# Sample letter to be edited by donor for gifting securities by electronic transfer to St. Paul Lutheran Church – New Braunfels.

Date

ABC Financial Investments

Attention: Your Broker or Agent John Smith

123 Main St

Anywhere , State 76543

Re: Transfer of stocks, bonds, mutual funds

Mr Smith,

We wish to make a charitable donation from our account#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_of \_\_\_\_\_\_\_\_\_ shares of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of company) stock/bond/mutual fund to St Paul Lutheran Church, a subordinate 501(c) (3) under Lutheran Congregations in Mission for Christ under Group Exemption Number 3972.  St. Paul’s federal tax number is 74-1400707.

The following instructions may be used to transfer assets to St Paul Lutheran Church:

Company name: First Clearing Corp LLC

DTC#: 0141

Account name: St Paul Lutheran Church

Account#: 7272-6295

Please make the necessary arrangements to transfer the assets to the Church. The contact person is Lanelle Rudolph, St Paul Lutheran Church, 777 West San Antonio Street, New Braunfels, Tx, 78130. Her phone number is 830-625-9191.

Sincerely,

Donor’s Name

cc: Lanelle Rudolph