

# Gifting Instructions



When making a gift, it is important to provide the following information so that your gift is properly applied and acknowledged in a timely manner. Please scan and e-mail this completed form to Michael Trench [michaelt@kbhouse.org](mailto:michaelt@kbhouse.org). If you have any questions, please us at 630-323-2250.

**AMOUNT \$** \_\_\_\_\_

**DONOR INFORMATION:**

Donor Name(s) \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

Contribution to be applied to \_\_\_\_\_ Fund.

I/we wish to remain Anonymous

If you are making a gift in honor of/ or in memory of an individual or group, please provide us with additional details.

**GIFTING INSTRUCTIONS**

TYPE:  Check/Cash     Stock     Bank Wire Transfer     Asset \_\_\_\_\_

**Check Donation Instructions:** Checks should be made out to King-Bruwaert House.

Please include the Fund name in the memo line. Mail checks, along with this form, to:

King-Bruwaert House

ATTN: Michael Trench

6101 S. County Line Road, Burr Ridge, IL 60527

**DTC Transfer Instructions for Charitable Gifts of Stock:** (The information below will facilitate your delivery)

Please deliver stock via DTC to K-B House's account at The Northern Trust Company.

DTC Number: 2669

Stock Name: \_\_\_\_\_ Quantity of Shares: \_\_\_\_\_ Cusip # \_\_\_\_\_

Account Number: 22-62319

Account Name: King-Bruwaert House

Transfer from Account Number: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Contact Brian Giegerich of Northern Trust at (630) 932-6902 with any transfer questions.

**Wire Delivery Instructions:** (To deliver cash by wire, please use the following)

Bank: Northern Trust Bank, Chicago, Illinois

ABA Number: 071-000-152

SWIFT Code: CNORUS44

Account Name: King-Bruwaert House-ND

Account Number: 3800967138

At the time of transfer, please notify either:

Michael Trench [michaelt@kbhouse.org](mailto:michaelt@kbhouse.org) or Jeremy Leone [JeremyL@kbhouse.org](mailto:JeremyL@kbhouse.org)