

ROMAN CATHOLIC DIOCESE OF CHARLOTTE

STOCK DONATION INSTRUCTIONS

Gifts of stock may be made via electronic transfer or by physical certificate. The Diocese of Charlotte maintains a brokerage account with Morgan Stanley for the purpose of processing electronic transfers to the Diocese for the benefit of the Diocese or any of its parishes, schools or agencies. The Diocese cannot initiate stock transfers on your behalf. You must contact your broker directly.

PLEASE PROVIDE ALL INFORMATION REQUESTED AND FORWARD TO:

Stock Gifts – stockgifts@rcdoc.org
1123 South Church Street
Charlotte, NC 28203
(704) 808-4523 or (704) 370-6930

NOTICE OF STOCK DONATION:

Name: _____ Affiliation: _____

Address: _____
(Street) (City) (State) (Zip)

Work/Cell Phone: _____ Home Phone: _____

Email Address: _____

Name of stock and shares donated: _____

Date: _____

How Donated: Electronically _____ Physical Certificate _____

Please apply my gift towards: (DSA, Parish-Offertory, Catholic Charities, Making Room Challenge, Seminarian Education, Foundation/Endowments, etc.)

If securities are electronically transferred, the acknowledgment date is the date the securities enter our account at Morgan Stanley. For hand-delivered securities to the Diocese or Morgan Stanley, the acknowledgment date is the date received. If the securities are mailed to the Diocese, the acknowledgment date is the date received. Within ten days of processing your gift, an acknowledgment letter that complies with IRS regulations will be sent.

Morgan Stanley has instructions to sell stock as soon as possible (usually by the business day following their receipt of the stock). The actual net proceeds from the sale represent the amount that will be applied as you requested above. The net proceeds will be affected by the actual sale price, as well as a broker charge to process the transaction. Accordingly, there will be a variance between the charitable deduction amount and the net proceeds applied from the gift. The Diocese can not be responsible for any variance in these amounts.

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STOCK DONATION INSTRUCTIONS (page 2 of 2)

A. ELECTRONIC TRANSFER BY BROKER

Please communicate the following information to your broker

To: _____
(Broker's Name & Company)

Please transfer _____ shares of _____ stock from my

Account _____ to:

MORGAN STANLEY

ROMAN CATHOLIC DIOCESE OF CHARLOTTE

ACCOUNT # 767-104790

DTC # 0015

I / we hereby authorize the above stock transfer:

(Signature) (Date) (Signature) (Date)

B: DIRECT DONATION OF CERTIFICATE

1. If certificate is titled in the name of the donor:
 - a. Sign certificate
 - b. Include a "letter of intent" with your name, address, stock and shares and intent (e.g., Diocese of Charlotte – Diocesan Support Appeal, Catholic Charities, etc), with your signature and date.
 - c. Send by registered mail (or deliver) to the Diocese or deliver to a Morgan Stanley office.
 - d. Send copy of the completed first page of these stock donation instructions to the Diocese.
2. If certificate is titled in the name of the Diocese:
 - a. Send by registered mail (or deliver) to the Diocese, with the completed first page of these stock donation instructions.

PLEASE SEND COPY OF PAGE 1 TO:
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