



January 31, 2021

Dear Women's Giving Circle Members:

If you intend on renewing your 2021 membership via paper check, please take note of the following policy changes made by Growfund, our fund administrator, effective March 1:

- Members using a paper check must first register for a free Growfund account [here](#). The account enables members to access their account history and tax letters as well as to contribute via wire transfers or transfers from external Donor Advised Funds. There is no fee to register for an account.
- Paper checks under \$5,000 will be assessed a \$20 processing fee (only applicable to grant fund checks) by Growfund.
- Growfund will deposit the member's check into her individual Growfund account, and the member is responsible for transferring the funds to the Women's Giving Circle account.

There are no changes to membership transactions made via electronic means (credit card or e-check). Growfund instituted these changes in order to reduce risks and processing times associated with the manual processing of paper checks.

Should you wish to renew membership via paper check, please consider making your renewal today before the changes take effect on March 1. Click [here](#) for a check invoice and payment instructions. Instead of mailing the checks to our P.O. Box, please email us at wgchco@gmail.com and we will make arrangements for a Board member to pick-up your checks. We will need your checks in hand by February 19 to ensure delivery to Growfund by March 1.

Should you have questions or concerns, please email us at wgchco@gmail.com.

As always, thanks for your support!

Donna Kreis
Chair, Women's Giving Circle of Harford County

Women's Giving Circle of Harford County

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