



How to Wire Money Using Agent Locations

1. Go to <http://curriculumworks.com/register.aspx> and register for an account.
2. Find your nearest Western Union agent. Fill out the money transfer form with your name, address, telephone number, amount to send (\$55.00) and recipient portion of the form.

Recipient Information:

First Name(s): DEANNA

Last Name: TERZIAN

Address:

Street: 700 Airport Blvd., Suite # 450

City: Burlingame

Province/Country: CA / U.S.A.

Postal Code: 94010

Telephone Number: 650-298-8867

3. Give the signed form to the agent or clerk, along with the cash to transfer. You may have to show identification, depending on the amount of money transferred.
4. Take your receipt with your Money Transfer Control Number (MTCN).
5. Go to <http://curriculumworks.com/login.aspx> and log in with the username and password for the account you have already created in Step 1. Once you log in, you will be asked to enter your MTCN on the site.
6. Once your MTCN is verified, you will receive a welcome email, your CurriculaWorks account will automatically activate, and you will be able to begin using the product immediately.

Sample Form

| To send money | | WESTERN UNION | |
|--|----------------------|-------------------------------|-----------------|
| For Western Union Card™ holders, please fill in your card number. | | Amount | |
| Card No. <input type="text"/> | <input type="text"/> | DO NOT WRITE BELOW | |
| Destination (city, country) BURLINGAME, USA | | Agency | Operator number |
| Amount (in words) _____ | | Date / / | Time |
| Receiver | | Money Transfer Control Number | |
| First name(s) DEANNA | <input type="text"/> | <input type="text"/> | |
| Last name TERZIAN | <input type="text"/> | <input type="text"/> | |
| Address 700 AIRPORT BLVD. # 450 | <input type="text"/> | <input type="text"/> | |
| BURLINGAME CA 94010 USA | <input type="text"/> | <input type="text"/> | |
| Sender | | Amount | |
| First name(s) | <input type="text"/> | Transfer Fee | |
| Last name | <input type="text"/> | Telephone or delivery charge | |
| Address | <input type="text"/> | Message | |
| Telephone no. () | <input type="text"/> | Tax | |
| Optional services available at additional cost. Check services desired: | | Total amount received | |
| <input type="checkbox"/> I want a check delivered to the following address: | | Identification | |
| <input type="checkbox"/> I want Western Union to telephone the Receiver. () | | Type | |
| <input type="checkbox"/> Message to be sent: | | Expiration | |
| When sending less than \$1000 and the receiver does not have valid identification, complete the Test question and answer. (The maximum amount that can be picked up without I.D. is \$1000.) | | Number | |
| Will the Receiver have valid identification? <input type="checkbox"/> Yes <input type="checkbox"/> No. If no, provide a Test Question: (Limit 4 Words) | | Agent's signature | |
| Question | | | |
| Answer | | | |
| Unless you have requested the foreign exchange rate for this transaction to be fixed at the time you send it, the rate will be set at the time the transaction is paid, in which case any indication of the payment amount appearing on this form is advisory only. | | | |
| CERTAIN TERMS AND CONDITIONS GOVERNING THE MONEY TRANSFER SERVICE YOU HAVE SELECTED ARE SET FORTH ON THE BACK OF THIS FORM. BY SIGNING THIS FORM, YOU ARE AGREEING TO THOSE TERMS AND CONDITIONS. *PLEASE SEE IMPORTANT INFORMATION REGARDING CURRENCY EXCHANGE SET FORTH ON THE BACK OF THIS FORM. | | | |
| Customer's signature | | Date | |

CUSTOMER'S COPY

www.westernunion.com

WU Template 1 Eng

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