

# 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 Wells Fargo Advisors 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) 370-3395; Fax (704) 370-3249

### NOTICE OF STOCK DONATION:

Name: \_\_\_\_\_ Parish: \_\_\_\_\_

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, Name of Parish-Offertory, Capital Campaign, Catholic Charities, Name of Catholic School Annual Fund, Endowments, etc.)

\_\_\_\_\_  
\_\_\_\_\_

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

Wells Fargo Advisors 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 cannot be responsible for any variance in these amounts.

# ROMAN CATHOLIC DIOCESE OF CHARLOTTE

## 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:

**WELLS FARGO ADVISORS**  
**ROMAN CATHOLIC DIOCESE OF CHARLOTTE**  
**ACCOUNT # 7167-9213**  
**DTC # 0141**

I / we hereby authorize the above stock transfer:

\_\_\_\_\_  
(Signature) (Date) (Signature) (Date)

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### 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 Wells Fargo Advisors' office. Do not deliver stock to a Wells Fargo Bank location.
  - 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 copies of both pages to:**

**Stock Gifts – [stockgifts@rcdoc.org](mailto:stockgifts@rcdoc.org)**  
**1123 South Church Street, Charlotte, NC 28203**  
**(704) 370-3395; Fax (704) 370-3249**