



All Saints Catholic School Gifts of Stock Instructions

Updated November 2022

Gifts of stock may be made to All Saints Catholic School by following the process listed below.

1. Gifts of stock can be received by an investment account set up for ASCS with Davenport & Company LLC.
2. Related parties who are planning to make a gift of stock should inform Shannel Hilliard, Business Manager shilliard@allsaintsric.org; 804.329.7524, of the pending gift. Once the gift has been made, Davenport will notify the school of the available funds.
3. As of May 6, 2021, transfers will be coming to Davenport but will be routed through Pershing. Please use the following instructions:
 - a. **Davenport & Company LLC**
 - b. **DTC#0443 (Pershing)**
 - c. **Account ##DA4001024**
 - d. **Account Name: All Saints Catholic School**
4. Once the information has been provided, the stock can be transferred and the school will be notified of the donation.
5. Once the cash is received by the school, the donor(s) will receive acknowledgment letter from school.

For informational purposes, the value of any stock donation will be determined based on the average of the stock price on the day received. The donor should receive an acknowledgement letter based on the value of the stock donated. Proceeds received by ASCS may be different from the valued amount due to commissions and fees from the sale of the stock.

Any questions regarding this process can be directed to Shannel Hilliard at 804.329.7524 x 109 or shilliard@allsaintsric.org or Marie Barte at Davenport 804.780.2056 or mbarte@investdavenport.com.