DTC trades should be reported and settled through the Institutional Delivery System and affirmed by close of business T+1 with settlement instructions described below. Communications with SCCF and/or brokerage firms should be via phone, email and/or fax as prescribed by the institution.

<table>
<thead>
<tr>
<th>Contribution Type</th>
<th>Form Needed</th>
<th>Instructions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check</td>
<td>None</td>
<td>Send check payable to:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>** South Carolina Christian Foundation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>P.O. Box 2397</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Spartanburg, SC 29304</td>
</tr>
<tr>
<td>Stock or Mutual</td>
<td>Letter of Authorization (LOA)</td>
<td>Submit “Letter of Authorization” (see below: Form A, Letter of Authorization) to the firm currently holding your stock.</td>
</tr>
<tr>
<td>Currently held in a brokerage account</td>
<td>Mutual Fund Donation Form (if applicable)</td>
<td>If donating mutual funds, submit “Mutual Fund Donation Form” as well (see below: Form B, Mutual Fund Donation Form)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>** Email <a href="mailto:admin@sccfonline.org">admin@sccfonline.org</a> stating intent to transfer, donor name, stock name and approximate number of shares.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Authorize the transfer of shares directly to:</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>SCCF STOCK DONATION ACCOUNT:</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>BB&amp;T Foundation &amp; Endowment Services</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DTC #: <strong>5385</strong> Agent ID#: <strong>60769</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Institutional ID#: <strong>58-2362123</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Agent A/C#: <strong>1752014973</strong> FFC *:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*If donor has an SCCF fund insert Personal SCCF Member Number in the For Further Credit (FFC) space provided. Member number is found on profile of Donor Dashboard upon logging into SCCF website.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Important: Fax or mail a copy of the Letter of Authorization to SCCF to confirm proper credit and receipting.</td>
</tr>
<tr>
<td>---------------------------</td>
<td>------------------------------</td>
<td>-----------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Stock Certificate(s) (publicly traded stock) In your physical possession | Stock Power | Complete the Stock Power form. Sign the form exactly as the name(s) appear on the certificate(s). Have signature guaranteed by the medallion stamp at a bank or financial institution. Deliver certificate and Stock Power form to the SCCF office. 

*We suggest overnight service or USPS return receipt requested.* |
| Mutual Funds | Some companies require the use of their forms (LOA) for Gifting Assets (See Form A below) | Contact the mutual fund company or your brokerage firm to obtain the documents necessary to re-register the ownership of the shares into the name of “South Carolina Christian Foundation.” After completing the required documents to make the transfer, submit the original paperwork to the mutual fund company/brokerage firm. If the mutual fund company allows the transfer of funds, then use the form attached.  

*Important: Fax or mail a copy of all paperwork to the Foundation to facilitate proper credit card receipting.* |
| Wiring Instructions | None | For further Information:  

South Carolina Christian Foundation  
Post Office Box 2397  
198 White Star Point  
Spartanburg, SC 29304  
(864) 949-5800 or (864) 949-5726  

Email: admin@sccfonline.org  

BB&T  
ABA# 053101121  
DDA A/C Name BB&T Trust Uninvested Trust Cash  
DDA A/C #: 1689180244 Attn: Yvette Thompson  

*If donor has an SCCF fund insert Personal SCCF Member Number in the For Further Credit (FFC) space provided. Member number is found on profile of Donor Dashboard upon logging into SCCF website.* |

**NOTE:** When reporting trades through the ID System for non-DTC eligible assets (Fed or global), please use Institutional ID 18532 and Agent ID 95534
FORM A

Letter of Authorization

Date ________________

Account Representative ___________________________ Phone __________________

Investment Company Name: ________________________________________________________

Donor Name ___________________________ Phone __________________

This letter is to authorize the above named Investment Company to transfer ____________ shares of
_______________________________________ ________________ held in account number
___________ in the name of the Donor indicated above.

This transfer is effective the close of business ______________________________.

If there are any questions, please contact the Donor listed above at the phone number indicated.

Sincerely,

(Donor)

*If donor has an SCCF fund insert Personal SCCF Member Number in the For Further Credit (FFC) space provided. Member number is found on profile of Donor Dashboard upon logging into SCCF website.

Important: Fax, Email or Mail a copy of the Letter of Authorization to SCCF to confirm proper credit and receipting. South Carolina Christian Foundation: admin@sccfonline.org (864) 867-8499
MUTUAL FUND DONATION FORM

Donor Name: __________________________

Donor Address: ________________________
   ________________________
   ________________________

Donor Phone: _________________________

Required information needed from donor prior to BB&T providing transfer instructions:

1. Cusip number of mutual fund –

2. Exact number of units of mutual fund (cannot be dollar amount) – _________ shs

3. Estimated book value of mutual fund –

4. Donor’s account number at delivering firm –

5. Delivering firm’s name –

6. Delivering firm’s full address –

7. Contact at delivering firm (name, phone number, fax number)
   
   Name: ______________________________
   Phone: ______________________________

The above information ultimately will be sent to Fidelity Investments for processing. Fidelity Investments will then open a file for the donor. The file could take up to a few business days to generate. Once the file has been opened, Fidelity Investments will provide unique transfer instructions to be given directly to the delivering firm. BB&T’s back office personnel have to send the instructions to the delivering firm listed but can copy the appropriate individuals at BB&T and South Carolina Christian Foundation should those instructions need to be forwarded to someone other than the delivering firm. Please let the person(s) listed below know should anyone else need to be copied on the transfer instructions.

Each piece of information provided to BB&T has to match what is actually delivered or you run the risk of the mutual fund being rejected back to the delivering firm!

Please complete this form and submit to June Fender, Financial Operations, South Carolina Christian Foundation at jfender@sccfonline.org or call our office at (864) 867-8499 if you have any questions. Thank you.