

LETTER TO CATHOLIC CHARITIES

_____ (Date)

Dear Catholic Charities:

I am happy to inform you that I am donating appreciated stock to Catholic Charities.

I will be transferring my stock to your account through my broker. I am giving ____ (#) shares of _____ (Name of Stock) as my gift.

Broker's Name _____

Brokerage Firm: _____

Telephone # _____

I expect the transfer to take place on or about _____ (Date).

If you need to contact me, I can be reached at _____ (weekday telephone number),

Sincerely,

_____ (Signature)

_____ (Print Name)

_____ (Street Address)

_____ (City, State, Zip)