



## How to Make a Gift by ACH or Wire Transfer

1. Please notify Susan Johnson at [sjohnson@brickchurch.org](mailto:sjohnson@brickchurch.org), of your intent to make a gift 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. Use either the ACH or the Wire routing number indicated below.

Bank of America  
1275 Lexington Ave  
New York, NY10028  
**ACH Routing #: 021000322**  
**WIRE Routing # 026009593**

For Credit to:  
The Corporation of The Brick Presbyterian Church  
Account#: **4830 8420 1934**

**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 transfer \_\_\_\_\_ from the above-mentioned account to the account of The Brick Church School as shown below (select ACH or Wire information):

Bank of America  
1275 Lexington Ave  
New York, NY10028  
ACH Routing #: **021000322**

Bank of America  
1275 Lexington Ave  
New York, NY10028  
Wire Routing #: **026009593**

For Credit to:  
The Corporation of The Brick Presbyterian Church Account  
# **4830 8420 1934**

Your prompt attention to this matter is appreciated.

Sincerely,