



# Instructions for Making a Gift of Stock

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Thank you for making a gift of stock to The Center for the Arts.  
Stock to be donated should be directed as follows:

Robert W. Baird  
360 Sierra College Drive, Suite 200  
Grass Valley, CA 95945

For credit to:

The Center for the Arts  
Stock Donor Account: 5651 - 3254  
DTC: 0547  
Attn: Amber Jo Manuel

Please note that The Center for the Arts has an automatic sell policy. If, for any reason, this is inconsistent with your intentions, please contact the Development office immediately. In addition, please fill out this form and send it to the Development Department, The Center for the Arts, 314 West Main Street, Grass Valley, CA 95945 or fax it to 530.272.7084. **We need this information in order to correctly credit each donor when shares are transferred electronically. We cannot identify the donor from the transfer alone.**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/ZIP \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_ shares of \_\_\_\_\_ stock were transferred

Number

Stock Description

on \_\_\_\_\_ to The Center for the Arts account at Robert W. Baird & Co.

Date

This transfer is a charitable contribution to The Center for the Arts.

Signature \_\_\_\_\_

Please contact Amber Jo Manuel in the Development Department of The Center for the Arts at 530.274.8384, or Janice Dunn at RW Baird at 530.271.3000 if you have any further questions.

## Thank you for your support of The Center for the Arts!