



## Stock Transfer Instructions

- (1) To ensure proper crediting and timely acknowledgement of the gift, please contact Food Bank and provide the following donor information:

Name of Donor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Anticipated amount of stock and # of shares: \_\_\_\_\_

Anticipated date of the stock transfer: \_\_\_\_\_

You can contact or email this form to: Elizabeth Amoriello  
Communications and Development Coordinator  
elizabetha@yorkfoodbank.org  
(717) 846-6435 ex. 206

- (2) Ask your broker to transfer your stock gift to the York County Food Bank's brokerage account:

**Receiving Firm DTC Number: 0015**

**Receiving Firm Name: Morgan Stanley**

**Receiving Firm Client Account Number: 916-014402-091**

**Receiving Firm Client Account Name: York County Food Bank**

- (3) After we receive the transfer of funds, we will send the donor a letter acknowledging the gift which may be used as a tax receipt. Thank you!