



DIOCESE OF COVINGTON
FINANCE OFFICE

STOCK TRANSFER INSTRUCTIONS

June 2016

All stock donations for the Diocese of Covington as well as its parishes, schools and institutions should be electronically delivered as follows:

- Shares delivered to: **US Bank, NA via The Depository Trust Company**
- Participant/DTC number: **2803**
- Secondary account number: **001050981220**
- For credit to: **Diocese of Covington Gift Account**

IMPORTANT: Due to concerns over identity theft, most stock donations come to us with the donor listed as “unknown”. In order to ensure that all donations are credited to their intended recipient as quickly as possible, donors (or their brokers/agents) are asked to send written notification to the Diocese at the address or email shown below. The notice should include the name, address, phone number of the donor; the stock name and number of shares being transferred and the intent of the donation (DPAA, particular parish or school, etc.).

Mr. Dale Henson, Chief Financial Officer
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