



**First Unitarian Society of Milwaukee**  
1342 N. Astor Street, Milwaukee, WI 53202  
414-273-5257

## **Gift of Appreciated Stock or Mutual Funds**

### **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 transfer your stock or mutual fund shares in writing. The date the stock is transferred is the date used for the Society'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.

Our main account for gifts is at the investment firm, RBC Wealth Management. Please contact Linda Cowan or Andy Cowan at RBC and inform them that you will be transferring stock to the First Unitarian Society. They can be reached at:

Linda (414) 347-7088  
Andy (414) 347-7139

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

Contact your broker about transferring your stock to the First Unitarian Society of Milwaukee in writing stating the following:

- To "Name of your broker"
- Transfer (number) shares of (name of stock) to First Unitarian Society of Milwaukee at RBC Wealth Management (Account #302-94099). RBC's DTC # is 0235.
- Your name and signature (both signatures if joint account)

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

- RBC Wealth Management
- First Unitarian Society of Milwaukee Account #302-94099

**If you hold your own stock certificates**

Mail or bring the securities to:

Linda Cowan  
RBC Wealth Management  
Suite 1500  
1000 N. 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 of Milwaukee
- Your name and signature (both signatures if joint account)

RBC's office is opposite the Marcus Performing Arts Center. There is free parking in his building. Bring in your parking ticket to be validated.

**If you are gifting mutual fund shares**

Decide which mutual fund shares you want to give as a gift to the First Unitarian Society of Milwaukee. Contact the mutual fund company and inform them of your intent. Ask the fund company to email the forms to Linda Cowan ([linda.cowan@rbc.com](mailto:linda.cowan@rbc.com)) who will complete the paperwork as the church's representative.

Then call Linda Cowen at (414) 347-7088 to let her know that you will be transferring mutual fund shares.

It is the policy of the Society to sell all securities when they are received.

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

Thank you for your generosity.