

Transferring Stock or Mutual Funds to the Church Participant Information

South Lyon First United Methodist Church maintains an account at Raymond James for the purpose of accepting stocks or mutual funds from donors to contribute to the Operating Fund, Building Fund, Memorial Fund, or any special fund. (Please note that this does not include the Endowment Fund.)

Please be aware of the following policies adopted by the Finance Team.

1. It is the responsibility of the donor to transfer his/her stocks or mutual funds into the church's Raymond James account from his/her personal financial institution.
2. Any donor wishing to make a transfer during a particular calendar year should initiate the process before Oct. 31st. Neither the church nor Raymond James can "guarantee" that transfers initiated after that date will be completed in the same calendar year.
3. Stocks and/or mutual funds transferred to Raymond James will be sold as soon as possible by directive of the designated church personnel.
4. Prior to the initiation of the transfer to the brokerage account, the donor will inform the Administrator of Generosity that such a transfer of stock will occur soon so that the directive for the sale can be submitted immediately upon receipt. (The Administrator of Generosity will immediately notify the treasurer that such a transaction is planned so that she is prepared to initiate the sell order.) The donor should also inform the Administrator of Generosity of the intended designation of the monies (operating fund, missions, capital campaign, etc.)
5. The value of the stock at the time it was received will be reported on the donor's annual giving statement. If the donor so requests, a separate letter can also be sent by the Administrator of Generosity to the donor.

The church account for this purpose is administered at Raymond James by Andrea Kotch Duda or her assistant. They can be reached at 248-932-5450 or 800-548-8008.

The account that the stocks or mutual funds will be transferred into is the First United Methodist Church Business Account, #32344400. The DTC number for Raymond James is #0725.

If you need additional assistance, you can contact the church Administrator of Generosity at 248-437-0760.

IRA Contributions

Participant Information

Donors may want to make contributions to the church directly from an IRA. Each donor should consult with his/her financial advisor to determine if there is a tax advantage in doing so. Most financial institutions prefer to send a check made out to the church, **First United Methodist Church of South Lyon**. The check can be sent to either the address of the donor or to the church at 640 South Lafayette, South Lyon, MI 48178.

The donor will need to fill out the **Special Donation Form** and submit it (either in paper form or by email) to the Administrator of Generosity. **The Special Donation Form** is on the website in the section called **Calendar & Forms**.

For further information, call the Administrator of Generosity at 248-437-0760.