



Stock and IRA Rollover Gifts: Tax-Wise Ways to Donate

GIFTS OF STOCK

Instructions for transfer of securities via Depository Trust Company (DTC)

To contribute securities to WCA, please take the followings steps:

1. Notify WCA and their Broker, Davenport & Company, of the securities that you plan to donate.

Please contact WCA:

Rob Campbell
Head of Administration
101 Schoolhouse Lane
Williamsburg, VA 23188
Tel. (757) 378-5265
Fax (757) 345-5597
Email: campbellr@williamsburgchristian.org

Please Contact the WCA Broker:

Davenport & Company LLC
Attention: Mrs. Sherri L. Petefish
5400 Discovery Park Blvd. Suite 301
Williamsburg, VA 23188
Tel. 757-258-2812
Fax 1-866-932-6620
Email: spetefish@investdavenport.com

2. Instruct your broker to transfer the stock shares you've identified to Williamsburg Christian Academy as a charitable gift (Your broker may require instruction in writing – with a signature guarantee), providing them with the exact transfer instructions below:

Davenport & Company LLC **DTC #0715**
Account Name: Williamsburg Christian Academy
Reference **Account No. 1555-7563**
From: (Your name and account number)

***IMPORTANT – PLEASE instruct your broker to provide the following information directly to Williamsburg Christian Academy when transferring the stock to WCA via DTC:**

- **Your name and complete address; Your account number;**
- **Name and number of securities transferred; Valuation of stock on date of transfer;**
- **WCA Fund Designation**

Without this information, we cannot identify and acknowledge the gift.

Please note, Mutual Fund gifts require additional arrangements. If you wish to transfer mutual funds, please call the WCA broker at the contact information above.

Thank you for your contribution to the Williamsburg Christian Academy Ministry. WCA is a 501 (c) (3) not for profit corporation.