

## Contributing to Your Fund

ACT for Alexandria offers several easy contribution options. If you have any questions, please contact us at 703-739-7778 or via email at [leeann.napoleon@actforalexandria.org](mailto:leeann.napoleon@actforalexandria.org).

**Check:** Make checks payable to the name of your fund. Mail or deliver to ACT for Alexandria, 201 N Union Street, Suite 110, Alexandria, VA 22314.

### Credit card

Online credit card contributions (MasterCard, Visa, American Express or Discover) can be made 24 hours a day, seven days a week on our website at [www.actforalexandria.org/give-now](http://www.actforalexandria.org/give-now). You can find this link by visiting our home page, [www.actforalexandria.org](http://www.actforalexandria.org), clicking on “How to Give”, clicking “Give Now”.

### Transfers

Please alert ACT for Alexandria of any transfer gift with a written communication, email or phone call. Email [leeann.napoleon@actforalexandria.org](mailto:leeann.napoleon@actforalexandria.org), call toll free 703-739-7778 or mail to 201 N Union Street, Suite 110, Alexandria, VA 22314. We partner with Greater Horizons (a division of the Greater Kansas City Community Foundation) to do all our financial transactions and back office accounting. Instructions for each type of gift are detailed below.

*If you would like to make a gift of mutual funds, or restricted or closely held securities, please call us for instructions.*

#### Wire transfer of cash

Please include the fund name and the amount of the gift in your communication to ACT for Alexandria.

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: *Your fund's name*

#### Transfer of government securities, stock, corporate bonds and other marketable securities

Please include the fund name, a description of the shares and the name of the brokerage firm in your communication to ACT for Alexandria.

##### Government securities, including treasury bills, notes, bonds and FNMAs:

Please contact Greater Horizons directly at 866.627.3440 or [support@greaterhorizons.org](mailto:support@greaterhorizons.org). Greater Horizons must authorize acceptance of these securities.

##### Stock, corporate bonds and other marketable securities:

Wire to: National Financial  
DTC #0226  
For credit to: Greater Horizons  
Account No.: NEX-003131  
Contribution to: *Your fund's name*