



Procedure for Securities Transfer

Use these instructions to transfer securities to Friends Fiduciary to make a charitable gift:

- ◆ The donor will complete Section I of the Gift Intake Form on the following page and the Charitable Beneficiary will complete Section II. Submit the form to Friends Fiduciary via email to tmcelroy@friendsfiduciary.org and squinn@friendsfiduciary.org. For timely processing of gifts, please do not send the form via US Mail.
- ◆ The donor will inform their broker that shares should be delivered via DTC wire #2803 to U. S. Bank N.A., Institutional Code and Bank Agent #12278, for deposit into account #10996-01-J, Friends Fiduciary Corporation, Quaker Growth & Income Fund Participant Income Account. Please instruct broker to include donor and charitable beneficiary names in the transfer details. If shares are not DTC-eligible, contact Friends Fiduciary for additional options.
- ◆ If a stock gift is received without donor or charitable beneficiary information, Friends Fiduciary will hold the security for 24 hours. If we are unable to determine the donor or charitable beneficiary during that time, the security will be rejected back to the donor, with a note instructing them to contact Friends Fiduciary.
- ◆ Friends Fiduciary will complete Section III of the Gift Form and will forward the completed form to the charitable beneficiary, who will provide the donor with acknowledgment of the gift.

Stock Gift Processing Fees

Friends Fiduciary charges an administration fee of \$27.50 per security, per constituent investor beneficiary. For non-constituent investor beneficiaries, this fee is \$45. There is no fee for gifts with proceeds reinvested in a Friends Fiduciary account.

*Questions about securities transfers, please contact
Tim McElroy, Senior Accountant, at the Friends Fiduciary office at 215-241-7272 or
TMcElroy@friendsfiduciary.org*



ADDING VALUES TO STRONG PERFORMANCE.

GIFT FORM

SECTION I

Donor Information

Gift Information

Donor Name _____

Name of Security _____

Anonymous? _____

Number of Shares _____

Address _____

Charitable Beneficiary _____

Restriction/Designation _____

Beneficiary Contact _____

Email _____

Beneficiary Email _____

Phone _____

Beneficiary Phone _____

SECTION II

To be Completed by Charitable Beneficiary

Disbursement of Net Proceeds: **Reinvest**

Account Name/Code _____

Disbursement of Net Proceeds: **Check**

ACH

Address _____

Bank Name _____

Routing/ABA Number _____

Account Number _____

SECTION III

To be Completed by Friends Fiduciary

Date Received (Gift Date) _____

Trade Date _____

Prices on Date Received High _____

Sale Price _____

Low _____

Fees/Commissions _____

Average _____

FFC Admin Fee _____

Gift Value _____

Net Proceeds _____

Contact Friends Fiduciary with any questions by phone at 215-241-7272;
Email completed form to Tim McElroy, Senior Accountant, tmcelroy@friendsfiduciary.org