

**SAN MARINO COMMUNITY CHURCH**  
**STOCK/SECURITIES DONATION**  
**EFFECTIVE 5/1/09**

THE PROCESS OF DONATING APPRECIATED STOCK TO SAN MARINO COMMUNITY CHURCH OR THE FOUNDATION OF SAN MARINO COMMUNITY CHURCH CAN BE MADE EASY BY FOLLOWING THESE SIMPLE STEPS.

(1) In writing, notify Office Manager Debbie Turner, ([dturner@smccpby.com](mailto:dturner@smccpby.com)) or Business Manager Skip Ober Miller ([skipom@smccpby.com](mailto:skipom@smccpby.com)) of your intention to donate appreciated stock. Please include where the proceeds of the stock should be applied.

SMCC maintains a brokerage account with:

RBC Wealth Management  
2 North Lake Ave, Suite 1100  
Pasadena, CA 91101

Our broker's name is Michael O. Healy.  
His office phone number is 626-204-2120

(2) If your shares are held by your brokerage company, you need only notify your broker, in writing, to transfer the number of shares you desire to:

RBC Wealth Management  
DTC Clearing Number 0235  
FBO San Marino Community Church  
Account #31107798

(3) If your shares are held by you, in your own name, you have several options:

- (a) Deposit the shares with your broker and follow the step in (2) above.
- (b) Open an account with RBC and deposit your shares to that new account, along with instructions to transfer immediately to the account of SMCC.
- (c) Deliver the shares to RBC along with a letter of authorization to deposit the shares into the SMCC account. You will be asked to endorse the share certificate while at RBC.

You will receive from the church a statement showing the Fair Market Value, usually the average of the high and low quotations for the day you donated the stock. This is the basis for your income tax deduction as a charitable donation.