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MEMORANDUM RE: Gifts of Stock to Canyon Springs Church

Thank you for asking about the protocol for giving gifts of stock to Canyon Springs Church. The two methods of making a gift this way are electronically through your broker or through the actual giving of the stock certificates. Electronically is the easiest method.

In either case our broker is: Charles Schwab
P.O. Box 7368
San Francisco, CA 94120-9366
(800) 435-4000

ELECTRONIC TRANSFER

Your broker will need the following information to carry out your instructions:

Charles Schwab DTC Number:	0164
Canyon Springs account number:	2290-1949
Canyon Springs Federal Tax ID Number:	33-0917094

TRANSFER OF STOCK CERTIFICATES

1. Secure and sign a Stock Power and have it signature guaranteed by a brokerage firm or full service bank. (Spouse's signature must be included if the stock is held jointly or in trust.)
2. Send the Stock Certificates to the Canyon Springs Church along with a brief letter stating you want the stock used as a contribution.
3. Send the signed and signature guaranteed stock power to Canyon Springs Church in a separate envelope from the stock certificates.

For questions or further information, please contact John Wickenhiser (619) 699-3022.

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