

## **Gifting Appreciated Stock or Mutual Funds** to First Unitarian Society of Milwaukee

### **Why gift stock or mutual funds?**

You can gift appreciated stock or mutual funds held over one year and receive a charitable deduction for tax purposes. The First Unitarian Society of Milwaukee is an exempt institution and pays no tax on gains.

### **What is the procedure to gift stock or mutual funds?**

You need to transfer your stock or mutual fund shares in writing. The date the stock is transferred is the date used for the First Unitarian's calculation of your charitable contribution. For stocks, the average of the *High* and *Low Trading Price* for the day is used; for mutual funds, *NAV (Net Asset Value)* is used.

One brokerage account we use for gifts is at the investment firm RBC Wealth Management. Please contact Bob Chernow or Linda Cowan of RBC Wealth Management and inform them that you will be transferring stock to the First Unitarian Society. They can be reached at:

Bob (414) 347-7089 or Toll Free 800-933-3246  
Linda (414) 347-7088  
Fax (414) 347-7670

### **If your broker holds your stock certificates**

Contact your broker about transferring your stock to the First Unitarian Society with a letter in writing stating the following:

To "Name of Your Broker":

Transfer (number) shares of (name of stock) to the First Unitarian Society  
Account #302-94099 RBC's DTC # is 235.

Your name and signature (both signatures if this is a joint account)

**Please disclose our name to the First Unitarian Society.**

This letter will make it easy for your broker to transfer your stock to our RBC Wealth Management Account through a back office transfer. Your broker will need to include two items referenced in your letter:

RBC Wealth Management DTC #235  
The First Unitarian Society. Account # 302-94099

**If you hold your own stock certificates**

Mail or bring the securities to:

Bob Chernow  
RBC Wealth Management  
Suite 1500  
1000 North Water Street  
Milwaukee, WI 53202

You will need a stock power (or your signature on the back of the certificates) and a signed letter of authorization as follows:

To RBC Wealth Management

Transfer (number) shares of (name of stock) to the First Unitarian Society (302-94099)

Your name and signature (both signatures if joint account)

**Please disclose our name to the First Unitarian Society.**

**If you are gifting mutual fund shares**

Decide which mutual fund shares you want to give as a gift. Contact the mutual fund company and inform them of your intent. Ask the Fund Company to fax the forms to Bob Chernow at (414) 347-7670. Bob or Linda will prepare the paperwork for you. **Please, please** call Bob at (414) 347-7089 or Linda Cowan at (414) 347-7088 to let them know that you will be transferring mutual fund shares.

It is our policy to sell all securities when they are received.

Bob or Linda will prepare a letter for you and our church that shows the amount of your charitable contribution for tax purposes.

Thank you for your generosity.