

*Gift Letter Used To Transfer Stock to Berks County Community Foundation*

Your Name: \_\_\_\_\_  
Your Street Address: \_\_\_\_\_  
Your City, State, Zip Code: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Frances A. Aitken, CPA  
Vice President for Finance and Administration  
Berks County Community Foundation  
P.O. Box 212  
Reading, PA 19603-0212

Dear Frances,

Delivered here are the following securities registered in the name of \_\_\_\_\_:

Stock name: \_\_\_\_\_  
Number of shares: \_\_\_\_\_ Certificate #: \_\_\_\_\_

Stock name: \_\_\_\_\_  
Number of shares: \_\_\_\_\_ Certificate #: \_\_\_\_\_

Stock name: \_\_\_\_\_  
Number of shares: \_\_\_\_\_ Certificate #: \_\_\_\_\_

I/We hereby donate the above listed securities to the Berks County Community Foundation.

*or*

I/We hereby donate the above listed securities to the \_\_\_\_\_ Fund  
of Berks County Community Foundation.

Sincerely,

\_\_\_\_\_  
*Signatures of those named on the stock certificate*

To determine the method, or mix of methods, that makes the most sense for structuring a gift through Berks County Community Foundation, the information on these pages should be reviewed with a competent financial, tax or estate planner.