



# BASIC FUND

There are three ways that you can donate to The BASIC Fund: by check, wire transfer, or by donating stock. Instructions for donations are as follows:

## 1. Check

Make your check payable to The BASIC Fund and send it to the following address:

Rachel ElginSmith  
The BASIC Fund  
1301 Clay Street, #70450  
Oakland, CA 94612

Your check will be promptly deposited and a confirmation letter will be sent to you in the mail. This notification will provide supporting documentation for your IRS deduction.

*Please let us know if you will be using a Donor Advised Fund (e.g., Fidelity, Schwab, etc.) to process your contribution, as this will affect how we document your support!*

## 2. Wire Transfer

**To wire funds** to The BASIC Fund, please use the following wire instructions. As soon as we are notified by our bank that a wire has been received, we will mail you a confirmation that will provide support for your IRS deduction.

ABA#:	321081669
Pay to:	First Republic Bank 101 Pine Street San Francisco, CA 94111
Account Name:	The BASIC Fund
Ref/Acct:	Savings MMA (011-0005-1630)

## 3. Securities

The amount of your donation will be based on the market value of the stock at the time it is received. The BASIC Fund will mail a confirmation, which will act as supporting documentation for your IRS deduction.

**To donate stock**, the following information should be given to your broker in order to transfer the stock to The BASIC Fund's **First Republic Securities Company (FRSC) account**:

DTC#:	0443
Account Name:	The BASIC Fund
Account #:	<b>33L192664</b>

**NB: As soon as you have instructed your broker to transfer a gift of stock please let us know so we can complete the transaction. Contact Rachel ElginSmith at (415) 986-5650 x701, [rachel@basicfund.org](mailto:rachel@basicfund.org).** We will inform First Republic of your gift, make sure the securities are sold right away. A check will then be issued and sent to our offices.

For questions about any of the above procedures, please do not hesitate to contact Rachel ElginSmith, Executive Director of the BASIC Fund (415) 986-5650 x701 [rachel@basicfund.org](mailto:rachel@basicfund.org)

**Thank you for your support!**