

Addendum 1B: Instructions for Depositing Additional Funds to Existing Accounts

Note: Account numbers will be provided upon request either by snail mail or by phone. They are not included here for security reasons.

1) Verify Account Numbers, Addresses & Names

Contact the Pooled Funds Treasurer (PooledFundsTreasurer@neym.org) to verify the names, addresses and account numbers for the transaction and that these are the current instructions. Also include the amount of the deposit so we can properly track the transaction and enter it in our accounts.

There are 3 ways to transfer the money to the Pooled Funds accounts – by check, ACH or wire.

1) By Check -

Make check payable to the **NEYM of Friends Pooled Funds**.

Send the check with a Letter of Instruction stating that this for the New England Yearly Meeting of Friends Pooled Funds and include the *NEYM Pooled Fund account number to:

Charles Schwab & Co., Inc.
El Paso Operations Center
P.O. Box 982600
El Paso, TX 79998-2600

2&3) By ACH or Wire -

Bank Name: CitiBank N.A.
Bank Address: 399 Park Ave., New York, NY, 10022
ABA/Routing: 021000089
Account Number: 4055-3953
Account Name: Charles Schwab Co. Inc.
For Further Credit To: NEYM Pooled Funds – *(xxxx-xxxx)

*Request NEYM-PF account number from PooledFundsTreasurer@neym.org

If you have any concerns about this process, please contact the Clerk of the Board of Managers at: neympooledfunds@neym.org