



## *the alpha sigma foundation*

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TO: Alpha Sigma Foundation Contributors  
FROM: Dorothy Wysocki  
DATE: December 2020  
SUBJECT: Instructions for the transfer of securities or wire transfers representing contributions made payable to the Alpha Sigma Foundation (Tax ID# 31-1681459)

### **Transfer Securities/Stocks Instructions**

Charles Schwab & Co. currently manages the Foundation's investments. You must provide the following information: donor name, the number of shares, and the name of the stock, date you initiate the transaction.

Electronic transfers of DTC eligible securities should be made to:

Charles Schwab & Co.

DTC # 0164

**Account: Alpha Sigma Foundation 2868-7612**

Please present these instructions to your broker and he or she should have no trouble transferring your gift to the Foundation.

### **Wire Transfer Instructions**

Submit instructions to the bank or financial institution sending funds to Schwab.

Include the following with your instructions:

- Sender Information: Amount and date of transaction, name, country, and address
- Beneficiary: **Alpha Sigma Foundation**  
**Account number: 2868-7612**
- Originating Financial Institution Information: The name and country of the originating Financial Institution or the Bank Identifier Code (BIC)

Destination Bank: Citibank N.A., New York

Bank ABA: 021000089

Account Name: Charles Schwab & Co., Inc.

Account Number: 4055-3953

Bank Address: 399 Park Avenue, New York, NY 10022, USA

Please notify Dorothy Wysocki, Alpha Sigma Foundation Administrator, (tel: 607-533-9600 ext. 224; email: [dwysocki@elevateims.com](mailto:dwysocki@elevateims.com) or by mail at PO Box 876, Ithaca, NY 14851-0876, of your intentions, so your contribution can be acknowledged, or if necessary, can follow up with Charles Schwab & Co., if there is a question.