**Transfer Letter to give securities to RAAC**

*(insert your info where indicated in italics)*

*Your name*

*Your mailing address*

*Date*

*Broker’s or banker’s name*

*Company name*

*Company address*

Dear Sir or Madam:

With this letter I hereby inform you of my desire to make a gift of securities to the Rappahannock Association for Arts and Community—RAAC—(Tax ID Number 52-1276732) and request that you transfer:

\_\_\_\_\_\_\_ of shares of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(number) (name of stock)*

from my account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(your account number)*

Please transfer these shares to the Rappahannock Association for Arts and Community. RAAC maintains an account with Charles Schwab. That account information is:

Brokerage Firm: Charles Schwab

DTC Number: 0164, Code 40

Schwab Account Number: 5172-5516

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**Note for Donor:** Please notify RAAC before or at the time of any securities transfer. This will let us accurately identify and acknowledge your gift. Please contact Sallie Morgan, RAAC Treasurer, at 540.987.8677 or email her at morgan.sallie@gmail.com. Alternatively, contact Matthew Black, RAAC President, at 540.987.9180 or email him at matthewblackimages@gmail.com. Thank you!