

**LETTER OF INTENT FOR A GIFT OF SECURITIES**

**Thank you for your support. Please mail or fax the completed form to your broker and send a copy to Michelle Muñoz | Development Department | Archdiocese of Galveston-Houston | PO Box 907 | Houston, TX 77001-0907 or fax to: 713.659.7640. Failure to send a copy to the Development Department may delay the distribution of your donation.**

Date: \_\_\_\_\_

From: (Shareholder/Donor) \_\_\_\_\_

To: (Broker) \_\_\_\_\_

**The purpose of this transfer is to make a charitable contribution to:**

**Archdiocese of Galveston-Houston**, located at 1700 San Jacinto St.,  
Houston, TX 77002-2098, Tax I.D. #74-6018777.

**Please complete one of the following options:**

- I wish to transfer shares from my existing Brokerage Account:** Please be advised that I, the undersigned, hereby request that \_\_\_\_\_ shares of \_\_\_\_\_ be transferred from my account, # \_\_\_\_\_ at \_\_\_\_\_ (broker) to the Archdiocese's account No: **582-96B13 DTC# 5198** at Merrill Lynch.
  
- I wish to donate a Stock Certificate that is registered in my name:** Certificate # \_\_\_\_\_ Registered in the name of \_\_\_\_\_ #Shares \_\_\_\_\_ Issuer \_\_\_\_\_

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**I/We direct the Archdiocesan office to designate the proceeds of this donation as follows:**

- For the benefit of my Parish, \_\_\_\_\_  

Name of Parish City

  - General Parish Fund     Building Fund     Other \_\_\_\_\_  

Please Specify (Ex. Parish Campaign)
  
- Other
  - Diocesan Services Fund: PARISH to Credit: \_\_\_\_\_ City \_\_\_\_\_
  - St. Mary's Seminary     Archbishop Discretionary Fund     Catholic Charities
  - Other Organization: \_\_\_\_\_  

Please Specify

**Please send acknowledgement of the completed transfer to the following address:**

Address: \_\_\_\_\_ Phone#: \_\_\_\_\_

Signed:

\_\_\_\_\_  
Print Donor Name

\_\_\_\_\_  
Donor Signature

\_\_\_\_\_  
Print Donor Name (Joint Account)

\_\_\_\_\_  
Donor Signature (Joint Account)

For assistance please contact: Michael Schillaci, 713.652.4418 [mschillaci@archgh.org](mailto:mschillaci@archgh.org), or Michelle Muñoz, 713.652.8242 [mmunoz@archgh.org](mailto:mmunoz@archgh.org).