



GIFTS OF APPRECIATED SECURITIES

Some donors to the National Endowment for Plastic Surgery or the Plastic Surgery Foundation choose to make their gift through the transfer of marketable securities. In order to help make this contribution as simple as possible, following are guidelines for three ways you may transfer securities to the National Endowment or Foundation:

- 1) The most efficient way to transfer securities is electronically. You may instruct your broker to deliver securities from your account to:

**Plastic Surgery Foundation
Account Number Y4 12980 BM, DTC 0221
UBS Financial Services, Inc.
1 North Wacker Drive
Suite 3700
Chicago, IL 60606-2883
Attn. Matt Ludington**

It is **very important** that you also send a separate letter to the Foundation indicating the date and details of the transfer, and the purpose for which the contribution is being made, to assure that appropriate acknowledgement is received. You can send this correspondence to:

**Plastic Surgery Foundation
Attn: Director of Finance, Controller
444 East Algonquin Road
Arlington Heights, IL 60005**

- 2) A second option is to send an unendorsed stock certificate by registered mail to:

**Plastic Surgery Foundation
Attn: Director of Finance
444 East Algonquin Road
Arlington Heights, IL 60005**

Enclose a cover letter with the certificate which tells us the purpose of your gift and includes the name of the stock and number of shares and certificates.

In a separate envelope, send a signed "stock Power" form for each certificate with the name of the issue filled in and the signature guaranteed by your broker or bank officer. It is a good idea

to sign a blank stock power without filling in our name. This permits the Endowment or Foundation to sell the stock without having to go through the transfer process.

- 3) The third option is to transfer securities into the name of the National Endowment for Plastic Surgery or Plastic Surgery Foundation and send the certificate to the Foundation along with a cover letter stating the purpose of the gift.

The value of the stocks for purposes of your income tax deduction will be set by the value of the securities on the day the gift is actually made. Generally, the actual date of the electronic transfer or the postmark date on the envelope in which you send the stock certificate is the date used for this purpose. In the case of actively traded securities, the value is the mean (average) of the highest and lowest quoted sales price on the day of the gift.