



Stock Transfer Form

As a general rule, a gift of stock (or other appreciated property) entitles you to a tax deduction for the market value of the donated stock (not just your cost basis). If the stock you wish to donate has been held for more than one year, you may be able to avoid capital gains tax on any appreciation of the stock by donating the stock prior to sale. The Civic Center of Greater Des Moines benefits by selling the stock without paying taxes on the gain, and you benefit from making a contribution that would be larger than what you might have been able to donate in cash. It is generally not to your maximum tax benefit to donate securities which have been held less than one year or which are valued at less than your cost. However, there are exceptions to these rules. Please consult qualified tax counsel for advice about your specific circumstance.

Please complete the following and send a copy to the Civic Center of Greater Des Moines:

Todd Fogdall
Civic Center of Greater Des Moines
221 Walnut St.
Des Moines, IA 50309
(515) 246-2351; (515) 246-2305 FAX

Donor Information

Donor's Name: _____

Donor's Address: _____

Donor's Telephone Number: _____

How would like the gift to be acknowledged in printed materials? _____

Gift Information

Date Securities to be transferred: _____

Name of Security(ies) and Number of Shares:

Gift Designation and Purpose, if any (e.g. Capital Campaign, Annual Fund):

Transferring Financial Institution Information

Name of Financial Institution: _____

Contact: _____

Telephone: _____

The following information will enable your broker to arrange an electronic transfer of stock:

Securities:

DTC Eligible Securities:

DTC Clearing 0418 – Morgan Stanley/Smith Barney
For A/C #: 49B-03522-10-535 Civic Center of Gr. DSM Donation A/C

Gifted from: _____
(Donor Name)

Fed Book Entry Eligible Securities:

ABA# 021 000 018
Bank of NYC/SBSRTL
FBO 49B-03522-10-535
Civic Center of Greater DSM Donation A/C

To wire funds rather than transfer securities positions:

Chase Manhattan Bank NYC
ABA# 021 000 021
FBO Smith Barney Inc.
A/C 066-198038
For further credit to A/C # 49B-03522-10-535
FBO Civic Center of Greater Des Moines Donation Account

- Please check here if you wish to donate shares that are in certificate/paper form or shares of a mutual fund held at the fund company. A Morgan Stanley/Smith Barney representative will contact you as the above instructions will not apply.

Donor's Signature: _____ Date: _____

Please provide this form to your financial institution for processing and by fax to Todd Fogdall (515) 246-2305. A Morgan Stanley/Smith Barney representative will contact you by phone to provide confirmation of receipt and the Civic Center will provide the necessary documentation to support your tax filing. THANK YOU!