

# Instructions for Giving Stock and Mutual Funds

The Letter of Authorization (LOA) on the following page is for your convenience to contribute publicly traded securities such as stock and mutual funds and cash through your brokerage account. Please contact your financial institution to request their required procedures and forms and to provide them with the delivery instructions found below.

All contributions to the **Alternatives Pregnancy Center Single Charity Fund** are irrevocable and are in most cases eligible for a tax deduction. Individual circumstances vary. Please consult your tax advisor regarding your specific situations. Gifts from other tax exempt organizations are not deductible.

Please note that if you are sending physical stock certificates or stock held at a transfer agent, do not use the attached Letter of Authorization. Instead, please contact Alternatives Pregnancy Center.

If we may serve you in any way, please contact us using one of the options provided at the bottom of this page.

## Step 1: Initiate the Transfer with Your Broker

To transfer stocks or mutual funds that are being held electronically, please use the Letter of Authorization on the following page and instructions below. Include the giver's name and Alternatives Pregnancy Center Single Charity Fund #1513752 on all deliveries.

### Deliver All DTC Eligible Securities to

DTC Clearing 0226,  
National Financial Services, LLC  
For the account of National Christian Charitable  
Foundation Inc.  
Account Number 479-048720

### Other Securities: Mutual Funds and other securities may be delivered to one of the following accounts

Fidelity	Acct# 479-048720
Schwab	Acct# 6595-8708
Merrill Lynch	Acct# 210-04116
TD Ameritrade	Acct# 901694820

*Note: Some financial institutions and mutual fund companies require the use of their own form or an additional letter of instruction. If your mutual funds are held at a brokerage firm other than the ones listed, please check with your broker to see if the funds are transferable. If they are not transferable, please contact us.*

## Step 2: Notify Alternatives and NCF About Your Transfer

Please send a copy of your Letter of Authorization by mail, overnight delivery, email or fax and send an email confirmation to Marcy McGovern at [Marcy@YouhaveAlternatives.org](mailto:Marcy@YouhaveAlternatives.org).

### Mail or Overnight Delivery

National Christian Foundation  
ATTN: Contribution Services  
11625 Rainwater Drive, Suite 500  
Alpharetta, GA 30009

### Email

[transfers@nationalchristian.com](mailto:transfers@nationalchristian.com)

*Please note: Email transmissions are not secure.*

### Fax

888.672.7302

*Note: To ensure proper notification of your gift, please identify Alternatives Pregnancy Center on your letter so it is placed into the proper Fund.*

## Step 3: Confirm Your Transfer

Transfers must be initiated by your financial advisor or broker. Please confirm with your broker or advisor that your gift has been transferred from your account to NCF's account. Once received, the gift will be liquidated, settled, and completely posted to Alternatives Pregnancy Center Single Charity Fund. For tax deduction purposes, you will receive a gift acknowledgement from National Christian Foundation.

## Letter of Authorization

Please accept this letter as my authorization to irrevocably transfer a portion of the positions from my account with your firm. I understand that I must initiate this transfer with my broker. My intention is to gift these stocks to National Christian Charitable Foundation, Inc., for the Alternatives Pregnancy Center Single Charity Fund. If you have any questions, or if there is a problem with this transfer, please contact me immediately at the phone number below. This gift is being contributed by the following individuals / entities:

Contributor Name(s)

Address / City / State / Zip

Phone Number

Email Address

Name of Delivering Broker, Address, and Phone Number

My Account Number with Your Firm

**1513752**

NCF Giving Fund Number

**Alternatives Pregnancy Center Single Charity Fund**

NCF Giving Fund Name

**Please deliver these shares to the following broker:**

- Via DTC # 0226 to National Financial Services Acct# 479-048720 for National Christian Charitable Foundation, Inc.
- Fidelity Acct# 479-048720                       Merrill Lynch Acct# 210-04116
- Schwab Acct# 6595-8708                       TD Ameritrade      Acct# 901694820

**Please deliver these shares to the following broker:**

- Cash Contribution: \$ \_\_\_\_\_
- Stocks, mutual funds, or other publicly traded assets listed below:

Description of Assets / Name of Security	Symbol	Exact Number of Shares***	Approximate Dollar Value
Description of Assets / Name of Security	Symbol	Exact Number of Shares***	Approximate Dollar Value
Description of Assets / Name of Security	Symbol	Exact Number of Shares***	Approximate Dollar Value

\*\*\*Please initiate the transfer based on the number of shares and not the dollar value since security values may fluctuate. Shares are to be transferred in kind and are not to be liquidated.\*\*\* Total: \_\_\_\_\_

## Signatures

This is my written authorization to irrevocably transfer ownership of the assets specified in this form to National Christian Charitable Foundation, Inc. I understand that any contribution, once accepted by the Alternatives Pregnancy Center Single Charity Fund, represents an irrevocable contribution to National Christian Charitable Foundation and is not refundable to me for any reason.

Giver 1: Full Name (Please Print)

**Medallion Signature Guarantee Program Stamp Here**  
(If required by your financial institution)

Giver 1: Signature

Date

Giver 2: Full Name (Please Print)

Giver 2: Signature

Date

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