

# Gifts of Securities and Stocks

Donating stock or other securities to Eastman Commons is easy to do, and may result in tax savings for you. Gifts of appreciated securities held for over a year are generally deductible at market value and are exempt from capital gains tax. For example, if you bought stock years ago for \$1,000 and it is now worth \$10,000, giving that stock to us would result in a charitable deduction of \$10,000. You would also avoid paying capital gains tax on the \$9,000 of appreciation.

## If your broker holds the shares

If your securities are in a brokerage account, ask your broker to arrange to electronically transfer the shares to Eastman Commons.

See a [sample letter to your broker](#). You should not allow your broker to sell the stock and send us a check. If your broker does this, the tax advantages of donating stock may be eliminated.

You or your broker may contact David Agostinelli, President at Eastman Commons, with any questions.

So that we can properly credit your gift, please notify Mr. Agostinelli that you are making a stock gift. Tell him the name of the stock, the number of shares and the transferring broker. Let her know if your gift is for a particular program or campaign. You will receive a written gift receipt from Eastman Commons. The gift date is the date that our account receives the transferred shares. The gift value is based on the average price of the stock on the gift date.

## If you hold the stock certificate and it is issued in your name

The easiest way is to hand-deliver the certificate to us or by registered mail to Eastman Commons at the address shown below. Please assign the stock to Eastman Commons Community, Inc by completing the assignment section on the reverse side of the certificate. Your signature must be guaranteed by an eligible guarantor institution, such as your bank or brokerage house. Once properly signed, the certificate is negotiable. Deliver it to Eastman Commons, % 559 Forest Lawn Drive, Webster, New York 14580. The gift date is the delivery date. Please call Mr. Agostinelli at (585) 671 - 4069 for a different procedure to follow if you prefer alternative delivery, or if you would like us to locally pick it up from you.

David J. Agostinelli, President  
Eastman Commons Community, Inc.  
% Eastman Business Park  
200 West Ridge Road, Bldg. 28, Suite B-14  
Rochester, New York 14652-3409  
(585)458-1850; (585) 671-4069  
Fax (585) 787-3292  
Email: [EastmanCommons@aol.com](mailto:EastmanCommons@aol.com)



**Sample letter to your broker:**

Your Letterhead

Date

Your Broker's Name

Broker's Address

Re: Charitable Donation of Stock

My Brokerage Account No. \_\_\_\_\_

Dear Broker Name:

Please transfer \_\_\_\_\_ (number) of shares of \_\_\_\_\_ (stock name) from my account on or before \_\_\_\_\_ (date of transfer) to:

Eastman Commons Community, Inc.

Please contact me by \_\_\_\_\_ (telephone) or by email \_\_\_\_\_ (email address) if you have questions.

Sincerely,

Your Signature

Your Name

cc: David J. Agostinelli, President; Eastman Commons Community, Inc  
659 Forest Lawn Drive, Webster, NY 14580