

NEW ALBANY PRESBYTERIAN CHURCH
STOCK DONATION INSTRUCTIONS

Thank you for your interest in making a charitable gift in the form of a stock donation to the New Albany Presbyterian Church (hereinafter referred to as "Church"). The Church maintains a brokerage account with United Brokerage Services, Inc. for the purpose of processing stock transfers for its benefit. Gifts of stock may be made via electronic transfer, or you may mail certificates to New Albany Presbyterian Church, PO Box 515, New Albany, Ohio 43054.

If you should have any questions about this process, please call Karla Muzi at (614) 933-9680.

PLEASE PROVIDE ALL INFORMATION REQUESTED:

Description of Stock
Donation:

Name of Donor

Name/No. of Shares Donated

Signature

Date

Please send page 1 via one of the following addresses as the first step of the transfer process:

New Albany Presbyterian Church
PO BOX 515
New Albany, OH 43054
Email: KMuzi@NewAlbanyPresbyterian.org

DELIVERY INSTRUCTIONS FOR STOCK DONATIONS

If you would like to donate a physical stock certificate(s):

Deliver your stock certificate, and a medallion stamped executed stock power with Letter of Authorization to change the ownership of the certificate to the address below. The Church will supply a medallion stamped executed stock power signed by Edward E. Reusch, Treasurer, with further instructions to United Brokerage Services, Inc.

New Albany Presbyterian Church
Attn: Edward E. Reusch, Treasurer
PO BOX 515
New Albany, OH 43054

If you would like to donate electronically held shares of stock, the following information will be needed.

- I. If the shares are currently held electronically by a broker, that broker needs this information:

Account- # 6532-5835

DTC- # 0141

Account Title- New Albany Evangelical Presbyterian Church

- II. If the shares are held electronically by a transfer agent:

A) You may make a request directly to the transfer agent for physical stock certificate to be issued in the name of New Albany Evangelical Presbyterian Church and delivered to Attn: Edward E. Reusch, Treasurer, PO BOX 515, New Albany, OH 43054. The Church will supply a medallion stamped executed stock power signed by Edward E. Reusch, Treasurer, with further instructions to United Brokerage Services, Inc.

OR

B) You may complete a Direct Registration Transaction form and recent copy of the transfer agent's statement and send to New Albany Evangelical Presbyterian Church, Attn: Edward E. Reusch, Treasurer, PO BOX 515, New Albany, OH 43054

To obtain a template of the Direct Registration Transaction form, Letter of Authorization form, or have questions about medallion stamps, transfer agents, or other questions about how to make your donation, please call United Brokerage Services, Inc. toll free at 888-424-6158 and speak our Financial Advisor Cameron Stewart.

Stock or Bond Power

Sub Firm #	BR Code	FA Code	Account Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Office Use Only)

IMPORTANT: READ CAREFULLY – The signature(s) to this power must correspond with the name(s) as written upon the face of the certificate(s) or bond(s). If the signature does not match the registration on the face of the certificate, the signer must disclose their capacity in which they are signing.

FOR Deposit into street name, the undersigned does (do) hereby sell, assign, and transfer:

If Stock, Complete This Portion.	Stock Description: _____
	Class: (Common, PFD, Class A) _____ Number of Shares: _____
	Certificate No(s): _____ Inclusive standing in the name of the undersigned on the books of said Company.
OR	
If Bonds, Complete This Portion.	Bond Description: _____
	Principal Amount \$ _____, Certificate No(s): _____
	Inclusive standing in the name of the undersigned on the books of said Company.

CLIENT AUTHORIZATION AND CAPACITY IS REQUIRED IF NOT SIGNED BY CURRENT REGISTERED OWNER		
<ul style="list-style-type: none"> The undersigned does (do) hereby irrevocably constitute and appoint our clearing agent, First Clearing*, attorney to transfer the said stocks or bond(s), as the case may be, on the books of said Company, with the full power of substitution in the premises. Capacity must be typed or written. 		
Signature of current owner and Capacity, if applicable X	Print Name	Date
Capacity (examples: Executor, Trustee, Survivor, Custodian, Heir)		
Signature of current owner and Capacity, if applicable X	Print Name	Date
Capacity (examples: Executor, Trustee, Survivor, Custodian, Heir)		

Medallion Signature Guarantee Program Signature Guaranteed By:

Return Completed Documents to Physical Processing at H0006-092.

*Account(s) carried by First Clearing. First Clearing is a trade name used by Wells Fargo Clearing Services, LLC, a registered broker-dealer and non-bank affiliate of Wells Fargo & Company.