

Instructions for Contributions of Publicly Traded Securities

Gifts of publicly traded securities to the Foundation can be made by transferring the assets to the Foundation's account at Northern Trust¹ via electronic transfer. Instructions are provided below. A sample letter of instruction to a broker is attached.

STOCK GIFT INSTRUCTIONS

The Depository Trust Company

Participant # 2669

FFC Account #: 4442539 CCF – Gift Account

BOND GIFT INSTRUCTIONS

Northern Chgo/Trust

ABA: 071000152

Account # 4442539 / Account Name: CCF – Gift Account

MUTUAL FUND GIFT INSTRUCTIONS

Receiving Client Acct # 4442539

Northern Trust DTCC participant ID: 2669

Donor firm must select Gift/Donation option while submitting to avoid reject

Questions? Call (213) 452-6214 and ask for: Carina Deleon, Sr. Director of Financial Operations

¹ To facilitate the sale of donated securities, Northern Trust charges a transaction fee of \$0.025 per share, with a minimum of \$10. The fee is deducted directly from the sale proceeds.

SAMPLE LETTER TO BROKER FOR ELECTRONIC TRANSFER OF SECURITIES

Date:

Broker Name:

Firm Address:

RE: Gift of Publicly Traded Securities and Mutual Fund Shares to California Community Foundation

Dear ____:

Please accept this letter as my authorization and direction to transfer the securities identified below from my brokerage account to the California Community Foundation's account at Northern Trust.

Brokerage Account Number: _____

Security/Fund Name: _____

Ticker Symbol: _____

Number of Shares: _____

I intend this transfer to be an irrevocable charitable gift to the California Community Foundation. Please transfer the above-referenced securities using the following delivery instructions:

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Please expedite this transfer and advise when completed.

Regards,

(Donor Name & Signature)

cc: Carina Deleon, California Community Foundation (email: cdeleon@calfund.org)