



## Instructions for Mailing Stocks or Bonds to Mother of God Orthodox Church

Thank you for making a gift of securities to Mother of God Orthodox Church. The following instructions are what to do if you actually have the stock certificates in your possession. If you do not have the stock certificates and would like to have your broker transfer the stocks to us electronically, please consult the “Instructions for DTC Transfer of Securities to Mother of God Orthodox Church,” available on our website. If you have any questions at any time, please contact Russell Komline at [rkom@me.com](mailto:rkom@me.com).

You will need to send three different documents: (1) the stock or bond certificate(s), (2) a letter stating that this is a gift for Mother of God Orthodox Church and the purpose of the gift, and (3) an Irrevocable Stock or Bond Power form (from your broker). Sample letters and copies of the forms are available on our website at [www.mogoca.org/giving.html](http://www.mogoca.org/giving.html) or from our office, as are instructions for transferring stocks electronically.

### *The Certificate*

Do not sign the stock or bond certificate. The certificate should be sent to us unendorsed, along with your letter confirming your gift.

### *The Gift Letter*

The gift letter should include your name and current address as you wish them to appear in our church gift records, the number of shares and the name of the company, and the specific purpose of the gift. For example, the gift could be “for unrestricted use” or “for the \_\_\_\_\_ fund.” Please include any other pertinent information, such as whether the gift should be recorded in your name only or in the names of you and your spouse and/or family. Let us know if the gift is a memorial and the name of the individual(s) commemorated. This letter should be sent in the same envelope as the certificate(s).

### *The Stock Power Form*

A single Irrevocable Stock or Bond Power form is required for all certificates included in the transaction. You can obtain this form from your broker. Please enter the number of shares to be transferred, the name of the company, and the number(s) of the certificate(s). Sign the form as your name(s) appears on the stock certificate. Please do not fill in the name of our church as transferee on this form. This form should be sent in a second envelope, not with the certificate and gift letter.

*(over)*

**Father Peter Baktis • (609) 466-3058 • pabaktis@gmail.com**

Mother of God Orthodox Church • P.O. Box 511 • Rocky Hill, NJ 08553 • [www.mogoca.org](http://www.mogoca.org)

**Mission Statement:** To cooperate with the Holy Spirit in witnessing the Gospel of Jesus Christ to as many people as possible;  
“that the Kingdom of God may be known” (Mark 12:29-34)

## Mother of God Orthodox Church



904 Cherry Hill Road • Princeton, NJ 08540

*Love, compassion & serving all...*

### *Our Address*

Please send the unendorsed stock certificate with the gift letter in one envelope and the signed Irrevocable Stock or Bond Power form and the signed Third Party Release form in another envelope to:

Mother of God Orthodox Church  
P.O. Box 511  
Rocky Hill, NJ 08553

If you have any questions, please contact Russell Komline at [rkom@me.com](mailto:rkom@me.com). Thank you again for your generous support and for being part of our mission and work.

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