

INSTRUCTIONS FOR MAKING CONTRIBUTIONS OF STOCK OR MUTUAL FUNDS TO  
COMMUNITY UNITED METHODIST CHURCH

We have an investment account at Morgan Stanley in Lisle, Illinois that will handle the sale of stock or mutual funds that are donated to CUMC.

The following information is required in order to transmit shares of stock or mutual funds to our account at Morgan Stanley:

DTC: 0015

Acct No. 391-052366-010

You or your broker/investment advisor would transmit the shares of stock or mutual fund shares directly to our account, where it will be sold as soon as administratively possible. A check will be sent to the church, where it will be recorded as your donation.

**It works best to let our team at Morgan Stanley know of your contribution and the approximate value so they can be watching for it and also, so they will put your name on the check to the church. See contact information for the Morgan Stanley people and the CUMC people below.**

**You must also let the church's Financial Secretary know the break down for your contribution – how much to credit to operating budget, building, and missions.**

Morgan Stanley Contacts:

Karen Nargis, Assistant 630-245-6006 (recommend calling her first)

Joel Carlson, First Vice President 630-245-6011

CUMC Contact:

Mari Schirmer, Financial Secretary 630-355-1483 ext 1002 (Please leave message if no answer)