



Thank you for contribution to the Belvedere Tiburon Library Foundation. Please remember that your contribution of stock must be received by the BTLF's broker by December 31 to provide a tax deduction for the current tax year.

If you have questions or would like to speak with the Foundation Office, please call 415.789.2651 or email Jenna Ervice at [jervice@beltiblibfoundation.org](mailto:jervice@beltiblibfoundation.org).

### **DTC or ELECTRONIC TRANSFER INSTRUCTIONS**

DTC/ET is the fastest and most secure way to donate securities. Please follow these two steps:

1. Please email Jenna Ervice at [jervice@beltiblibfoundation.org](mailto:jervice@beltiblibfoundation.org) with your intention to donate securities **prior** to initiating the transfer to the Belvedere Tiburon Library Foundation. Advance notification is critical as donor information DOES NOT TRANSFER during the DTC process.

2. Our brokerage account is with Mechanics Bank. Below are broker instructions to deliver securities to our account with Mechanics\*.

<b>Deliver To</b>	Mechanics Bank 74-1019-01-2
<b>DTC#</b>	5409
<b>Attn:</b>	Yolanda Johnson
<b>Phone</b>	925.256.3061
<b>Account Name</b>	Belvedere Tiburon Library Foundation
<b>Account Number</b>	63-0884-01-03
<b>Tax ID</b>	68-0280522

*\*Donations will not be complete until your shares are received in the Belvedere Tiburon Library Foundation's Mechanics Bank securities account.*

**Thank you for supporting the Belvedere Tiburon Library—  
We are grateful for your generosity!**

Belvedere Tiburon Library Foundation  
PO Box 483  
Tiburon, CA 94920

Not-for-profit 501(c)(3) Tax ID 68-0280522