CONTRIBUTING TO A FUND AT ECCF

Essex County Community Foundation (ECCF) offers several ways to contribute to a Fund. Please see instructions below and contact us with any questions at 978-777-8876 or finance@eccf.org.

CHECK

• Make checks payable to ECCF/NAME OF FUND
• Mail or deliver to ECCF, 175 Andover Street, Suite 101, Danvers, MA 01923

CREDIT CARD

Contributions via credit card (Master Card, Visa, American Express or Discover) can be made securely and easily through our website www.eccf.org. Click on ‘Donate to a Fund’ and follow the prompts to find the Fund you want to contribute to. Please note – the Fund will be charged a fee equal to 3% of the gift to cover the credit card processing expenses.

TRANSFERS

ECCF is pleased to accept transfers of cash and many types of securities as gifts into funds. We outsource our back-office operations to Greater Horizons (a provider powered by the Greater Kansas City Community Foundation) and therefore all transfers must be made directly to Greater Horizons and annotated with ECCF/Name of Fund.

In addition, we ask that you please notify ECCF’s Finance Manager of any transfer you make to ensure proper receipt and accounting. If you would like to make a gift of mutual funds or restricted or closely held securities, please reach out to request those instructions.

Michelle Pelletier, Finance Manager can be reached at phone 978-777-8876 x144 or email m.pelletier@eccf.org

WIRE TRANSFER OF CASH

Wire to: Bank of America
One Kansas City Place
1200 Main
Kansas City, MO 64105
Fed Wire ABA #026009593 ACH ABA #081000032
For credit to: Greater Horizons Account No.: 00-3490-478773
Contribution to: ECCF/NAME OF FUND

TRANSFER OF GOVERNMENT SECURITIES, STOCK, CORPORATE BONDS AND OTHER MARKETABLE SECURITIES

• Stock, corporate bonds and other marketable securities:
  When notifying ECCF’s Finance Manager, please include name of stock and number of shares transferred.
  Wire to: National Financial DTC#0226
  For credit to: Greater Horizons
  Account No.: NEX-003131
  Contribution to: ECCF/NAME OF FUND

• Government securities, including treasury bills, notes, bonds and FNMA:
  As these securities require an added layer of authorization, please contact Greater Horizons directly at 866-627-3440 or support@greaterhorizons.org.