

Guidelines for Sending Donations

The Japan Baptist Convention has received many inquiries and kind requests from individuals and groups wishing to donate money to help those affected by the Tohoku-Kanto Earthquake Tsunami Disaster. We would like to extend our heartfelt thanks to all of those who have so graciously offered help.

In order for the necessary help to reach those most affected in the quickest and smoothest way possible, the Japan Baptist Convention would like to explain how to send disaster relief funds via Bank Remittance and/or International Postal Money Order.

(For your information, we are not prepared to accept Personal Checks due to the complicated process in Japan.)

1. **Bank Remittance.** Funds can be sent directly to the Japan Baptist Convention account via wire transfer. You will need this account information:

- PAYING BANK : MIZUHO BANK,LTD.
- A/C WITH BRANCH : URAWA BRANCH
- ADDR : 1-4-9 Nakamachi Urawa-ku. Saitama City,336-0062 JAPAN
- SWIFT CODE : MHCBJPJT
- A/C NUMBER : 541-1243429
- PAYEE NAME : JAPAN BAPTIST CONVENTION
- ADDR : 1-2-4 Minami Urawa. Minami-ku. Saitama City, 336-0017 JAPAN

Additional Important Information for Wire Transfers

- * When completing the bank remittance form at the bank counter, please clearly note "Donation for Disaster Relief" in the DETAIL OF REMITTANCE column.
- * Some banks may require the more information concerning the JBC. If so, please print out the top of the JBC internet home page as well as a copy of this Guideline.

2. **International Postal Money Order.** Funds can be sent via the international postal service.

You can follow the procedure described below:

- 1) You may visit the nearest post office in your city/town.
- 2) You can purchase International Postal Money Orders at the service counter.
- 3) You can then send your money order using Priority Mail International® or Express Mail International® to the JBC office in Japan at the address shown in the Bank Remittance information.
- 4) The International Postal Money Orders can be cashed at post offices in Japan with nominal handling fees.

Your kind corporation to the above will be much appreciated.