



# New Account Deposit Slip

## Important - Initial Deposits Only

Beneficiary Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Beneficiary Address: \_\_\_\_\_  
\_\_\_\_\_

## Mailing Instructions - Do NOT Include Other Documents

### Deposit checks must be sent directly to the bank:

- Accepted forms of payment: **Personal Check, Money Order, or Bank Check**
- Submission does not guarantee acceptance into the Trust.
- If a Trust is not accepted, funds will be returned.
- Deposits returned due to **insufficient funds** may be subject to a **\$25 fee**.

### Send Deposit Slip and Payment via Regular Mail to:

NYSARC, Inc. Community Trust  
PO Box 1788  
Albany, NY 12201-1788

**\*ONLY send deposits to this address**

### Mailing Instructions:

- Please send checks via standard mail only.
- This mailbox **cannot accept FedEx, UPS, or overnight deliveries.**
- Do not use courier or express delivery services.

### Important – Do Not Include Other Documents:

- Only mail your deposit check to this address.
- Do NOT send your application or any additional documents with your deposit check.

### Including other documents may:

- Delay processing of your account application
- Result in additional fees to cover overnight mailing charges

**Call (518) 439-8323 for questions or assistance.**

**FOLD HERE AND ENCLOSE CHECK for a MINIMUM of \$300 (see applicable fee schedule)**

## New Account Deposit Slip

**Make check payable to:** *NYSARC, Inc. Community Trust fbo [Beneficiary's Name]*

**Beneficiary Name:** \_\_\_\_\_

**Amount:** \_\_\_\_\_  
(one check per deposit slip)

**Mail Deposit to:** NYSARC, Inc. Community Trust  
PO Box 1788  
Albany, NY 12201-1788