



Holy Trinity Catholic Church

Instructions for Making Gifts of Securities

Our preferred method of receiving securities is by electronic transfer. If this is not possible and the securities you intend to transfer are not publicly traded, or if you hold the securities in certificate form, please contact the Development Office at the number listed below for further instructions.

For electronic transfers, your broker/investment advisor should transfer the securities to Merrill Lynch. In order to make that transfer, your broker/investment advisor will need to know the following information:

Merrill Lynch is located at 1152 15th Street, NW, Sixth Floor, Washington, DC, 20005.

1. Merrill Lynch DTC identification number: 5198
2. Our contact at Merrill Lynch is William P. Milby (202.862.2673) or Kerrie Ryan (202.862.2662).
3. Holy Trinity Church, Primary Account number: 440-04102
4. Holy Trinity tax identification number: 53-0196509

In order for Holy Trinity to properly acknowledge your gift and to credit your account, please provide the following information to Shauna Creary, **before** making your gift. Shauna's contact information:

screary@trinity.org / 202-903-2821

1. Name of donor and fund designation
2. Name of company stock and approximate number of shares or value of gift
3. Approximate date of initiated transfer

Thank you for your support of Holy Trinity Catholic Church!

3513 N Street, NW
Washington, DC 20007

202-903-2821

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