

Stock and Mutual Fund Donation Instructions

1. Prepare a Stock Donation Instruction Letter (see next page for sample).
2. Two copies are needed:.
3. Send one as instruction to your broker:

Your broker will need the following information to transfer stock(s) to SCOTTRADE.

Scottrade
13275 Manchester Road
St. Louis, MO 63131-1708

Phone: 314-984-0200
Fax: 314-984-8660
Internet: www.scottrade.com
Touchtone: 1-800-906-SCOT

DTC #0705 FOB First Free Church
Account # 74301439

Contact: Marian Koehrer, Financial Office Assistant

4. Mail the second copy to First Free church office at:

First Free Church
Attn: Contributions Clerk
1375 Carman Rd
Manchester, MO 63021

5. For gifting of mutual funds, contact your broker for instructions.



FIRSTFREE
CHURCH

1375 Carman Road
Manchester, MO 63021
636.227.0125
www.efree.org

Stock Donation Instruction Letter

Date: _____

First Evangelical Free Church of West St. Louis County
Attention: Contributions Clerk
1375 Carman Road
Manchester, MO 63021-5639

Dear Contributions Clerk:

I (we) freely donate _____ (# of shares) shares of _____
(Name of Company)
stock to First Evangelical Free Church. I (we) would like to designate the

contribution to the (check one):
 General Fund
 Benevolence/Scholarship Fund
 Building Fund
 Mortgage Reduction
 Outreach Fund

The above shares were delivered to SCOTTRADE, FBO First Evangelical Free Church, Account #74301439, DTC #0705, on _____.

Sincerely,

Print Name: _____

Signature: _____

Print Name (Spouse/Co owner): _____

Signature: _____