Don’t miss your chance to create a positive impact in our community.

**Check or Stock Certificate**
Postmark on or before 12/31/21

**Special Securities**
Deadline: 12/1/21
Call the Donor Services Department if you need assistance with the following items: Private Stock, Tendered Stock, or Restricted Stock.

**Mutual Funds***
Deadline: 12/3/21
Submit a completed letter of instruction to the firm holding the fund shares and send a copy to donorservices@ghcf.org.

**Grant Recommendations**
Deadline: 12/13/21
Due to high volume, grants requested after this date might not reach their destination by the close of the year.

**Securities***
Deadline 12/17/21
Submit a completed letter of instruction to the firm holding your stock and send a copy to donorservices@ghcf.org. Allow your financial institution 5-7 days for processing.

**Mailing Address**
Make checks payable to:
Greater Houston Community Foundation
515 Post Oak Blvd., Houston, TX 77027
Memo Line: Fund ID

**Wire Transfer***
Deadline: 12/17/21
Instruct your financial institution to wire funds and send notice to donorservices@ghcf.org. Allow your financial institution 3-5 days for processing.

Wire to: JP Morgan Chase, N.A.
Houston, TX | ABA# 021000021
For credit to:
Greater Houston Community Foundation
A/C# 849170287

**Charitable IRA Distributions**
Under IRS rules, IRAs may NOT make charitable distributions to donor advised funds. Do not have your IRA custodian send a distribution to your donor advised fund. Please contact us to discuss allowable charitable distributions from an IRA to another type of charitable fund.

*Cash or securities must be received into the GHCF account by 12/31/21 in order to be treated as a 2021 charitable gift. Please contact donorservices@ghcf.org to ensure your intended gift is properly credited.

**Donor Services**
donorservices@ghcf.org | 713.333.2210