



Stock Transfer Instructions

Thank you for your interest in supporting Boston Court Pasadena through a stock transfer. Below are the steps and necessary information to complete your gift:

1. Inform Boston Court Pasadena

Please notify us of your intent to donate stock by contacting our office. This ensures we can appropriately identify, track, and acknowledge your generous gift.

Contact: Manuel Prieto, Executive Director
Email: manuelp@bostoncourtpasadena.org
Phone: 626.683.6800

2. Provide Your Broker with Boston Court Pasadena's Transfer Details

Your broker will need the following information to complete the stock transfer:

- **Receiving Firm Name:** LPL Financial, LLC
- **DTC Number:** 0075
- **Account Name:** The Theatre at Boston Court Pasadena
- **Account Number:** 2294-4746
- **Tax ID (EIN):** 56-2390086

Danielle Stanton
LPL Financial, LLC
7863 La Mesa Blvd. Suite 200 La Mesa, CA 91942 -0217
danielle.stanton@lpl.com
(619) 644-1277

3. Complete the Transfer

Instruct your broker to initiate the transfer of your stock to Boston Court Pasadena's account. We recommend confirming with your broker that the transfer has been completed.

4. Acknowledgment and Tax Receipt

Once the transfer is complete, Boston Court Pasadena will send you an acknowledgment letter and tax receipt for your records. This letter will include the date of the transfer and the fair market value of the stock on that date.

Important Notes:

- Stock gifts are valued based on the average of the high and low trading prices on the date of the transfer.
- To ensure proper acknowledgment, please include your name, contact information, and the stock details (name and number of shares) when notifying us of your gift.

Thank you for supporting the arts and helping Boston Court Pasadena thrive!