

# Secure Wire Instructions



Wires can be sent through fax or upload through the [charterbank.bank](https://charterbank.bank) website. Sending through a secure site protects your account information.

## Sending the Wire

### Secured Upload (preferred method)

1. Open a web browser and go to [charterbank.bank](https://charterbank.bank)
2. Place cursor over **Contact Us** (top right)
3. Click on **Securely Upload a File** from the drop down
4. Click on **Send a Secure File to Deposit Operations**
5. Fill in the required form and select/drag the file

Send a Secure File to Deposit Operations

Email  
you@email.com

First Name  
Your

Last Name  
Name

Company  
Company Name

Subject  
Wire Transfer

Drag files here  
[Browse files](#)

Upload

6. Click the **Blue Upload Button** to the right of the subject line

Or you may Fax Your Wire to 715-831-2199

#### Wire Cutoff times:

- International Wires - 1:30pm
- Domestic Wires - 2:30pm

#### Wire Fees:

- International Wires - \$50.00
- Domestic Wires - \$25.00