

Making a Gift of Stock to Immanuel Lutheran Church

Please inform Deanna Hesse, the Parish Administrator, that a stock gift is being transferred so that we may facilitate the transfer and assure that you receive proper credit for your gift.

Phone: 651-699-5560

Email dhesse@ilcsp.org

If full details are available, please provide instructions on our Stock Donation form

The donor's name does not always appear on the stock transfer information, so please ask your broker to add your name in the subject line of the transfer so that we can identify you and thank you.

Your tax treatment of this stock gift should be determined in consultation with your financial advisor. The amount of gift credit we give you is equal to the average of the high and low values of the stock on the date of the gift. The date of the gift is the date the stock is transferred into Immanuel's account.

Stock Gift Instructions to Immanuel

Name: _____

Date: _____

I wish to donate the following stock to Immanuel:

Company Name	Identifier (Ticker)	Number of shares
_____	_____	_____
_____	_____	_____
_____	_____	_____

Designation: I would like my gift to support Immanuel's

General Fund _____ (# shares, % total, or approximate value)

Capital Campaign _____ (# shares, % total, or approximate value)

Other (please indicate) _____ Amounts not specified will support Immanuel's General Fund

Signed _____

Date _____

Delivery Instructions

Please ask your broker to deliver shares to:

MorganStanleySmithBarney, DTC #0015
 Immanuel Lutheran Church, Acct #390-109504
 345 St. Peter Street, 1800 Landmark Tower
 St. Paul, MN 55102-1637

Ask your broker to add your name in the subject line of the transfer so that we can identify you and thank you.

Please contact Deanna Hesse with any questions: Phone: 651-699-5560 Email: dhesse@ilcsp.org

Thank you very much!

OR

If you donate stock through Wells Fargo Shareholder Services, please reference Immanuel's account number on your stock transfer form:

Immanuel Lutheran Church
 104 S. Snelling Avenue
 St. Paul, MN 55105-1959
 Acct # 4002018294

For office use

Enter Contribution

- 1) Date = Date received on broker statement _____
- 2) Contribution Batch = Stock
- 3) Share price on date received (per IRS)
 high _____ low _____ average _____
- 4) Contribution Amount (=Fair Market Value per IRS):
 # Shares _____ * Avg price _____
 = Contribution \$ _____
- 5) Designation
 Gen Fund _____ Cap Campaign: _____

 Other: _____

Post Stock Sale

- Date = Date Sold from trade confirmation _____
- 1) Transfer: transfer total contribution from stock to cash account _____
 - 2) Post Commission Expense = Total commissions & fees from confirmation _____
 - 3) Calculate and Post Gain / (Loss) on sale:
 Gross proceeds from confirmation _____
 Less Commission Expense _____
 Less Fair Market Value _____
 Equals Realized Gain / (Loss) on sale _____
 - 4) Add comment to posting: ___ shares of _____ received _____; sold on _____ at _____ per share

Send Acknowledgement Letter Mailed: _____