



5 Monument Square . Portland, ME 04101
207-871-1700
207-871-1703 fax

To make a gift of stock:

HeadInvest
7 Custom House Street, 4th Floor
Portland, Maine 04101
Attn: Kenneth A. Blaschke at 207-773-5333

Account Name: Portland Public Library Gift Account
DTC Clearing #0164, Code 40
FFC: 6444-2026

Portland Public Library Tax I.D. # 01-6000802

Note to transfer agent: Please include the donor name in the comments section when making the stock transfer.

For donors of stock:

We suggest that you or your transfer agent contact Marianne Sensale-Guerin, Director of Finance, at 207- 871-1700, ext. 760, to let us know you are initiating a gift of stock. Delays can occasionally occur in matching a donor with the gift, and we want to be sure we thank you as soon as possible for your support of the Library.

Portland Public Library issues a tax receipt based on the fair market value of the stock on the day it is received in our account.

If you are considering a gift of physical stock certificates, direct registration shares, closely-held stock, stock held on a foreign exchange, or mutual funds, the usual methods of giving stock do not apply. Please contact Marianne Sensale-Guerin, Director of Finance at 207-871-1700, ext. 760.