

# WIRE TRANSFER INSTRUCTION SHEET

## IMPORTANT

**1** Please complete this form and forward it to your banker or financial advisor.

**2** Please also forward a copy of this form to the University of Chicago Office of Gift and Records Services via fax at 773.702.9675, as donor information is not always included in wire transfer instructions.

If you have any questions, please contact Telly Green in Gift and Records Services at 773.702.2401 or via e-mail at [gifts@uchicago.edu](mailto:gifts@uchicago.edu).

\_\_\_\_\_  
TO (DONOR'S BANKER OR FINANCIAL ADVISER)

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
FAX

Please use this form as authorization to wire transfer funds from my account to Northern Trust/Chicago as my gift to the University of Chicago.

\_\_\_\_\_  
FROM (DONOR NAME)

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY | STATE /PROVINCE | COUNTRY

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
GIFT AMOUNT (US\$ OR SPECIFY CURRENCY)

\_\_\_\_\_  
TRANSFERRING BANK AND DATE OF TRANSFER

\_\_\_\_\_  
GIFT ACCOUNT NUMBER (IF KNOWN) OR GIFT PURPOSE

\_\_\_\_\_  
WHO, IN ADDITION TO THE LEGAL DONOR,  
SHOULD RECEIVE RECOGNITION FOR THIS GIFT?

\_\_\_\_\_  
SIGNATURE

## Wire Transfer Instructions for Bankers and Financial Advisors

Wire transfers for gifts of cash to The University of Chicago should be sent to:

Bank: The Northern Trust Company  
Routing number: 071000152  
SWIFT code: CNORUS44  
For further credit to:  
The University of Chicago  
Account number: 2725703

## IMPORTANT

For proper donor recognition, wire transfer instructions must include the following information:

- Donor's name and address
- Gift account number if known or specify gift purpose
- If applicable, additional names for joint recognition