



Breaking the cycle of domestic violence.

Stock Gift Procedures

Stock gifts are an important source of support for the Rose Brooks Center (RBC). Giving a stock gift is easy. The process is as follows:

To execute an electronic transfer of your stock to RBC, please transfer stock to the RBC account at UMB by completing a gift letter and sending it to your brokerage firm. Transfer instructions are on the letter (see attached sample letter on following page.)

The date of your gift is the date that Rose Brooks Center receives the shares in its account. The value of the gift will be the average of the high and low prices on the day the gift was received into the RBC account. You will receive written confirmation of the value and date of your gift for income tax purposes.

If you have questions please contact Marla Svoboda at Rose Brooks Center at 816-523-5550 x419.

Please return a copy of your letter to:

**Rose Brooks Center
ATTN: Marla Svoboda
PO Box 320599
Kansas City, MO 64132**

STOCK GIFT SAMPLE LETTER

(Date)

Your Broker's Name
Brokerage Firm's Name
Brokerage Firm's Address

Dear (Broker):

I, (donor's name), authorize you to transfer ____ (number of shares) shares of _____ (name and ticker of stock) from my account, _____ (brokerage account number). Please transfer these shares to the Rose Brooks Center. The Rose Brooks Center account information and transfer instructions are as follows:

- **DTC**
DTC #2450
Agent Bank #28825
Institutional Number: 94636
UMB Bank, n.a.
FBO IA Rose Brooks Center Inc., account # 137688.1

Please contact Marla Svoboda (816-523-5550 x 419) with the following information:

- Your name and phone number
- My name as donor
- Name and ticker of the stock transferred
- Number of shares being transferred

If you have any questions about this transaction, call me at (donor's phone number).

Thank you for your prompt attention to this matter.

Sincerely,

(Donor's name)

Cc: Marla Svoboda
Rose Brooks Center
PO Box 320599
Kansas City, MO 64132