

# Nicholas Howen Memorial Fund Pledge Form

Please complete this form according to the instructions provided on the next page. If you need assistance, please do not hesitate to contact the ICJ.

## Contact details:

Please provide an address to receive an acknowledgement receipt for your donation.

Name:.....  
Address:.....  
.....  
Email address:.....

## Payment:

By credit card:       Eurocard/Mastercard       Visa

Amount<sup>1</sup>:.....

Card Nr: .....

Security code (3-digits on back side of card): .....

Name as shown on card: .....

Signature:.....      Expiration date: .....

By bank transfer:

Please make your payment to the ICJ's account below and indicate your name if you wish:

Your Name: .....

Amount<sup>2</sup>:.....

Bank Name:                      Union Bank of Switzerland (UBS)

Bank Address:                  UBS Genève  
Case Postale 2600, 1211 Geneva 2, Switzerland

Swift Code:                      UBSWCHZH80A

IBAN:                              CH33 0027 9279 HU19 7223 0

Account Name:                  Commission internationale de juristes

Account Number:                279-HU197223.0

Thank you.

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**Please send completed payment form to: Laurent Tellier, Finance Officer  
International Commission of Jurists, P.O. Box 91, 33, rue des Bains, 1211 Geneva 8  
Email: [laurent.tellier@icj.org](mailto:laurent.tellier@icj.org)  
Fax: +41 22 979 38 01**

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<sup>1</sup> All donations in currencies other than Swiss Francs will be converted directly into Swiss Francs (CHF) upon receipt. The ICJ will provide acknowledgement receipts for gifts noting the amount donated in the original currency and its equivalent in Swiss Francs.

<sup>2</sup> Ibid.

## Ways to Send Contributions to the ICJ

### 1. By Credit Card:

- Check the Payment Box By Credit Card.
- Provide the requested information (Contact details, Card Number, Expiration Date, 3-digit Code (on back of credit card), Name as shown on card, Signature, and Expiration date.
- Send the completed Contribution Form:

By email, with scanned attachment:

- [laurent\(dot\)tellier\(at\)icj\(dot\)org](mailto:laurent(dot)tellier(at)icj(dot)org)
- [radosh\(dot\)piletich\(at\)icj\(dot\)org](mailto:radosh(dot)piletich(at)icj(dot)org)

Or by Post:

International Commission of Jurists  
c/o Radosh Piletich  
P.O. Box 91, 33, rue des Bains,  
1211 Geneva 8, Switzerland

- Wait for Notice of Confirmation of Receipt of Payment (after payment has cleared in bank account, up to 2 to 4 weeks).

### 2. By Bank Transfer:

- Check the Payment Box By Bank Transfer.
- Use your Internet Banking Account to make a bank transfer to the ICJ's Bank, using the information provided on the Contribution Form.
  - (If you have never made a bank transfer online, contact a customer service agent at your bank to assist in filing for a bank transfer from your account.)
- Scan the completed Contribution Form, and send it via email to:
  - [laurent.tellier@icj.org](mailto:laurent.tellier@icj.org)
  - [radosh.piletich@icj.org](mailto:radosh.piletich@icj.org)
- Wait for Notice of Confirmation of Receipt of Payment (after payment has cleared in bank account, possibly up to 2 weeks).

### 3. Over the Phone:

- Call Radosh Piletich, ICJ Development Officer: +41 22 979 38 40, during business hours in Geneva, Switzerland (10.00 to 18.00, Monday through Friday).
- Have your Credit Card information available (card number, expiration date, security code, etc.). Provide your email so that a confirmation can be sent.
- After the phone call, you will receive, by email, a request for a written confirmation that you have made a credit card contribution over the phone, the amount, and the date. *Please make sure that you respond to this email.*
- Wait for Notice of Confirmation of Receipt of Payment (after payment has cleared in bank account, up to 2 to 4 weeks).

Other helpful numbers:

- Julie Marion, Associate Development Officer: +41 22 979 38 09 ([julie.marion@icj.org](mailto:julie.marion@icj.org))
- Gisella Reina, Senior Officer for Development: +41 22 979 38 31 ([gisella.reina@icj.org](mailto:gisella.reina@icj.org))
- Laurent Tellier, Finance Officer: +41 22 979 38 04 ([laurent.tellier@icj.org](mailto:laurent.tellier@icj.org))