

# Instructions For Giving Physical Stock Certificates

Use the following forms when contributing paper certificates to a NCF Giving Fund. If contributing gifts of securities electronically through the main brokerage houses, please see the Stock and Mutual Fund Transfer Form.

All contributions to a NCF Giving Fund are irrevocable and are in most cases eligible for a tax deduction.\* If we may serve you in any way, please contact us using one of the options provided at the bottom of this page.

\*Individual circumstances vary. Please consult your tax advisor regarding your specific situations. Gifts from other tax exempt organizations are not deductible.

## Instructions for giving Stock Certificates

Please follow the instructions below to ensure a smooth transfer of your shares. Stock certificates should not be endorsed.

1. Complete the Stock Certificate Gifting Form found on page 2 to identify the Giving Fund that will receive the contribution.
2. Complete the Certificate Release Request found on page 3, including a Medallion Signature Guarantee.\*
3. Complete the Stock or Bond Power Form found on page 4, including a Medallion Signature Guarantee.\*
4. Send the certificate(s) and pages 2-4 to NCF at the address found on page 2. We suggest using a traceable overnight service or USPS return receipt request.

The process usually takes 5-7 business days. Restricted stocks may require additional documentation and processing time.

\*A Medallion Signature Guarantee can be obtained at any bank or other financial institution that participates in the Medallion Signature Guarantee Program. Please note that this is not the same as a notary.

# Stock Certificate Gifting Form

Please include this page with your stock certificate and any other required forms.

## CONTRIBUTOR INFORMATION

Please contribute my gift to this Giving Fund:

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NCF Giving Fund Number

NCF Giving Fund Name

This gift is being contributed by the following individuals / entities:

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Contributor Name(s)

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Address

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Phone Number and Email Address

## DELIVERY INSTRUCTIONS

When your form is complete, please review it and the related documents. Please be sure all relevant signatures are obtained, including a Medallion Signature Guarantee if required. Mail your form and the related certificate(s) via traceable mail to the address below:

National Christian Foundation  
ATTN: Contribution Services  
11625 Rainwater Drive, Suite 500  
Alpharetta, GA 30009

This is my written authorization to irrevocably transfer ownership of the assets specified in this form to National Christian Charitable Foundation, Inc. I understand that any contribution, once accepted by the Fund, represents an irrevocable contribution to National Christian Charitable Foundation, Inc. and is not refundable to me for any reason.

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Giver 1: Full Name (Please Print)

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Giver 2: Full Name (Please Print)

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Giver 1: Signature

Date

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Giver 2: Signature

Date



# Fidelity Irrevocable Stock Or Bond Power Form

To allow Fidelity Brokerage Services, LLC to facilitate the processing of your certificate(s) in the absence of your endorsement on the certificate(s), please complete and sign this stock/bond power, which we will attach to the certificate(s). Return the completed form to your investment advisor.

National Christian Charitable Foundation, Inc. 479-048720 G  
Advisor Name Account # G Number

## Registration (FOR NCF TO COMPLETE)

Primary Account Holder Name Date of Birth

Entity/Business/Trust Name

Joint Account Holder/Trustee Name (If Any) Date of Birth

## Irrevocable Stock or Bond Power for Value Received (TO BE COMPLETED BY GIVER)

The undersigned does (do) hereby sell, assign and transfer to National Christian Charitable Foundation, Inc.

If stock, insert above (Number of Shares)

If bonds, insert above (Number of Bonds)

Share of the (Common/Preferred)

Bonds of the (Description of the Company or Municipality)

Stock of

In the Principal Amount (face value)

Represented by Certificate(s) Number(s)

Represented by Certificate(s) Number(s)

Certificate # Certificate #

Certificate # Certificate #

Inclusive, standing in the name of the undersigned on the Books of said Company. The undersigned does (so) hereby irrevocably constitute and appoint National Financial Services LLC, attorney to transfer the said stock or bond(s) as the case may be, on the books of said Company with full power of substitution in the premises.

## Signature of Named Certificate Holders

Note: if the stock is registered in more than one name, please have all parties sign below exactly as their name(s) appear on the certificate(s).

Signature Date

Signature Date

Signature Date

Signature Date

Signature Date

Signature Date

**Medallion  
Signature Guarantee**

**Medallion  
Signature Guarantee**