



## Electronic Funds Transfer (EFT)

No time to write a check? Not interested in paying by credit card?

*Now there's an easier way to make your gift to the  
Eastman School of Music*

Now you can easily fulfill your pledge to the Eastman School of Music using **Electronic Funds Transfer (EFT)**. Your monthly, quarterly, or annual contribution is automatically transferred from your account to the Eastman School.

**Benefits of giving through EFT:**

- You control the amount and timing of your gift to the Eastman School. Choose monthly or quarterly deductions.
- You can spread your contribution evenly over the entire fiscal year, and the Eastman School can count on an even flow of giving.
- You receive a gift acknowledgement for tax purposes at the time of payment.

**To make a gift via EFT:**

To make your gift to Eastman via EFT, complete the attached Authorization Form and return it with a VOIDED personal check or VOIDED savings account withdrawal slip and your pledge card. EFTs are renewed yearly unless cancelled by you.

**For your records – amount authorized:**

I have authorized the Eastman School of Music to deduct my gift from my bank account as follows:

\$ \_\_\_\_\_ on the 15<sup>th</sup> day\* of each **month** (\$10 minimum/month), or

\$ \_\_\_\_\_ each **quarter** (\$25 minimum/quarter); deductions will be made on the 15<sup>th</sup> day\* of September, December, March, and June.

\*A debit line item or description will automatically appear on your account statement for the date indicated above or on the closest business day following should the 15<sup>th</sup> fall on a weekend or holiday.

**Employer matching gifts:**

Your gift could be doubled or tripled! Check with your human resources department for matching gift program information. If your employer participates, please be sure to note that on your authorization form.

**Changes or cancellations:**

If you **change banks** or if you want to the **change the amount** of your gift, call the number below for a new authorization form. To **cancel** EFT, you must call the Office of Development 30 days in advance of a scheduled transaction.

EFT Program  
Office of Development  
Eastman School of Music  
26 Gibbs Street  
Rochester, NY 14604  
Phone: (585) 274-1040

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### EFT Authorization Form

Name \_\_\_\_\_ Address (include apartment, unit, etc., if applicable) \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Bank or Credit Union Name \_\_\_\_\_

Account Number (enclose voided check or voided withdrawal slip) \_\_\_\_\_ Account Type (circle one): Checking / Savings \_\_\_\_\_

I authorize the Eastman School of Music to deduct \$ \_\_\_\_\_ each **month** (\$10 minimum/month), on the 15<sup>th</sup> day of the month, or  
from my checking/savings account as follows: \$ \_\_\_\_\_ each **quarter** (\$25 minimum/quarter), on the 15<sup>th</sup> day of September, December, March, and June.

I am designating this gift to:  Eastman Fund  Other: \_\_\_\_\_ Matching gift firm: \_\_\_\_\_

**Important:** Please enclose a *voided* check or *voided* savings account withdrawal slip for account verification. Mail this form to the address above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**THANK YOU!**

*EFT Program, Office of Development, Eastman School of Music, 26 Gibbs Street, Rochester, NY 14604, Phone: (585) 274-1040*