

Donation of Securities to Freedom Plains United Presbyterian Church

Effective September 1, 2017

Merrill Lynch Wealth Management account No. 858-02131

All security donations must be accompanied with a letter of intent from the donor(s) that sets forth how the donation is to be used. In accordance with IRS regulations, the donated securities will be valued as of the close of business on the day that they are received into the Church's investment account at Merrill Lynch Wealth Management.

Here are a few tips to make your donation of securities to the Church go as smoothly as possible.

Advise the Church treasurer that you are about to make a donation of securities to the Church. This can be done by sending an e-mail to treasurer@fpupc.org or by calling the Church office at 845-452-0684. This notification allows us to ensure that your donation is received on a timely basis and to follow up appropriately if it is not.

If the securities you wish to donate are held by a broker, they can be transferred from your brokerage account to the Church's brokerage account electronically via the ACAT system (your broker should be familiar with it). Advise your broker that our account at Merrill Lynch is in the name of the Freedom Plains United Presbyterian Church and the account number is 858-02131. If your broker asks you Merrill's "DTC number", it is 8862. Send your original letter of intent to the Church and give your broker a copy.

If the securities you wish to donate are held by ComputerShare, contact Kathryn (Kathy) Dilg at Merrill Lynch and advise her that you wish to donate stock that is held in your name at ComputerShare to the Freedom Plains United Presbyterian Church. She will obtain the information she needs to complete this transaction and handle it for you. Kathy can be reached at 845-431-2287. Send your original letter of intent to the Church.

If the securities you wish to donate are in the form of paper certificates, bring these certificates and a copy of your letter of intent to the local Merrill Lynch office at 2649 South Road (just north of the former Coyote Grill) during normal business hours. Obtain a receipt from Merrill Lynch documenting the date on which your certificates were turned over to them. Send both this receipt and your original letter of intent to the Church.

Please do not transfer any securities that you may wish to donate to the name of the Church. The above processes are simpler, faster, and avoid unnecessary expenses such as transfer taxes.

In order to claim an income tax deduction for securities donated to the Church, the securities must either be on deposit in the Church's brokerage account or properly executed paper certificates must be physically in the hands of the Church's broker by the end of the tax year for which the tax donation is to be claimed. IRS regulations on the dating and valuation of donated securities are very explicit and the Church cannot violate these regulations.

Once the donated securities have been posted to the Church's account at Merrill, you will receive an acknowledgement from the Church documenting the details of the transaction.

If you have any questions, contact Ian Williamson (845-297-9751) or Lou Biskup (845-546-7700) at the Church or Kathryn (Kathy) Dilg (845-431-2287) or Craig Irwin (845-431-2270) at Merrill Lynch.