

Stock Donations

Church members or other donors may donate stock directly to the church, and may be able to avoid or reduce capital gains taxes. The church will sell the stock with a Texas Methodist Foundation stock broker and the proceeds of the stock sale will be deposited directly in our church accounts. The donor may have a larger tax deduction based on the total amount of the charitable contribution.

Please follow these steps set up by Holy Covenant to donate stock to the church:

- Complete the second page of this document with your information
- Print the second page
- Sign it
- Send or fax a copy to your Stock Broker
- Send or email a copy to Sara Beltran at Texas Methodist Foundation (sbeltran@tmf-fdn.org)
- When TMF receives the stock from the transfer they will sell it as soon as possible (usually same day).
- Once the stock is sold, TMF will transfer the money into Holy Covenant's accounts and notify the church of the details of the sale via email.
- Holy Covenant's bookkeeper will forward the sale information back to you and ask for instructions on how you wish the funds to be applied within Holy Covenant.

Please be aware that there will be a small \$8.00 fee for the stock sales transaction that TMF initiates. This will be withheld from the sales proceeds. Please check with your stock broker/brokerage to ask if there is a fee to donate the stock to TMF.

Should you have any questions, please contact Carol Jones by phone: 972-492-2432 or email: cjones@hcumc.org.

Date: ___ / ___ / _____

<Name of Brokerage Firm>

<Name of Broker>

<Street Address>

<City, State ZIP>

Re: Transfer of stock

Dear _____:

We wish to make a charitable donation of _____ shares of [<Name of company>] stock to the Texas Methodist Foundation, a recognized 501-c 3, non-profit organization in Austin, TX. The Foundation's federal tax number is **74-1363741**. The proceeds will further credit Holy Covenant United Methodist Church.

The following instructions may be used to transfer stock to the Texas Methodist Foundation:

Company Name:	National Financial Services
DTC#:	0226
Account Name:	Texas Methodist Foundation
Account Number:	Z67-628220

Please make the necessary arrangements to transfer this stock to the Foundation. The contact person is **Sara Beltran**, Investor Services, Texas Methodist Foundation, 11709 Boulder Lane, Suite 100, Austin, TX 78726. Her telephone number is **(512) 331-9971 or 800-933-5502**.

Sincerely,

<Your Name>

cc: Sara Beltran
Texas Methodist Foundation
sbeltran@tmf-fdn.org
512-331-0670 fax