



## Wire/ACH How To

In order to get a commission check wired to KWC, we need the attorney and the agent to fill out the below forms. Once we receive the completed forms back, we will then send the wire/ACH instructions to the attorney.

If you choose to use our following attorney partners, the \$25 fee is waived:

- Tracey Reynolds
- FrickTrentLizzio
- Wilson & Beam



**Lake Wylie Market Center, LLC DBA KW Connected ACH/Wire Terms Form**

**Please read the following terms, and sign below:**

Prior to sending Keller Williams Connected an ACH/Wire, we will send the following in an email:

- Name of Attorney office/brokerage
- Best contact Information for Attorney office/brokerage:
  - Name
  - Email
  - Phone Number
  - Address
- Closed Date
- Property Address
- KWC Agents Name that the commission is going to
- Amount of the check
- Date the ACH/Wire is going to be sent

I understand if at any time a payment is sent without following these instructions, my ability to ACH/wire funds to Lake Wylie Market Center, LLC will be revoked.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please send this signed form to [gettingpaidkwfm@gmail.com](mailto:gettingpaidkwfm@gmail.com) and [nancyblair@kw.com](mailto:nancyblair@kw.com) to receive instructions for ACH/Wire.**



### KWC Agent/Team ACH/Wire Form

**Please read and sign below:**

- The attorney/brokerage that is sending my commission via ACH/wire, has read and signed the KWC ACH/wire Terms Form.
- I recognize that I/My Team will be charged a \$25 fee per transaction for commissions sent via ACH/wire, and it will be deducted from my commission check.
- Please provide the name of the agent/team member that the \$25 will be charged to:

\_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please send this signed form to [gettingpaidkwfm@gmail.com](mailto:gettingpaidkwfm@gmail.com) and [nancyblair@kw.com](mailto:nancyblair@kw.com).**