



SECURITIES TRANSFER INFORMATION

The following information will help your broker initiate the electronic transfer.

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|-------------------------|--|
| Account Name | Ignatian Lay Volunteer Corporation (IVC) |
| IVC Federal ID | EIN 52-1885486 |
| Merrill Lynch | |
| Account Number | 7WD02B94 |
| DTC# (digital transfer) | 8862 |

Please provide IVC the information listed below to help with the processing of your gift:

- Name of stock owner
- Name of the stock being transferred
- Number of shares being transferred
- Anticipated date of transfer

IVC Accounting Firm
Stephanie Saturni, Controller
Young, Brophy & Duncan, P.C.
10211 Wincopin Circle
Suite 450
Columbia, MD 21044
ssaturni@youngbrophy.com
443-276-0579

IVC President/CEO
Mary C. McGinnity
Ignatian Volunteer Corps
740 N Calvert St. #500
Baltimore, MD 21202
mmcginnity@ivcusa.org
410-752-4686



Thank you for your interest in a stock transfer to IVC.

We appreciate your gift support.



IRA TAX-FREE ROLLOVER INSTRUCTIONS

A qualified charitable distribution (“QCD”) is money that individuals who are 70½ or older may direct from their traditional IRA to eligible charitable organizations free of any tax. The tax code provision has an annual cap of \$100,000 per individual for QCDs from your IRAs. In addition, the QCD can be used to satisfy your Required Minimum Distribution.

1. Be sure to leave time before the end of the tax year to complete the gift.
2. If your qualified retirement assets are in a defined contribution plan other than an IRA, you must first roll your plan (or at least the amount you wish to give) into an IRA to qualify for the rollover to Ignatian Volunteer Corps. This step is easy and can be accomplished by contacting your retirement plan administrator, but it does require additional time to complete.
3. Once the assets you wish to give are in an IRA, contact your plan administrator in writing, requesting a transfer from the IRA to the Ignatian Volunteer Corps.
4. Your request should note
 - Your plan account number
 - The amount you wish to transfer
 - The name: Ignatian Volunteer Corps
 - IVC’s Federal Tax ID number: 52-1885486
 - A statement specifying that you want the gift sent to the attention of Mary McGinnity (see contact information below).
 - Ask the plan administrator to identify you as the IRA owner when the transfer is made.
5. The check must be made payable directly to **Ignatian Volunteer Corps** and *not* to you.
6. For additional information please contact:

Mary McGinnity
President/CEO
Ignatian Volunteer Corps
740 N Calvert Street # 500
Baltimore, MD 21202
410-752-4686 Office
301-651-0195 Cell
mmcginnity@ivcusa.org