

CALENDAR YEAR-END GIVING

How to give by December 31, 2025 to meet IRS tax-year deadlines for 2025:

Online

- Make a gift online at bradley.edu/giving/
- Gifts must be made online until 11:59 p.m. ET on Wednesday, December 31, 2025, and the transaction must be successfully completed to count for 2025.
- Credit card, direct bank transfer and mobile (Venmo, Apple Pay and Paypal) payments are accepted.
- Gift acknowledgments are sent by email immediately following a successful transaction and official tax receipts will follow.

Please do not send credit card information through email.

Phone

- We are no longer processing credit card gifts over the phone. Please make all credit card gifts online at bradley.edu/giving/
- The University will be closed beginning Wednesday, December 24, 2025 and will reopen on Monday, January 5, 2026. We will be checking voicemail and will return your call to assist.
- While the University is closed, staff will be available from 8 a.m. to 12 p.m. CT on December 29th. If you need assistance, please call during this time, or leave a voicemail at (309) 677-3156, and your call will be returned during these hours.

Credit card information should not be left on voicemail.

Mail (checks)

- Please mail checks to: **Bradley University Gift Records | 1501 W Bradley Ave | Peoria, IL 61625**
- Checks must be dated with a December date and must be postmarked by December 31, 2025 to be processed for calendar year 2025. Checks received on January 5, 2025 or later will receive a calendar year 2026 tax receipt.

We encourage you to mail your gift by Monday, December 15, 2025 to ensure receipt by the University before Wednesday, December 31.

We discourage dropping checks off at the University from December 24, 2025 through January 4, 2025 as buildings will be locked during this time.

Stock and Wire Transfers

- Transfers must be received in Bradley's account on or before Tuesday, December 31, 2025. Check with your personal broker for their institutional deadlines required to complete a transaction. Some brokers can require up to 10 days' notice for a transfer.
- Visit <https://www.bradley.edu/alumni/ways-to-give/> for details regarding stock and wire transfers.

Please notify Terry Kenny at tkenny@bradley.edu prior to your transfer.

PNC Investments brokerage division (Bradley's broker) has recommended shares of stock be transferred by December 15 as they cannot guarantee timely processing past that date.