

Giving Instructions

To Bratislava International Church through ELCA Global Gifts Program

In companionship with Bratislava International Church, the ELCA can accept individual or group donations and offerings on behalf of BIC and remit them quarterly to the congregation as a "Global Gift."

As a service to those making a contribution, these gifts will be processed and communicated via transmittal letter to the recipient. The Program Director for Companion Engagement will keep the giver informed as much as possible during the process.

Here is the process and guidelines for sending donations and offerings as Global Gifts to the ELCA which on behalf of Bratislava International Church:

Notating Your Gift

Use the the code **GMG0282** and annotate "**Bratislava International Church**" for the gift. This code ensures that the monetary gift is identified and processed correctly. The code and "Bratislava International Church" **MUST** be in the memo section of the check or bank/wire transfer. Also include the name of the unit "**Service and Justice**" on the check or the wire transfer.

Example Memo Line/Notation:

Service and Justice, GMG0282, Bratislava International Church

Sending Your Gift

Send your gift to the ELCA by one of two options below:

1. Global Gifts can be mailed to:
Evangelical Lutheran Church in America
ELCA Gift Processing Center
P.O. Box 1809
Merrifield, VA 22116-8009
2. Global Gifts can electronically be transferred through ACH or Wire to the ELCA bank account. Note: Ensure notation of the wire/bank transfer as "**Service and Justice, GMG0282, Bratislava International Church**" is included in the memo or instructions when submitting the transfer.

Harris Trust & Savings Bank
111 West Monroe Street
Chicago, IL 60690 USA
Account Information:
Evangelical Lutheran Church in America Account
Number: 252-8875
SWIFT# HATRUS44 ABA# 071000288

Additional Instructions

If sending a contribution by check, ELCA synods, congregations, or members should enclose a simple cover letter. *The cover letter should state the specific code, GMG0282, Service and Justice and that the gift is for Bratislava International Church.* Bank/wire transfers should include this same information. Once you have sent your gift, whether by check or bank/wife transfer, **please send an e-mail to the Program Director for Companion Engagement and Pastor, Bratislava International Church (contact information below) informing them that the global gift has been sent.**

For ELCA Synods wishing to make a contribution to Bratislava International Church through the ELCA Global Gifts program, they may include it as part of their monthly mission support remittance to Churchwide. Be sure to annotate the gift following the notation instructions above.

Receiving Your Gift

Once your gift is received, the Program Director for Companion Engagement will work with the ELCA Finance team to transfer the balance amount of gifts made to Bratislava International Church on a quarterly basis as a single Global Gift.

When a Global Gift has been wired, the ELCA Finance team notifies Bratislava International Church, the Program Director for Companion Engagement, and the Europe Area Desk. The Program Director for Companion Engagement then notifies the ELCA synod, congregation, or member that the Global Gift has been disbursed.

For any questions, please contact the Program Director for Companion Engagement:

Alison Richard

Program Director for Companion Engagement

Service and Justice Home Area
Companion Engagement and Global Personnel Team
Evangelical Lutheran Church in America
8765 W. Higgins Road
Chicago, IL 60631
alison.richard@elca.org
773-380-2620
361-649-9685

To contact Bratislava International Church:

Rev. Aaron Fuller, DMin

Pastor, Bratislava International Church

bratslavainternationalchurch@gmail.com
+1 612-963-8328 (US Cell)