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**БОГОЯВЛЕНСКАЯ ПРАВОСЛАВНАЯ  
РУССКАЯ ЦЕРКОВЬ**

**RUSSIAN ORTHODOX CHURCH  
OF THE EPIPHANY**

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**Process for donating stocks to the Russian Orthodox Church of the Holy Epiphany**

This document is intended to describe the general process for donating stock. There may be variations based on the type of stock, as well as the processes that various brokerage houses use. However, the general steps should be very similar. This document is NOT intended to provide any financial or tax advice, but simply outlines the general steps. It is the responsibility of every donor to seek advice from a qualified tax or financial expert.

**Benefits of stock donation**

- As of February, 2017, a donor does not have to pay Capital Gains tax on the stock price appreciation which is the case when simply selling the stock
- Donor receives a charitable tax deduction on current total value of stock donated

For example, if you purchased stock for \$1,000 and the stock is worth \$10,000 when it is donated, the donor does not have to pay capital gains tax on the \$9,000 of appreciation, but at the same time gets to write off the full \$10,000 as a charitable donation.

**Information needed**

- Name of stock being donated
- The name of the church's brokerage house is **Wells Fargo**
- The contact person at Wells Fargo Advisors is **Constantine Harris**, 603-430-8000

**High level process**

Donor contacts their own brokerage house and provides agent with the following information:

1. Stock to be donated
2. Number of shares to be donated
3. Date when the shares of stock are to be donated
4. Names of church's brokerage house & contact person (Wells Fargo, Constantine Harris)
5. Donor completes & signs any forms required by the donor's brokerage house (*Often, this process is done electronically*)
6. Donor contacts Constantine Harris and/or Father Victor to inform them that the donation process has been completed

February 11, 2017