

# SAMPLE DONATIONS BY GIFTS OF STOCK MEMO

## CAMPAIGN NAME

Church Name  
Church Address  
Church Phone

## DONATIONS BY GIFTS OF STOCK

Your financial advisors may suggest that it would be advantageous for you to make donations to CHURCH through a gift of stock. If that is your desire, please send a letter to your stock broker, with a copy to CHURCH, with the following information:

Date \_\_\_\_\_

(Your stock broker) \_\_\_\_\_

(Address) \_\_\_\_\_

(City, State, Zip Code) \_\_\_\_\_

RE: (Your account number at your stockbrokers firm)

\_\_\_\_\_

Dear Gentlemen:

Please accept this letter as authorization to DTC \_\_\_\_\_ (number of shares you wish to date) shares of \_\_\_\_\_ (name of stock you want to donate) to CHURCH BANK, for credit to the account of CHURCH, **brokerage account number** \_\_\_\_\_.

Thank you.

\_\_\_\_\_

\_\_\_\_\_  
(Your name and signature)

(Date)

\_\_\_\_\_

\_\_\_\_\_  
(Name and signature if joint account)

(Date)

cc: CHURCH NAME