

The Homer Foundation

Connecting generosity with community need on the Southern Kenai Peninsula since 1991.

INSTRUCTIONS FOR CONTRIBUTIONS OF STOCKS AND BONDS

Electronic Transfer. The easiest way to transfer stocks or bonds to the community foundation is to transfer the asset to our Schwab account via electronic transfer, or “DTC.” To transfer stocks or bonds this way, simply send your bank or brokerage firm signed instructions to transfer the asset to the “Homer Foundation’s Schwab account 4454-1110 via DTC 0164.” Sample instructions to a broker for electronic transfers are attached.

Certificate Transfer. If you are giving stock or bond certificates registered in your name(s), we need a notarized “gifting letter” detailing your gift. This notarized letter and a “stock power form” must be signed by all owners listed on the certificates, exactly as they are registered. A sample “gifting letter” and “stock power form” are attached.

Restricted Stock. The Homer Foundation is not accepting restricted stock at this time.

Mutual Funds. The contribution of mutual fund shares often requires more steps and more time than a straight contribution of stocks or bonds—an important consideration at the end of the calendar year. The first step is to contact your mutual fund company and request instructions for charitable contributions of mutual fund shares. Each mutual fund has a different process—most require a letter from you indicating your desire to “re-register” your shares to the community foundation. Policies vary—some mutual fund companies allow the electronic transfer of shares to our brokerage account while others require us to open an account to handle the transfer.

**SAMPLE LETTER TO BROKER FOR
ELECTRONIC TRANSFER OF STOCKS AND BONDS**

Date

Broker Name
Firm
Address
City/State/Zip

RE: Gift of Stock to the Homer Foundation

Dear Broker:

This letter constitutes my direction to you to transfer the following shares of stock from my account number _____ to the Homer Foundation's Schwab account number 4454-1110 via DTC number 0164.

Number of shares	Company
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I intend this transfer to be a gift to the Homer Foundation. Please expedite this transfer and advise me when it is complete.

Very truly yours,

(signature)
Donor

SAMPLE GIFTING LETTER FOR STOCK CERTIFICATES

Date

Charles Schwab & Co. Inc.
Processing Center
PO Box 173797
Denver, CO 80217-9572

RE: Gift of Stock to the Homer Foundation

To Whom It May Concern:

This letter constitutes my direction to you to transfer the following shares of stock from my account to the Homer Foundation's Schwab account number 4454-1110.

Number of Shares	Company	Certificate Number
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I intend this transfer to be a gift to the Homer Foundation. I hereby relinquish all right, title and interest in these securities and I do hereby finally and irrevocably release and discharge you of any claims by me or my legal representatives with reference thereto, including the proceeds of the sale and disposition thereof.

Please expedite this transfer and advise me when it is complete.

Very truly yours,

Signature

Both Signatures if Joint Account

State of _____
County of _____

On this _____ day of _____, 2002, before me personally came _____ to me known, and known to me to be the individual described in and who executed the foregoing instrument and who acknowledged that s/he executed the same.

Notary Public Signature and Stam

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IRREVOCABLE STOCK OR BOND POWER

For Value Received, the undersigned does (do) hereby sell, assign and transfer to:

The Homer Foundation
P.O. Box 2600
Homer, AK 99603
Taxpayer I.D. Number 92-0139183

**IF STOCK,
COMPLETE
THIS PORTION**

_____ Shares of the _____ Stock of _____

Represented by certificate(s) number(s) _____ inclusive,
standing in the name of the undersigned on the books of said Company.

**IF BONDS,
COMPLETE
THIS SECTION**

_____ Bonds of _____

In the principal amount of \$ _____ Number(s) _____
inclusive, standing in the name of the undersigned on the books of said
Company.

Attorney to transfer the said stock or bond(s), as the case may be, on the
Books of said Company, with full power of substitution in the premises.

IMPORTANT: The signature(s) to this power
must correspond with the name(s) as written upon the
fact of the certificates (s) or bond(s) in every particular
without alteration.

[PERSON(S) EXECUTING THIS POWER SIGN(S) HERE]

Account No. _____

Dated: _____