**Securities and Cash Transfer Procedures**

**Questions:** Call 215.895.2612 or 215.895.1694. Thank you for your support for Drexel University and our students!

**Wire Transfers – Cash**

In order to send a wire transfer to Drexel University’s account at TD Bank, the following information must be provided to your broker:

- **Account Name:** Drexel University Concentration ABA
- **(Bank Routing) #:** 031 101 266
- **ACH Routing #:** 011 103 093
- **Account #:** 4289617107

Please be sure to inform your financial institution to include the following information in the description of the transfer:

- Donor Name
- Purpose of Gift
- Donor’s contact person in Drexel Office of Institutional Advancement

**Before** the wire transfer is made, please fill out the Securities and Cash Transfer Information Document and email to: rgsgifts@drexel.edu.

**Wire Transfer – Securities**

Securities can be wire transferred through DTC to Drexel University’s account at our broker, UBS Financial Services, Inc.

- **Account Name:** Drexel University
- **DTC #:** 0221
- **Account #:** B1 84940
- **Tax ID #:** 23-1352630

John T. Garvey and Brady Hooper are Drexel University’s representatives at UBS. If a problem arises, they can be reached at 215.496.2042.

**Before** the wire transfer is made, please fill out the Securities and Cash Transfer Information Document and email to: rgsgifts@drexel.edu.

**Wire Transfer – Mutual Funds**

If the mutual fund is DTC eligible it should be transferable through the DTC process. However, if is not DTC eligible, your donor’s broker should contact John T. Garvey, Drexel's UBS Broker, at 215.496.2042 and get a Bank Identification Number (BIN) for the transfer.
Dear Donor:

Thank you for your gift of securities/cash to Drexel University. Please complete the following form and email to: rgsgifts@drexel.edu.

Name: ________________________________ Telephone: ________
Address: ____________________________________________
_____________________________________________________

SECURITIES INFORMATION
Date of Gift: __________
Type of Securities: ________________ No. of shares: _______
Designation: __________________________________________

Type of Securities: ________________ No. of shares: _______
Designation: __________________________________________

CASH WIRE TRANSFER
Date of Gift: ________________
Amount: ________________
Designation: ________________
Donor Signature__________________________

This form is intended for use as communication to Drexel University to notify us of incoming securities or cash transfers only. Your broker may have his or her own specific requirements that should be complied with independent of this communication.

If you have any questions regarding the transfer of securities to Drexel University, please contact:

Reggie Battles
Institutional Advancement - Gift Accounting
215.895.1694 ● rgsgifts@drexel.edu