ELECTRONIC FUNDS TRANSFER

Through Berea's "Sustainable Giving" Monthly gift program, you can have your gifts to Berea College automatically deducted from your bank account each month using Electronic Funds Transfer (EFT). This convenient way to give:

- >eliminates check writing
- > provides timely and secure contributions
- > helps Berea's students year round

Instructions for Completing Authorization Form:

- 1. Print or type **name(s)** of account holders.
- 2. Mark the type of account: **checking or savings**.
- 3. Complete **financial institution information**. The ABA routing number and account number are found near the bottom of your check.



- 4. Assign an **amount** for your monthly gift and a **start date** for automatic withdrawals.
- 5. Attach a voided check (required) for verification of all financial institution information.
- 6. **Sign and date** the authorization form.

Signed

7. Send the completed authorization form, along with your voided check, to **Berea College Development Office**, CPO 2216, Berea, KY 40404.

******************************* **Authorization Form for Electronic Funds Transfer** Donor Name(s) Are you responding to a Berea College Mailing? ○Yes ○No. If you received a mailing from Berea College, Please enter the code(s) that are printed above your mailing address, if available. I (we) hereby authorize Berea College to initiate debit entries to my (our) 🗖 checking or 🗖 savings account indicated below and the financial institution named below to debit the same to such account. Financial Institution Name ______ Branch _____ _____ State _____ Zip _____ ABA Routing Number __ __ _ _ _ _ _ _ _ _ _ _ _ Account Number ______ Amount of Monthly Gift \$_____ Start Date _____ This authority is to remain in full force and effect until Berea College has received written notification from me (or either of us) of its termination, allowing thirty days to afford Berea College and our bank a reasonable opportunity to cancel the arrangement. Signed _ Date _____

Date _____