



Stock Transfer Instructions

Thank you for your interest in donating stock to Marin Theatre Company. Your contribution has a direct impact on the quality and evolution of our work, and we thank you for being our partner. To facilitate your gift of stock, please use the following instructions.

- 1) Contact your broker with your donation intentions. Provide the following information to them:
 - **Receiving Institution and account number:** Charles Schwab
Marin Theatre Company Gift Clearing Account No. 9593-6731
 - **Account Title/Registration:** Marin Theatre Company
 - **Contact Name at Marin Theatre Company:** Fred Taylor, MTC Board President
Telephone Number: (415) 515-2706
Email: fredwilliamtaylor@gmail.com
Mailing Address: 397 Miller Ave, Mill Valley, CA 94941
 - **DTC Number (Required for Non-Schwab transfers in):** DTC clearing #0164, code 40

- 2) Notify MTC of your intended contribution.

When stock has been transferred into the MTC account it does not present with the donor's name or information. By providing the information below, we will be able to track your contribution and properly provide acknowledgement. Please reach out to the MTC Development Department by contacting Brittany Dever at brittanyd@marintheatre.org.

 - Description of the securities to be donated
 - The number of shares
 - Your name as you wish it to be acknowledged

Once your stock gift has been received you will be sent an acknowledgement letter by the MTC development department. If you have any questions, please don't hesitate to reach out. Thank you again for your contribution!