



BENEFITS OF GIVING STOCK

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 can avoid capital gains tax on any appreciation of the stock by donating the stock prior to sale. **St. Martin de Porres Academy** 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.

TRANSFERRING STOCK TO St. Martin de Porres Academy

To donate shares of stock to the **Academy**, electronically or by mail, please use a [letter of transmittal](#) stating your intention to donate to the Academy. Send the letter to *both* Merrill Lynch (Academy's' broker) and to the Academy's Development Office. Contact information for Merrill Lynch can be found below.

Electronic transfer to St. Martin de Porres Academy account with Merrill Lynch:

Please have your broker contact Merrill Lynch (Joseph Prior or Megan Prior Collard) at 800.680.0862 and inform them of your wish to transfer stock .

To transfer of stock certificates to St. Martin de Porres Academy with Merrill Lynch

You may choose to mail stock certificates directly to Merrill Lynch at the address listed below. When the stock certificates are mailed, please also send a fully- and properly-executed stock power *under separate cover*. It is strongly suggested that you send the stock and stock power via either overnight U.S. mail or certified mail/return receipt requested. If sending certified, you should retain the date-stamped receipt for tax records. The date of the gift for substantiation/acknowledgement is the date the securities and fully-executed stock power are *mailed* via U.S. Post Office or *delivered* by private carrier.

Merrill Lynch

Attn: Joseph Prior or Megan Prior Collard
157 Church Street, New Haven, CT 06511
Phone: 1.800.680.0862 Fax: 203.635.4532
DTC # 5198 Account #: 81204086
St. Martin de Porres Academy Tax ID: #81-0666655

How the Value of Your Gift Will Be Determined

The value of your gift is the average price of the stock on the date the stock was electronically transferred to the **Academy**. If you have mailed certificates, the date stamped on the U.S. postal service certified mail receipt as the date the stock certificates and fully-executed stock power were mailed will be used. If you use a private carrier (such as Federal Express), IRS rules recognize the gift as being completed when actually delivered, not when the certificates are sent.

If you would like further information about making a gift of stock, contact the Academy's Development office at 203.772.2424.

This information reflects, in very general terms, how a gift might affect specified tax liabilities. This is not an effort to reflect your current tax picture or suggest that a particular gift will have the indicated result in your case; only your lawyer and accountant can do that. We suggest you consult your professionals before acting upon the concepts reflected here.