## **Electronic Deposit Procedures for Area 10 Contributions**

At our Winter Assembly, November 17-19, 2023, the body approved a motion from the Finance Committee authorizing Area 10 to accept contributions from Area 10 groups and Districts via Zelle.

Zelle is a network for the electronic transfer of funds between accounts at participating banks. Zelle is available at most Colorado banks and allows for the instantaneous transfer of funds. Both the person sending the funds and the account receiving the funds receives an email confirmation of the transfer.

The Finance Committee investigated several alternative methods for receiving electronic transfers and concluded that Zelle offers a safe and effective means of effecting electronic contributions. Zelle transfers will be received in an existing Area 10 account dedicated to that purpose.

## **Procedure for make contributions via Zelle:**

- 1) Electronically access your account at your bank and click on "Send Money" or "Zelle".
- 2) At the Zelle screen enter "treasurer@ coloradoaa.org" as the recipient.
- 3) In the amount space enter the amount of your contribution.
- 4) In the "Memo" space for information to your recipient enter <u>your group</u> <u>name, district, and group number.</u>
- 5) It is critical that you enter <u>your group name</u>, <u>district</u>, <u>and group number</u> in the box provided for. Contributions can **NOT** be credited to a group or district if we don't receive sufficient information to identify your group or district.

If you have any questions or concerns when you attempt to make Zelle contributions, please contact me at the email and/or number below:

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