

# INTERNATIONAL PAYMENT PROCEDURES

Please use one of the following three payment options:

1. Wire Transfers- see information below\*
2. International Money Orders
3. Checks from a U.S. Bank

## \*WIRE TRANSFER FORM

If you plan to pay your exhibit fee via wire transfer, it must be made in **U.S. DOLLARS**. Moreover, upon completion of the transaction **a receipt of your transfer and the following form must be faxed to George Little Management at (914) 948-6180** in order to secure your exhibit space. **\*\*Note: Please be sure to ask your bank about wire transfer fees, and ensure that they are not deducted from your exhibit fee.**

YOUR COMPANY NAME \_\_\_\_\_

BOOTH NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

YOUR BANK NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

YOUR BANK ACCOUNT # \_\_\_\_\_

BANK ROUTING # \_\_\_\_\_

AMOUNT OF WIRE TRANSFER (U.S. DOLLARS) \_\_\_\_\_

**The following information is required when wiring funds to George Little Management, LLC for the National Stationery Show:**

<b>Bank</b>	Bank of America 206 Main Street White Plains, NY 10606
<b>Account Name</b>	George Little Management, LLC
<b>Account #</b>	4426334699
<b>Swift Code (for international exhibitors only)</b>	<b>BOFAUS3N</b>
<b>ABA # Incoming Wires</b>	026009593
<b>ABA# Electronic Direct Payments</b>	111000012
<b>Reference Info</b>	Exhibitor Name (Your Company Name) National Stationery Show