

**How to make a gift
of appreciated securities to
The Kinkaid School
Tax ID: 76-0295523**

- When transferring a gift of appreciated securities to The Kinkaid School, please send through the School's account at Wells Fargo Advisors. The School's brokerage account is 4376-9492, and the DTC account number is 0141.
- The contact person at Wells Fargo Advisors is Jennifer Burdette. You may reach Jennifer Burdette at 281-340-8881 or jennifer.burdette@wellsfargoadvisors.com.
- **Prior** to receipt by Wells Fargo Advisors, please send the School a letter of transmittal that will confirm your gift. (See accompanying draft below). Please state in this letter the name of the appreciated securities and the number of shares to be transferred. Please scan and email this letter to Andrea Reyna in the Advancement Office (andrea.reyna@kinkaid.org).
- The date that the stock is received in the School's DTC account is the date of the gift.
- The value of the stock is determined by taking the average of the high and the low on the date of receipt into the account.
- The securities will be sold no later than the next business day following date of receipt.

If you should have any questions about this transaction, please call Andrea Reyna at 713-243-5046 or Bridget Hennessey at 713-243-5044.

THANK YOU FOR YOUR GIFT TO KINKAID!

LETTER OF TRANSMITTAL

TO: The Kinkaid School
FROM: _____

RE: Gift of Stock
DATE: _____

I/we will be transferring _____ shares of _____ stock to The Kinkaid School. The School's brokerage account is 4376-9492, and the DTC account number is 0141 at Wells Fargo Advisors.

| Gift Type: | Gift Purpose: |
|---|---|
| <input type="checkbox"/> One-time gift | <input type="checkbox"/> The Kinkaid Fund |
| <input type="checkbox"/> Pledge payment | <input type="checkbox"/> All In Campaign |
| | <input type="checkbox"/> Restricted/Other: _____ |

Stock Overage Options:

If you are paying a pledge installment and the stock value is more than your pledge installment total, how would you like us to apply the extra funds?

- Call me to discuss
- Apply extra funds same as above selection
- Other: _____

Please scan and email this letter to Andrea Reyna at andrea.reyna@kinkaid.org. This will help ensure timely disposition of your gift. Please contact Andrea at (713) 243-5046, if you have any questions.

Thank you!