



LOUISIANA
BAPTIST
FOUNDATION

Instructions for Securities Donations

P.O. Box 311
Alexandria, LA 71309-0311
(318) 445 - 4495
contact@LBFinfo.org

The Louisiana Baptist Foundation receives gifts on behalf of Louisiana Baptist churches, institutions, and organizations, as well as accounts managed on behalf of donors. To ensure your donation of stocks, mutual funds, ETFs, bonds, or other securities is properly transferred to the LBF account, please follow the instructions below.

Please provide the following information to the Louisiana Baptist Foundation:

Donor Name: _____

Donor Address: _____

City: _____ State: _____ Zip: _____

Donor Phone: (____) ____ - _____ Donor Email: _____

Brokerage Firm: _____

Broker Phone: (____) ____ - _____ Broker Email: _____

☐ Stock ☐ Mutual Fund ☐ ETF ☐ Bond ☐ Other: _____

Security Name: _____

Ticker Symbol: _____ Shares: _____

Approximate Date of Delivery: ____ / ____ / ____

Please provide the name of the Louisiana Baptist Foundation account or the church, institution, or organization that will receive the sale proceeds:

LBF Account Name: _____

OR

Church/Ministry Name: _____

Address: _____ City: _____ State: _____ Zip: _____

☐ I want this to be distributed anonymously to the recipient.

Please provide any additional comments or instructions:

To substantiate your donation for income tax purposes, ask your broker to provide a list of securities donated and a valuation of the securities as of the date of the transfer.

Please provide the following delivery instructions to your broker for donation:

Louisiana Baptist Foundation
(318) 445 - 4495
contact@LBFinfo.org

Tax ID: 72-0478545
DTC Clearing #: 0015
Acct #: 773-120613-263

Morgan Stanley Smith Barney
3800 Glenwood Avenue, Ste. 500
Raleigh, NC 27612

Please provide the completed form to your broker and send to the Louisiana Baptist Foundation:

Fax: (318) 445 - 8575

Email: contact@LBFinfo.org

Mail: Louisiana Baptist Foundation, P.O. Box 311, Alexandria, LA 71309