## Edmonds Senior Center DBA Edmonds Waterfront Center Charitable Distribution Instructions

Option 1: Have your broker / investment firm write a check to Edmonds Senior Center and mail it to the RBC Wealth Management office at the mailing address provided below.

Option 2: Transfer securities from your brokerage account, providing the information below to your broker.

Securities held by a broker may be delivered by wire transfer through RBC Wealth Management to the Edmonds Senior Center's brokerage account. When wiring directly to RBC please use both the DTC# and Senior Center account # below.

Broker: RBC Wealth Management

DTC# 0235

Contact: Pat Thorpe

Phone: Office – (425) 712 – 7306

Mailing address: 303 5<sup>th</sup> Ave. S. Suite 100, Edmonds, WA 98020

Email: patricia.thorpe@rbc.com

**Edmonds Senior Center** 

Account # 319-18353 Contact: Scott James Phone: (425) 954-2519

Mailing address: P.O. Box 717, Edmonds, WA 98020 Email: <a href="mailto:scott.james@edmondswaterfrontcenter.org">scott.james@edmondswaterfrontcenter.org</a>

Federal ID#: 91-0828576

Please let me know once you have initiated the transaction and I will watch for it and provide confirmation that your contribution was received. In the case of stock shares transferred, there is likely to be a slight discrepancy of the transfer value and the value at which we sell. We will acknowledge your gift as the valuation upon receipt.

In the case of your broker sending a check, please have it mailed to RBC Wealth Management at the address above. Most importantly, if the distribution is from an IRA the distribution must be made directly to the charity. It cannot go to you first.

If you have special instructions for your donation, please contact Daniel Johnson to ensure your instructions are followed.

Best Regards,

Daniel Johnson, CEO Edmonds Senior Center DBA Edmonds Waterfront Center <u>Daniel.johnson@edmondswaterfrontcenter.org</u> (206) 293-4823