



EL PASO COUNTY

THOMAS S. MOWLE
EL PASO COUNTY
PUBLIC TRUSTEE

105 East Vermijo Ave. > Suite 101 > Colorado Springs, CO 80903 > (719) 520-6780 > Fax (719) 520-6781

WIRE TRANSFER INSTRUCTIONS

Funds are not considered received by this Office until we have confirmation from our bank that the funds, including the required processing fee, have been successfully deposited into our account.

Required Processing Fee:

Your wire transfer amount **must** include a \$25.00 administrative and bank processing fee. This \$25.00 fee is **NON-REFUNDABLE**.

Where Do You Send Your Wire Transfer:

Send to: U.S. Bank, N.A.
ABA Routing #: 102000021
For credit to: The Escrow Account of the El Paso County Public Trustee
Credit Account #: 103656676477

Notifying This Office:

Once you have processed the wire transfer with your financial institution as stated above, please send an email to the following address.

Email Address: eForeclosures@elpasopublictrustee.com

Subject Line: Wire Transfer for _____ (i.e. Cure, Sale, Redemption, etc)

The body of the email must include the following information:

- EPC File Number
- Reason for Transfer (i.e. Cure, Bid at Sale, Redemption, etc)
- Transaction Amount Less Wire Transfer Fee (amount for your specific action, not including the \$25.00 administrative and bank fee)
- Total Wire Transfer Amount (Transaction Amount + \$25.00 fee)
- Date Wire Transfer Was Initiated

If you do not send a notification email, we will not be looking for your funds, and there will be a significant delay in processing them.

We do not retain funds that you send for a bid at one sale. If unused, those funds will be refunded to you by check, and you will need to send additional funds for bidding at future sales.

Date Revised: 8/29/08