

(Stock Transfer Sample Letter)

Date:

Dear:

I would like to make a gift of stock on *[insert date]* to Family Promise of Hall County. Please transfer *[number]* shares of *[company name]* to the charity on *[indicate month, year when you would like transfer to occur]*.

Use the following transfer instructions:

**Family Promise of Hall County, Inc**

***C/O Wells Fargo Advisors***

**DTC Number:** 0141

**ACCT Name:** Family Promise Hall (Tax ID# 27-5544034)

**ACCT Number:** 78915221

It is important to notify Family Promise of the gift being transferred. Contact information is as follows:

**Family Promise of Hall County**

***Attn: Anne Ayers***

Email: [anne@familypromisehall.org](mailto:anne@familypromisehall.org)

Phone: (770)535-0786

Family Promise of Hall County will also provide me with a receipt for this gift.

Thank you for your prompt attention to this matter.

Sincerely,

Cc: Family Promise of Hall County