Please notify Kierstin Sykes (858) 822-1679 or kksykes@ucsd.edu at UC San Diego Foundation prior to making transfers into this account so we can confirm receipt of transfer. In your communication, please include the following:

- Donor’s name
- Amount being transferred
- Fund number & name
- A gift letter

The Foundation’s wire and ACH instructions are below. Please note the routing number is different for wires and ACH. Attached is a sample gift letter.

Thank you for your support of UC San Diego!

**CASH WIRE INSTRUCTIONS FOR UC SAN DIEGO FOUNDATION**

Receiving bank name: Bank of America, NA
Bank Address: 315 Montgomery Street, 13th Floor
San Francisco, CA 94104
Bank Phone #: (888) 400-9009
Account #: 1499829615
Routing (ABA) #: 026009593
Account Name: UC San Diego Foundation
FBO: Fund # ________

**CASH ACH INSTRUCTIONS FOR UC SAN DIEGO FOUNDATION**

Receiving bank name: Bank of America, NA
Bank Address: 315 Montgomery Street, 13th Floor
San Francisco, CA 94104
Bank Phone #: (888) 400-9009
Account #: 1499829615
ACH ABA #: 122000030
Account Name: UC San Diego Foundation
FBO: Fund # ________
SAMPLE DONOR LETTER TO THE U.C. SAN DIEGO FOUNDATION

Donor Name(s)
Address
Telephone Number

[date]

Ms. Marlene D. Shaver
Chief Financial Officer
UC San Diego Foundation
University of California, San Diego
9500 Gilman Drive, Mail Code 0940
La Jolla, CA 92093-0940

Dear Ms. Shaver:

I/We wish to provide support to the University of California, San Diego. Therefore, we have instructed bank, [insert name of bank], to irrevocably transfer by wire [insert dollar amount] to the U.C. San Diego Foundation.

This gift shall be contributed to the [insert name of U.C. San Diego Foundation fund], Fund (#___), a [current or endowed] fund.

Please issue the gift receipt as follows:

[donor(s) name]
[address]

If there are any questions about the designation of this gift, please call me/us at [insert your telephone number].

Sincerely,

(Signature/Donor Name)

(Signature of spouse/Name, if applicable)