BANK OF AMERICA

BANK OF AMERICA CHARITABLE GIFT FUND **EIN: 04-6010342**

CGF OUTSIDE ASSET TRANSFER INSTRUCTIONS

For cash & securities contributions from Merrill Lynch, see MERRILL LYNCH CGF ASSET TRANSFER INSTRUCTIONS on the Merrill Lynch CGF resource site.

These instructions are for use with Merrill Edge and non-Merrill custodian transfers only.

Before you begin

- The sending institution must initiate all asset transfers. CGF cannot pull assets from internal or external accounts.
- All contributions are irrevocable upon receipt. Once securities are sold, typically the business day after receipt, CGF has no ability to reverse or unwind trades.
- Minimum contributions:
  - $25,000 to open a CGF account
  - $250 for subsequent contributions
- Contributions for separate CGF accounts require separate transactions.
- Per IRS rules, retirement account RMD transfers to CGF do not qualify as QCDs.
- Transferred assets do not reflect immediately in CGF accounts.
  - Stock proceeds typically post to CGF accounts in 5–7 business days after receipt.
  - Cash contributions typically post to CGF accounts in 2–3 business days after receipt.
- For securities, the gift receipt for tax purposes reflects the FMV (average of high and low) on the date received.
- Contribution processing often takes longer at calendar year-end. Please plan accordingly.
- Send a copy of the completed Asset Transfer Form to charitablegiftfund@reninc.com. Failure to send may lead to delays posting proceeds to the appropriate account.
- CGF does not require a client signature, but a signature may still be required if you are using the form as a Letter of Authorization (LOA).
- Some outside institutions require their own LOA. Always confirm requirements with the sending firm.

From Merrill Edge:

1. Upload a completed Asset Transfer Form through Secure Messaging on merrilledge.com or fax to Merrill Consumers Investments Distributions at 877.229.7160.
2. Gaining Account: 8MM02000
3. Email copy of form to charitablegiftfund@reninc.com. For questions related to transfer from Edge accounts, please contact 888.654.6837.
4. The timeframe for transfers from Merrill Edge to arrive at the CGF can be longer than expected; please plan accordingly and direct questions to Edge representatives.

From non-Merrill custodians: complete Sections 1-4 (starting on page 2) and initiate the transfer

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NON-MERRILL ASSET TRANSFER FORM

For irrevocable contributions to the Bank of America Charitable Gift Fund, **Gaining Account #8MM02000**

NOTE: The CGF does not require a signature on the Asset Transfer Form. However, submitting a copy of this form to charitablegiftfund@reninc.com helps to allocate assets more quickly once received.

SECTION 1 — RECEIVING BANK OF AMERICA CHARITABLE GIFT FUND (CGF) ACCOUNT (all fields required)

Gift Fund Account Name	
Donor Name(s)	

SECTION 2 — SENDING ACCOUNT (all fields required; use separate forms for separate sending accounts)

Name of Transferring Institution	
Full Legal Name of Sending Account	
Sending Account Number	
Tax Identification Number(s) for Sending Account	
Sending Account Legal Address	
City / State / ZIP	
Advisor/Broker Name and Telephone Number	

SECTION 3 — TRUST INFORMATION

Is this contribution from a Trust? If YES, complete all fields in this section. If NO; Skip to section 4.

Full Legal Name of Trust	
Trust Tax Identification Number (TIN)	
Trust Legal Address	
Trustee Name(s)	

SECTION 4 — ASSET TYPE (check one or more)

☐ Publicly Traded Securities* ☐ Cash (Check/Wire) ☐ Mutual Funds

☐ Physical Stock Certificates ☐ Non-Publicly Traded Assets** ☐ Restricted Stock**

☐ Foreign Assets***

* Low-priced securities cannot be accepted and will be returned.

** Pre-approval required. Contact charitablegiftfund@bofa.com for more information before initiating transfer.

*** Pre-approval required. Complete the asset transfer form including foreign market, ISIN number and SEDOL number. Email details to charitablegiftfund@reninc.com along with a note indicating the assets are foreign shares.

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SECTION 4A — PUBLICLY TRADED SECURITIES

- If sending more than six (6) assets, complete another copy of this page. Transfer only the assets listed below.
- Fractional stock shares must total a whole share; otherwise, they cannot be sold and will be returned. Mutual funds may include fractional shares.
- Discontinue all dividend or mutual fund reinvestments for the assets being transferred.

Security Type	Security Name	Ticker	# of Shares	CUSIP/SEDOL/ISIN	Approx. Value

DTC	**8862**
Receiving Firm	**Merrill Lynch**
Account Name	**Bank of America Charitable Gift Fund**
Account Number	**8MM02000**
Description must include	• **CGF DAF account name** • **Contributor name(s)**

- **Note**: Send a copy of this completed Asset Transfer Form or the outside broker's Letter of Authorization (LOA) to charitablegiftfund@reninc.com when the transfer is initiated. Failure to send may lead to delays posting proceeds to accounts.

SECTION 4B — CASH CONTRIBUTIONS

☐ Check ☐ Wire Amount: _____ Expected Send Date: _____

Checks

Make payable to Bank of America Charitable Gift Fund; note CGF account and donor name(s) in the memo. Forward checks to:

Bank of America Charitable Gift Fund
100 Federal Street, MA5-100-11-22
Boston, MA 02110

Wire Instructions

ABA	026009593
SWIFT	BOFAUS3N
Wire Account #	#006550113516
Wire Account Name	MLPF&S – WIRE ACCOUNT
FFC Account #	#8MM02000
FFC Account Name	Bank of America Charitable Gift Fund
Miscellaneous Instructions	Enter name of CGF account and contributor(s)
Wire Address	Bank of America, N.A., 100 West 33rd St., New York, NY 10001
Internal Bank Contact	CGF Operations, 888.703.2345

Warning: Failure to include For Further Credit Account Number (8MM02000) and FFC Account Name in designated fields and manual instructions may lead to delayed posting, rejection or return of the wire.

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SECTION 4C — MUTUAL FUNDS

ACAT eligible	**Use DTC 0671** A/C Number: 8MM02000 A/C Name: Bank of America Charitable Gift Fund
Non-ACAT/Non-DTC eligible mutual funds not held at Merrill	Email charitablegiftfund@reninc.com for information re. acceptability and delivery instructions prior to initiating.
Fractional shares	Mutual funds may include fractional shares.
Letter of Authorization (LOA)	Forward a copy of the Asset Transfer Form/LOA to charitablegiftfund@reninc.com in all instances. Failure to send may cause delays in posting proceeds to accounts.

SECTION 4D — PHYSICAL STOCK CERTIFICATES

Stock Name(s)	
Number of Certificates	
Certificate Number(s)	

Forward stock certificates to:

Bank of America Charitable Gift Fund
100 Federal Street, MA5-100-11-22
Boston, MA 02110

SECTION 5 — AUTHORIZATION AND SIGNATURE(S)

The CGF does not require a signature on the Asset Transfer Form, but you must confirm with the sending institution

- Whether they will accept this form or if they require their own transfer form
- Whether they require signatures below

Printed Name	Signature	Date

CONTACT INFORMATION

Financial Advisor Support: 888.703.2345 or charitablegiftfund@reninc.com

Client Support: 888.703.3436 or charitablegiftfund@bofa.com

Donor-advised fund and private foundation management are provided by Bank of America Private Bank, a division of Bank of America N.A., Member FDIC and a wholly owned subsidiary of Bank of America Corporation.

Donor-advised fund management is provided by Bank of America Private Bank, a division of Bank of America, N.A., Member FDIC and a wholly owned subsidiary of Bank of America Corporation ("BofA Corp."). Trust, fiduciary, and investment management services are provided by wholly owned banking affiliates of BofA Corp., including Bank of America, N.A. and its agents. Brokerage services may be performed by wholly owned brokerage affiliates of BofA Corp., including Merrill Lynch, Pierce, Fenner & Smith Incorporated (also referred to as "MLPF&S" or "Merrill"). Merrill is a registered broker-dealer, a registered investment adviser and Member SIPC.

Investment products:

Are Not FDIC **Insured**	**Are Not Bank Guaranteed**	**May Lose Value**

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