



Community Fund Ohio
 17900 Jefferson Park, Suite 102 • Middleburg Heights, OH 44130
 Phone: 216.736.4540 • Fax: 216.867.9783
 www.communityfundohio.org

Deposit Instructions

Please make the deposit check payable to “Community Fund” and include the Beneficiary’s full name and Agreement Number on the memo line. Please mail the deposit to Community Fund Ohio, Attn: Deposits, 17900 Jefferson Park, Suite 102, Middleburg Heights, OH 44130.

Community Fund Ohio strongly recommends that time sensitive deposits be submitted by cashier’s check or money order instead of a personal check to ensure the funds are withdrawn from the sender’s account within the expected timeframe. Community Fund Ohio does not make daily deposits.

Deposits will be reflected on the account statement and by your canceled check. Community Fund Ohio can also provide a receipt if requested. We recommend including our deposit slip with all check deposits. Our deposit slip is at the bottom of this handout and on our website.

Please contact one of our Trust Development Coordinators at 216.736.4540 or joinderanddeposit@communityfundohio.org if you have questions about our deposit process.

Community Fund Ohio Deposit Slip

Please complete and remit with the deposit check to:

Community Fund Ohio, Attn: Deposits, 17900 Jefferson Park, Suite 102, Middleburg Heights, OH 44130

Deposits cannot be made directly to the Trustee. All deposits must be made payable to and mailed to Community Fund.

Community Fund Agreement No.: _____

Beneficiary’s Full Name: _____

Check Number: _____

Check Date: _____

Check Amount: _____

Deposit Type: (choose one) Return of unused distribution Check Deposit

NOTE: Assets owned by a beneficiary should not be deposited in a Master Trust

Receipt Request: (choose one) No Receipt required

Email Receipt to: _____

Mail Receipt to: _____

*******FOR COMMUNITY FUND OHIO USE ONLY*******

Date Check Received: _____

Date of Deposit: _____

Date Optional Receipt Was Sent: _____

Processed By: _____