CENTER ON 3656 N. HALSTED

Stock Transfer Instructions

1. Notify one of the following staff members at Center on Halsted, via email or by phone 773.472.6469, requesting their extension listed.

   Diane Pascal,
   Chief Development Officer   **DPASCAL@CENTERONHALSTED.ORG ext 245**

   Jeong Shin,
   Senior Accountant   **JSHIN@CENTERONHALSTED.ORG ext 265**

   Nick Roman,
   Director of Major Gifts   **NROMAN@CENTERONHALSTED.ORG ext 237**
   and Individual Giving

2. Please provide your name, phone number, name of stock or ticker, number of shares, approximate value of the gift, expected date of stock transfer, intended purpose and the name of the financial institution.

3. Instruct your brokerage account in writing of the following:

   Please transfer [quantity] shares/units of [name of your donated security]

   to: Sanford C. Bernstein & Co., LLC as follows:

   Broker: Sanford C. Bernstein & Co., LLC

   DTC #: 0013

   Account Name: Center on Halsted

   Account Number: 034-31329

   Tax ID: 51-0178807

   Bernstein Contact Information: chi-team2@bernstein.com

4. After Center on Halsted is notified that your donated securities are received, we will acknowledge your gift with the information you need for your tax records. Please watch for this letter from us.

Frequently Asked Questions:

1. What amount can a donor take as a tax deduction?

The donor receives a total charitable contribution for the average or **median value of the HIGH and the LOW** of the stock <u>on the date</u> it was transferred.

Example: If the average price per share was $10.00, and 100 shares were donated, the total value of the donation would be $1,000.00.

2. If a stock is donated to us to satisfy an existing pledge what dollar amount is credited to the pledge?

The total value of the donation, as seen in the example above, is the amount that would be applied to the pledge.

3. What if the stock is sold at higher or lower price than the average price that was credited to a pledge? Do we adjust the amount that is credited to a pledge?

No, the donor is credited for the value of the donation as seen in the above example.