Thank you for supporting Muscular Dystrophy Association (MDA) with your fundraising efforts. Please be sure to alert your MDA Staff Rep that a deposit is on the way and that all deposit forms include your department information!

In advance of your fundraising date:

- Contact MDA Staff Rep
- Share the date and activity you are hosting
- Request a supply of bank bags if needed from your MDA Staff Rep

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.**

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

2. **Mail check to our National office and send a picture of the check to your MDA Staff Rep. Please make sure your local name and/or department name is on the memo line of the check and the envelope!**

   Muscular Dystrophy Association, Inc
   PO Box 7410354
   Chicago, IL 60674-0354

3. **Deposit cash directly into one of MDA’s bank accounts:**

<table>
<thead>
<tr>
<th>Bank of America</th>
<th>457006977133</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wells Fargo</td>
<td>4121830244</td>
</tr>
<tr>
<td>Fifth Third</td>
<td>7025693388</td>
</tr>
<tr>
<td>Regions Bank</td>
<td>109356150</td>
</tr>
<tr>
<td>First Hawaiian Bank</td>
<td>65032783</td>
</tr>
<tr>
<td>First Bank of PR</td>
<td>109217526</td>
</tr>
</tbody>
</table>
On the day of the event/collection:

There are multiple ways to handle your collected funds! Always be sure to have 2 trusted Fire Fighters counting/handling the funds and know your MDA Staff contact information in case you have questions!

Example Situation 1: Funds are collected and **DEPOSITED** in YOUR departments bank or credit union

1. Take all cash and coin to your department/local bank or credit union
   a. Deposit funds in your departments account
2. Once the funds are deposited you can
   a. Transfer funds electronically to MDA (See Step 1)
   b. Process donation online via your Departments Fundraising Page
   c. Cut a check and sent to MDA (see Step 2)
   d. Deposit in MDA bank account (see Step 3)

Example Situation 2: Funds are collected and **TAKEN** to YOUR local bank or credit union

1. Take all cash and coin to your department/local bank or credit union
2. Tell the cashier the funds need to be converted to a cashier’s check
   a. The cashier’s check should be made out to MDA
3. Once the cashier’s check is obtained you can:
   a. Send to MDA (See Step 2)
   b. Deposit in MDA bank account (see Step 3)

Example Situation 3: Funds are collected and taken to an **MDA Bank** (See Step 3 for Bank options)

*Please note that not all banks accept coin – please call the bank ahead of time to verify*

1. Separate all cash, checks, and coin
   a. Notify MDA Staff beforehand if you need bank bags to sort your funds
      i. It is NOT expected that coins be counted BUT they have to be put in a deposit bag with a deposit slip that has your department information listed.
      1. MDA will notify you of the coin total once processed (2-3 weeks)
2. Once at the bank, notify the teller you are depositing funds to a nonprofit account (See Step 3 for account information)
3. The teller will provide you with deposit slips
   a. You will fill out a separate deposit slip for each form of currency (Cash, Check, Coin)
   b. EVERY deposit slip needs to have your department information on it
   c. EVERY deposit slip should be initialed, and a picture taken
4. Notify your MDA Staff Rep that a deposit was made at an MDA Bank and send pictures of deposit slip(s).