

## INSTRUCTIONS FOR SENDING PAYMENTS TO LOYOLA UNIVERSITY CHICAGO

**ACH and Wire Transfer instructions (preferred methods) are listed below:**

**ACH:**

Name of Bank:	PNC
Address:	1 N. Franklin, Chicago, Illinois 60606
ABA Number or Routing Number:	071921891
Account Name:	Loyola University of Chicago
Account Number:	4643690883
Reference: *	Loyola department name or person expecting the ACH and the purpose of the ACH

**WIRE TRANSFER:**

Name of Bank:	PNC
Address:	1 N. Franklin, Chicago, Illinois 60606
ABA Number or Routing Number:	041000124
Swift Address (if required):	PNCCUS33
Account Name:	Loyola University of Chicago
Account Number:	4643690883
Reference: *	Loyola department name or person expecting the wire transfer and the purpose of the wire transfer

**\*Please note: In order to avoid delays in processing, it is very important that reference information be included with the wire transfer or ACH.**

**FOR PAYMENT BY CHECK:** (in the event ACH or Wire Transfer is not possible)

**U.S. MAIL**

Loyola University of Chicago  
P.O. Box 777323  
Chicago, Illinois 60677-9056



**For shipment via  
U.S. Postal Service ONLY  
(First-Class Mail)**

**COURIER**

PNC Bank c/o Loyola University Chicago  
Lockbox Number 777323  
350 East Devon Avenue  
Itasca, Illinois 60143



**For shipment via  
Courier ONLY  
(FedEx, UPS, etc.)**

**Please note that the "P.O. Box" address should only be used for mail routed through the U.S. Postal Service. All overnight mail by couriers (FedEx, UPS, DHL, etc.) should be sent to the physical street address in Itasca, IL. The box name and number should be referenced in the address.**