

2011 YEAR-END INSTRUCTIONS

DTS will be closed December 26-30, 2011

Contact person for Advancement:

Doug MacKinnon Cell # 214-264-8289
Kim Till Cell # 214-280-3013

Contact person for Foundation

Carrie Park Cell# 972-955-2295
(available both the week before and after Christmas (19-30))
Linda Fleming Work # 214-841-3533
(available the week before Christmas (19-23))
Elizabeth Woodson Work#214-382-3940
(available 12/19, 12/20, 12/28, 12/29, 12/30)

Tax ID numbers:

DSF - 75-2188543
DTS - 75-0827421

2011 Year – End Charitable Giving

Online via Credit Card or electronic check

You may make an online gift anytime before 11:59 p.m. (Central Standard Time) on December 31, 2011. Options to give include credit card or electronic check

<https://campus.dts.edu/cgi-bin/public/DSgiftform.cgi>

Checks

Contributions mailed via U.S. Postal Service with postmark and check date on or before December 31, 2011 will be credited for 2011. Gifts may be mailed to the following address:

Dr. Mark L. Bailey
Dallas Theological Seminary
PO Box 612626
Dallas, TX 75261-2626

Or

Dallas Seminary Foundation
3909 Swiss Ave
Dallas, TX 75204

(use the Foundation address if donor wishes for us to gift to more than one charity with their funds – “Designated Gift”)

Securities

To ensure proper gift credit, donor should notify us in advance when they are ready to make a transfer. We would need to know both the name of the stock and the number of shares. For stock transfer instructions please see the Link “Forms for Download” on our home page, then “Giving Instructions”, “Stock Transfer Instructions - Schwab.

Instructions for Donor's Broker to Initiate Transfer

Deliver to: Charles Schwab – DTC #0164

To Be Credited To: Acct. #1057-2690

Account Name: Dallas Seminary Foundation

Contact at Dallas Seminary Foundation

Carrie B. Park, CPA

Director of Planned Giving and Finance

Direct: 214.841.3546

Cell: 972-955-2295

Email: cpark@dsfplan.org

Main: 214.824.8241

IRA Charitable Rollovers

Current tax legislation allows individuals age 70 ½ or older to make tax-free distributions from Traditional or Roth Individual Retirement Account (IRA) assets to certain qualified charitable organizations, such as Dallas Seminary Foundation. Those interested may request direct transfers from their IRA to a charity during 2011 without reporting it as taxable income. The deadline for charitable rollovers is December 31, 2011. Contact your account administrator to request a check be delivered to:

Dallas Seminary Foundation

3909 Swiss Ave

Dallas, TX 75204

It is important that tax-free gifts from your IRA not be withdrawn by you, but instead be distributed directly to one or more qualified charities from your IRA.

If a donor has any questions regarding this type of gift, please forward them to Carrie Park's cell phone 972-955-2295 or email cpark@dsfplan.org

Wire Transfer Instructions

Bank Name: Northern Trust, N.A.

2020 Ross Avenue

Dallas, TX 75201

ABA#: 111016064

Acct. Name: Dallas Seminary Foundation

Account #: 0000008938

Contact Information for questions:

Carrie B. Park

Director of Planned Giving and Finance

214-841-3546

Elizabeth Woodson

Director of Accounting

214-382-3940

Wire transfers must be received at DSF's bank on or before December 31, 2011 in order to be considered a 2011 contribution. Please let Carrie Park know of any wires that will be coming.