

*A Friendly Reminder*

## 2018 Important Year-End Dates

**Monday, December 31, 2018** is the last day for online *credit card donations* at [www.dallasholocaustmuseum.org](http://www.dallasholocaustmuseum.org) to count as a 2018 charitable donation; (*deductible in the year the charge is processed, not paid, per IRS*).

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**Monday, December 31, 2018** is the last day for credit card forms received by phone or mail to be processed as 2018 donations. Credit card transactions processed after 12/31/18 will receive a 2019 tax receipt, even if the donor's form was mailed in 2018.

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**Monday, December 31, 2018** is the **last postmark date** for all 2018 year-end donations paid by check. All check donations postmarked in 2019, regardless of the date on the check, will be recorded in 2019, per IRS rules. Make checks payable to "**Dallas Holocaust Museum**".

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***Gifts of stock*** must be received in our brokerage account by December 31, 2018. Stock transfer times vary, so if you are planning to make a stock gift this year, **please contact your broker to ensure timely handling of your donation.**

Do you have additional questions? Please call us at 214-741-7500.

**Wiring and Stock Transfer Information on the next page.**

*Gift deadlines based upon IRS guidelines.*

211 N Record Street | Suite 100 | Dallas, Texas 75202

214.741.7500 | Fax: 214.747.2270 | [info@dallasholocaustmuseum.org](mailto:info@dallasholocaustmuseum.org) | [www.dallasholocaustmuseum.org](http://www.dallasholocaustmuseum.org)

## Wire and ACH Instructions – Cash

### **Banking Institution**

Comerica Bank, N.A.  
8850 Boedecker St.  
Dallas, TX 75225

ABA Routing number: **111000753**

Account Name: **Dallas Holocaust Museum**

Account Number: **1880397953**

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Please inform Kelly Rosales, Chief Financial Officer, or your Development department contact by email or fax that a wire has been initiated. Wires are not earmarked with your name; **we have no way of knowing you are the donor unless you tell us.**

## Stock Transfer Instructions

Instruct your broker to transfer shares of stock from your account to the Dallas Holocaust Museum Morgan Stanley account (below).

Please inform Kelly Rosales, Chief Financial Officer, or your Development department contact by email or fax that a stock transfer has been initiated. Stock transfers are not earmarked with your name; **we have no way of knowing you are the stock donor unless you tell us.**

To ensure an expeditious transaction please provide the following information to Museum staff:

- Name and number of shares of stock
- Date the transfer will be initiated
- Acknowledgment that shares will be sold upon receipt  
*(email communication preferred)*

Phone: 469-399-5207 Kelly Rosales

E-Mail: [krosales@dallasholocaustmuseum.org](mailto:krosales@dallasholocaustmuseum.org)

Fax: 214-747-2270

### **Dallas Holocaust Museum's Brokerage Account:**

<b>Firm:</b>	<b>Morgan Stanley</b>
<b>DTC:</b>	<b>0015</b>
<b>Account Number:</b>	<b>053-520-318-387</b> <i>(must include dashes)</i>
<b>Beneficiary Account Name:</b>	<b>Dallas Holocaust Museum</b>
<b>DHM Tax ID Number:</b>	<b>75-2113723</b>

Contact information for Morgan Stanley: Janna Birkner  
[janna.r.birkner@morganstanley.com](mailto:janna.r.birkner@morganstanley.com)  
972-450-6621