



EMORY  
ROLLINS  
SCHOOL OF  
PUBLIC  
HEALTH

CGSW  
Center for Global Safe WASH

Leading and  
Learning in WASH

**WIRE TRANSFER INSTRUCTIONS  
(UNICEF OFFICES– USING LTA)**

Emory University has an established Long-Term Agreement (LTA) executed with UNICEF Headquarters (New York) for this WASH in Healthcare Facilities Course and other WASH-related projects (LTAS #4210-7301).

UNICEF offices who wish to pay Emory University may do so using the information found in our established LTA, including our Vendor Registration # 1900003027 and wire information.

**For WIRE TRANSFERS:**

Wire transfers to Emory University must include proper identifiers in order for us to confirm the receipt of your wire payment. For every wire, please include the following information in the notes or reference section:

**WASH in HCF Course; ATTN KATHLEEN PETERS**

If you do not include this information, confirmation of your payment will be delayed and this will impact your continued participation in the course.

**Lastly, on the course registration form**, please be sure to include the name of your finance officer and contact information. **We need this information to assist with follow up and obtaining proof regarding your wire transfer.**

Send your questions regarding wire transfers to Kathleen Peters at [kpeter5@emory.edu](mailto:kpeter5@emory.edu).