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STOCK GIFT INSTRUCTIONS

Date: \_\_\_\_\_

I/we hereby authorize the Foundation to sell the stock described below and to distribute the proceeds using the following instructions:

- 1. Owner of Stock (individual's or joint owner's name, church's name, or revocable living trust name)
2. Owner's Address
3. Owner's Phone #
4. Name of Stock Number of Shares
5. How Stock Will Be Transferred (check one):
[ ] Was/will be D.T.C. transferred to Foundation account at Merrill Lynch
Date your broker was instructed to make the transfer \_\_\_\_\_.
[ ] Is enclosed with this form
6. Name of church, agency, or fund that will benefit from the sale.
7. Address of church, agency, or fund that will benefit from the sale.
8. How are proceeds to be distributed? For example, a check to your local church, or deposited into a church account at the Foundation, added to a Foundation Fund (name the fund above), etc.
8a. If being deposited into a church account held at the Foundation, provide:
Account Number Account Name Fund to be invested in
9. Specific purpose the proceeds are to be used for (e.g. tithe, missions, capital campaign).
10. Is donor of this gift to remain anonymous? [ ] Yes [ ] No
11. Any other information about this transaction that the Foundation should know:
\_\_\_\_\_
\_\_\_\_\_

I understand that the stock will be sold as soon as practical and the proceeds (less discounted brokerage fees) will be distributed according to my instructions above.

Signature of Owner Signature of Co-Owner (if applicable)