



Ronald McDonald  
House Charities®  
Bay Area

## Gifts via Stock and Wire: Transfer Instructions

For all stock gifts and wire transfers, please use the attached Ronald McDonald House Charities Bay Area Transfer Instruction Letter. **In order to properly acknowledge your gift and ensure the correct donor is credited for the gift, please notify us of the transfer.** Please state the purpose of your gift and an address to send a gift acknowledgement.

The value of your stock gift is determined by taking the mean of the high and the low value of the security on the day that it is credited to the RMHC Bay Area account or the day that the certificate is in the custody of the Charities with a gift letter and an executed stock power. If mailed through the U.S. Postal Service, the gift value is established on the date of the postmark. RMHC Bay Area's Federal Tax ID Number is 94-2538615.

Attached is a letter you may use to send directly to your broker or bank trust officer with your gifting instructions. If you wish to gift a stock certificate rather than have your bank or broker deliver the stock electronically, please have the certificate registered in the name of "Goldman, Sachs & Co. LLC. as custodian, fbo Ronald McDonald House Charities Bay Area", as specified on the attached form. **Please send or fax a copy of your transfer authorization to the Charities at the address below so we may expect your gift.**

If the certificate is registered in your name, send it to the Charities **unsigned**, along with a letter confirming the gift to RMHC Bay Area. You will want to include the specific purpose of the gift. Send a signed stock power in a separate envelope. Stock powers must be signed as the name(s) appear on the stock certificates.

### Delivering or Mailing Certificates

CFO  
Ronald McDonald House Charities Bay Area  
520 Sand Hill Road  
Palo Alto, CA 94304  
650.470.6009  
650.470.6018 (fax)  
cynthia.semenoff@rmhcbayarea.org

### Asset Manager Contact

Samantha Brill  
Goldman Sachs  
555 California Street, 41<sup>st</sup> Floor  
San Francisco, CA 94104  
415.834.7922  
samantha.brill@gs.com



## Ronald McDonald House Charities Bay Area Transfer Instruction Letter

\*\*\*NOTE: In order to properly acknowledge your gift and ensure the correct donor is credited, please notify us of the transfer. \*\*\*

To: \_\_\_\_\_ (Broker or Bank Name & Contact)  
 From: \_\_\_\_\_ (Donor Name & Address)  
 \_\_\_\_\_  
 Date: \_\_\_\_\_ (Current Date)  
 Re: Account No. \_\_\_\_\_

Please accept this memo as your authorization to make a gift to **Ronald McDonald House Charities Bay Area (Tax ID # 94-2538615)** from my referenced account as soon as possible or on \_\_\_\_\_ (specify date). The specific purpose of my gift is \_\_\_\_\_.  
 If you need to contact me or have questions regarding these instructions, my number is \_\_\_\_\_. Please deliver (check applicable boxes):

- \_\_\_\_\_ shares/units of \_\_\_\_\_ (specify stock or bond)
- Cash in the amount of \$ \_\_\_\_\_

**Include my name in the transaction description on the delivery specified above.**

Following are the delivery instructions:

**Electronic Delivery**

<p><b>Wire Transfer Instructions</b>  <i>All deliveries must include client name and Goldman Sachs account number.</i>          Wire to: Citibank NA, 399 Park Avenue, New York, NY 10022.          SWIFT Code: CITIUS33          ABA# 021000089          Account Name: Goldman, Sachs &amp; Co. LLC          Account Number: 3073-6756          For Further Credit to -          Account Name: Ronald McDonald House Charities – Bay Area          Account Number: 054-44672-9</p>	<p><b>DTC Eligible</b>          DTC code: 0005          Account Name: Ronald McDonald House Charities – Bay Area          Account Number: 054-44672-9</p>
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**Physical Delivery**

Please issue a physical certificate for the gift specified above registered as follows: **Goldman, Sachs & Co. LLC, fbo Ronald McDonald House Charities Bay Area**. Send the certificate to: Samantha Brill, Goldman Sachs 555 California Street, 41<sup>st</sup> Floor. San Francisco, CA 94104.  
**Include a copy of this memo with the stock certificate.**

**Mutual Fund Units**

Please gift \_\_\_\_\_ units of \_\_\_\_\_ (mutual fund name).  
 For re-registration instructions, contact Samantha Brill at 415.834.7922

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

\_\_\_\_\_  
 Date