

**Muscular Dystrophy Association, Inc.
Fill the Boot and Fire Fighter Fundraising
Deposit Instructions**

Thank you for support MDA with your fundraising efforts. Please be sure to alert your **MDA Staff Rep that a deposit is on the way!**

To expedite the impact your fundraising will have on our mission, we encourage the following deposit options:

1. Transfer from your business account directly to MDA via ACH/Wire Transfer.

Account number:	457006977133
Active ACH Blocks/Filters on file:	YES
Routing number ACH/EFT:	122101706
Routing number DOM. Wires:	026009593
SWIFT Code INTL Wires:	BOFAUS3N
Account Name:	Muscular Dystrophy Association Inc
Account Address:	161 N Clark St., Ste. 3550, Chicago, IL 60601-3333

2. Mail check to our Chicago office and send a picture of the check to your MDA contact. Please make sure your local name and/or department name is on the check.

MDA
161 N Clark St., Ste. 3550
Chicago, IL 60601-3333

3. Deposit cash directly into MDA's bank account

Bank of America	457006977133
Wells Fargo	4121830244
Fifth Third	7025693388
Regions Bank	109356150
First Hawaiian Bank	65032783
First Bank of PR	109217526

Notify MDA Staff Rep! For all three of the above, please notify MDA so that your department is credited, the funds are tracked and put to work right away for the families we serve. Be sure to include photo (noted below), totals, and location details.

In advance of your fundraising date:

- Contact MDA Staff Rep
- Share the date and activity you are hosting
- If you need bank bags please contact your MDA Staff Rep

On the day of the event:

Always be sure to have 2 trusted Fire Fighters counting the funds.

- Once funds are collected, process coins at your local bank or credit union (if you are having any issues with this, please contact your MDA Staff Rep). Your bank can prepare a cashier's check to MDA for the coin total. Once you have a cashier's check you can deposit this at any of the banks listed above. Please note that Wells Fargo cannot accept coin!
- For currency, put as much money in each bag (in the top compartment) as you can fit and properly fill out deposit slip.
 - Separate deposits are needed for Coin/Currency and Checks.
 - Date, Total Currency (bills), and Total Deposit should be filled out.
 - On white space of the deposit ticket, please write the local name and/or department name.
 - Make sure to get two sets of initials on the deposit ticket – this should be the initials of the person preparing the bag and whomever verifies the bag.
 - Place the deposit ticket in the bottom of the bank bag after taking a picture for MDA.
- Once at the bank, give the sealed bag to any teller (You can use the commercial line if there is one available).
- The teller will make the deposit and will give you a white receipt for each bag.
- Text or email your MDA contact a photo of each white receipt and copy of the deposit ticket. Please make sure the photo is taken on a flat surface and is in focus.
 - *This is very important and the only way we can ensure that the funds deposited are allocated to your Fill the Boot total.*

Please refer to the US Map insert for your MDA Regional Manager contact.