



## How to Make a Gift by Wire

If you have any administrative or operational issues, please contact Betty Yue at Merrill Lynch at 212-382-8657.

1. Please notify Whitney Schwartz at [wschwartz@brickchurch.org](mailto:wschwartz@brickchurch.org) and Susan Johnson at [sjohnson@brickchurch.org](mailto:sjohnson@brickchurch.org) of your intent to make a gift by wire prior to initiating the transfer. This step is critical to ensure that your gift is properly credited.
2. Provide the following instructions to your bank, indicating that the gift is for the school.

Bank of America  
100 West 33<sup>rd</sup> Street  
New York, New York  
ABA #: 026009593

For Credit to: Merrill Lynch

Account # 6550113516  
FBO The Corporation of The Brick Presbyterian Church  
Account # **850-03255**

### **If your bank requires written instructions, the following sample letter may be used:**

[Donor Name]  
[Donor Account #]

Dear \_\_\_\_\_,

This letter is a request and authorization to wire \_\_\_\_\_ from the above-mentioned account to the account of The Brick Church School as shown below:

Bank Of America  
100 West 33<sup>rd</sup> Street  
New York, New York  
ABA #: 026009593

For Credit to: Merrill Lynch

Account #: 6550113516  
FBO The Corporation of The Brick Presbyterian Church  
Account # **850-03255**

Your prompt attention to this matter is appreciated. Should you have any questions, please contact Betty Yue at Merrill Lynch at 212-382-8657.

Sincerely,