



# Open a philanthropic account

Contact us  
with questions  
[donorservice@vanguardcharitable.org](mailto:donorservice@vanguardcharitable.org)

Use this form to open a philanthropic account and make an initial irrevocable contribution of at least \$25,000.

If you require extra space, include additional sheets. Please do not staple.

Before completing this form, refer to our *Policies & guidelines* booklet.

## 1 Account information

Choose a name for your philanthropic account ("The Williams Family Charitable Fund," for example). Unless you request anonymity when you recommend grants, the name below will appear on correspondence with organizations that receive grants from this account.

Do not use the words "trust," "endowment," "fund," or "foundation." ▶

<b>Account name</b> The _____ Fund
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## 2 Account advisor information

Name a maximum of two advisors to the account. All advisors have ongoing account privileges and access and must consent to changes to the account succession plan, name, or advisors. Account advisors may independently recommend grants and exchanges.

### Account advisor A

<b>Name</b> <i>salutation, first, middle initial, last</i>	<b>Last 4 digits of SSN or PIN</b>
<b>Gender</b> Male    Female    Other _____	<b>Birth date</b> <i>mm-dd-yyyy</i>
<b>Preferred phone</b> Business    Home    Mobile	<b>Alternate phone</b> Business    Home    Mobile
<b>Mailing address or P.O. box number</b>	
<b>City</b>	<b>State</b> <b>Zip</b>
<b>Email address</b>	<b>Preferred contact method</b> Email    Phone    Mail

Acknowledge you read and agree to abide by the terms and conditions in our *Policies and guidelines* booklet. ▶

<b>Signature of new account advisor A</b> X	<b>Date</b> <i>mm-dd-yyyy</i>
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Account advisor B

Name <i>salutation, first, middle initial, last</i>			Last 4 digits of SSN or PIN
Gender Male    Female    Other _____		Birth date <i>mm-dd-yyyy</i>	
Preferred phone Business    Home    Mobile		Alternate phone Business    Home    Mobile	
Mailing address or P.O. box number			
City		State	Zip
Email address		Preferred contact method Email    Phone    Mail	
Relationship to current account advisor A			
Signature of new account advisor B X			Date <i>mm-dd-yyyy</i>

Acknowledge you read and agree to abide by the terms and conditions in our *Policies and guidelines* booklet.

### 3 Succession plan

Choose what will happen to your account when all advisors are unable or unwilling to manage account processes. If a valid succession plan is not in effect, remaining account assets will be transferred to The Philanthropic Impact Fund.\*

If checked, complete <b>Section 3a.</b>	<p><b>Option 1:</b> Pass current account privileges to others.</p> <p>Retain the assets in your account and appoint up to two successor-advisors. Please note, successor-advisors cannot be listed as a current advisor on the same account.</p>	%
	<p><b>Option 2:</b> Create new accounts.</p> <p>Divide account assets equally and create one or more new accounts, each with up to two successor-advisors. The minimum initial amount for each account is \$25,000.</p>	%
If checked, complete <b>Section 3b.</b>	<p><b>Option 3:</b> Recommend final grants to charity.</p> <p>Recommend one or more charities receive a final, lump-sum grant from your account. All grants are subject to review and approval at the time the succession plan is enacted.</p>	%
If checked, complete a <i>Recommend an Endowed Grant Plan</i> form.	<p><b>Option 4:</b> Establish recurring grants with an Endowed Grant Plan.</p> <p>Recommend recurring grants based on a percentage of the account's balance. This option is not in effect until Vanguard Charitable receives a completed Recommend an Endowed Grant Plan form, which is available at <a href="http://vanguardcharitable.org">vanguardcharitable.org</a>.</p>	%
	<p><b>Option 5:</b> Transfer assets to The Philanthropic Impact Fund.</p> <p>The Philanthropic Impact Fund is managed by our board of trustees and used to grant to a variety of charitable causes.</p>	%
Total must equal 100%.		<b>Total</b> 100 %

\*We highly recommend that each of our Account Advisors undergo an annual review of their Succession Plan. This will ensure that our records remain up-to-date even as your plans continue to evolve. Ultimately, know that it's our goal to ensure that your charitable intentions are met.

**3a. Successor-advisors**

If you selected **Option 1** or **Option 2** as a succession plan, name successor-advisors here. Successor-advisors cannot be current advisors on the same account. Successor-advisors will not receive account privileges until the Succession Plan is enacted, or unless they are named as an Interested Party on the account.

Successor-advisor A

<b>Name</b> <i>salutation, first, middle initial, last</i>			
<b>Title</b> <i>if applicable</i>			
<b>Gender</b> Male    Female    Other _____		<b>Birth date</b> <i>mm-dd-yyyy</i>	
<b>Mailing address or P.O. box number</b>		<b>Preferred phone</b>	
		Business	Home    Mobile
<b>City</b>		<b>State</b>	<b>Zip</b>
<b>Email address</b>			
<b>Relationship to current account advisors</b>			

Successor-advisor B

<b>Name</b> <i>salutation, first, middle initial, last</i>			
<b>Title</b> <i>if applicable</i>			
<b>Gender</b> Male    Female    Other _____		<b>Birth date</b> <i>mm-dd-yyyy</i>	
<b>Mailing address or P.O. box number</b>		<b>Preferred phone</b>	
		Business	Home    Mobile
<b>City</b>		<b>State</b>	<b>Zip</b>
<b>Email address</b>			
<b>Relationship to current account advisors</b>			

**3b. Nonprofit organizations**

If you selected **Option 3** as a succession plan, name nonprofit organizations here.

Specify the percentage to be granted to this charity.

► **Organization A**  %

Grants are made payable to charity's legal name, which may differ from its common name.

Charity information

Charity legal name		EIN <i>if available</i>	
Street address or P.O. box number			
City		State	Zip
Preferred phone	Web address		

Grant purpose

General operating expenses
Other:

Grant recognition

<b>Account name only</b> No contact information	<b>Anonymous</b> No identifying or contact information
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Specify the percentage to be granted to this charity.

► **Organization B**  %

Grants are made payable to charity's legal name, which may differ from its common name.

Charity information

Charity legal name		EIN <i>if available</i>	
Street address or P.O. box number			
City		State	Zip
Preferred phone	Web address		

Grant purpose

General operating expenses
Other:

Grant recognition

<b>Account name only</b> No contact information	<b>Anonymous</b> No identifying or contact information
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## 4 Referral information

Tell us how you learned about Vanguard Charitable. Check all that apply.

<b>Vanguard Charitable</b>
<b>The Vanguard Group</b>
<b>Friend or family member</b> Name of your friend/family member:
<b>Professional advisor</b> Name of the advisor:
<b>Publication</b> Title of the publication:
<b>Website or internet search</b> Specific website:
<b>Event</b> Specific event:
<b>Other</b> <i>please specify</i>

Continue  
to contribute  
to this account ▶

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# Make a contribution

Use this form to make an initial contribution to your philanthropic account. Contributions are irrevocable upon acceptance by Vanguard Charitable.

If you require extra space, include additional sheets. Please do not staple.

For more information, refer to our *Policies & guidelines* booklet.

## 5 Contribution type

Minimum initial contribution is \$25,000. Additional contributions must be a minimum of \$5,000.

<p><b>Assets held at Vanguard</b> <i>Complete Section 5a</i> Completing this paperwork will initiate the transfer from Vanguard.</p>
<p><b>Vanguard brokerage money market settlement fund</b> <i>Complete Section 5b</i></p>
<p><b>Assets held outside Vanguard or Vanguard Brokerage Services</b> <i>Complete Section 5c</i></p>
<p><b>Physical stock certificate</b> <i>Complete Section 5d</i></p>
<p><b>Cash gift</b> <i>Complete Section 5e</i> Completing this form will not initiate transfer. See page 12 for delivery and funding instructions.</p>

### 5a. Assets held at Vanguard

Use this section to contribute: Vanguard mutual funds held at Vanguard or Vanguard Brokerage Services Stocks, bonds, ETFs, non-Vanguard mutual funds held at Vanguard Brokerage Services.

Account number	Fund name	Ticker symbol	Number of shares or "All"

**Specific ID cost basis method only**

Use this section to specify lots. For additional lots, attach extra paper signed and dated by all registered owners. These pages should include the following: account number, fund name, and date shares acquired.

Account number	Security/fund name	Ticker symbol
	Number of shares	Date shares acquired
Lot 1		Purchase price per share
Lot 2		\$
Lot 3		\$

Note: If you prefer to use specific identification for this transaction, but your account is using the average cost basis method, either by your affirmative election or Vanguard's default, you must change your cost basis method to specific identification in writing. Contact Vanguard for more information.

**5b. Vanguard brokerage money market settlement fund**

Vanguard Brokerage Account number <i>8 digits</i>	Dollar amount
	\$

**5c. Security or mutual fund held outside Vanguard or Vanguard Brokerage Services**

Use this section to contribute assets held outside of Vanguard. Contributions will be processed based on number of shares, not approximate value. Please use funding instructions on Page 12 to initiate transfer of assets.

Security/fund name	Ticker symbol	Number of shares	Approximate value
			\$
			\$
			\$
			\$
			\$

**5d. Physical stock certificate**

Use this section to contribute assets held outside of Vanguard. Contributions will be processed based on number of shares, not approximate value. Please see Page 12 for funding and delivery instructions.

Security/fund name	Ticker symbol	Number of shares	Approximate value
			\$
			\$
			\$



**5e. Cash gift**

Vanguard Charitable will update this form to match assets as received.

Check      Wire      ACH/EFT

Dollar amount \$	Approximate send date <i>mm-dd-yyyy</i>
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**6 Donor information**

Identify all registered owners of the asset(s) being donated. Vanguard Charitable will send a tax substantiation letter to the donor(s) at the address provided below. If you are contributing from a trust, corporation, or other organization, a current Corporate Resolution must be on file for all gifts over \$10 million.

Individual      or      Trust, Organization, Corporation

Name of trust/organization	
Taxpayer Identification Number <i>last 4 digits</i>	Trust agreement date <i>mm-dd-yyyy</i>

**6a. Primary Donor/Trustee/Owner**

Name <i>salutation, first, middle initial, last</i>	Last 4 digits of SSN or PIN
Gender Male      Female      Other _____	Birth date <i>mm-dd-yyyy</i>
Mailing address or P.O. box number	
City	State      Zip
Email address	Preferred phone

**6b. Joint Donor/Trustee/Owner**

Name <i>salutation, first, middle initial, last</i>	Last 4 digits of SSN or PIN
Gender Male      Female      Other _____	Birth date <i>mm-dd-yyyy</i>
Mailing address or P.O. box number	
City	State      Zip
Email address	Preferred phone

## 7 Related donors

IRS guidelines require Vanguard Charitable to track its donations from related parties. List below the names of any relatives (or organizations on whose behalf you have the authority to act) who have donated to Vanguard Charitable.

Related party

<b>Name</b> <i>salutation, first, middle initial, last</i>
<b>Relationship to donor</b>

## 8 Investment options

Contribution proceeds may be invested in any combination of the investment options listed below. Information on our current investment options and performance is available at [vanguardcharitable.org/investments](http://vanguardcharitable.org/investments). If no allocation is selected, 100% of proceeds will be invested according to the account's current allocation.

Check here to keep the account's existing weighted allocation, excluding the TIFF Multi-Asset Pool.

Portfolio Solutions investment options ▶	Income	%
	Conservative Growth	%
	Moderate Growth	%
	Growth	%
	Money Market	%
	Short-Term Bond	%
	Total Bond	%
	Total International Bond	%
Portfolio Builders investment options ▶	Total Equity	%
	Total U.S. Stock	%
	Total International Stock	%
	Balanced Index	%
	Wellington	%
	European Stock	%
	Pacific Stock	%
Value-Driven investment options ▶	Emerging Markets Stock	%
	ESG U.S. Stock	%
	ESG International Stock	%
	ESG Global Stock	%

Total must equal 100%. ▶

## 9 Authentication for assets transferred from Vanguard

Additional authentication is required if you are contributing assets valued at \$2 million or more at Vanguard. Authentication for these assets must be completed using one of the following:

### 6a. Vanguard voice verification™

<p>Check this box if you intend to use Vanguard voice verification in lieu of signature guarantee. However, you must be enrolled in the service, which can take up to one week to complete. For more information or to register, contact your Vanguard representative.</p>
<p>Name of your Vanguard representative <i>if known</i></p>

### 6b. Signature guarantee or Medallion signature guarantee

All registered owners must be present for the Signature guarantee or Medallion signature guarantee. Ensure with your bank or broker that the Medallion signature guarantee(s) provided will cover the amount of the gift.

A notary public cannot provide a Signature guarantee or Medallion signature guarantee.

Signature of authorized officer	Place stamp here
Authorized officer's title	
Name of institution	
Date <i>mm-dd-yyyy</i>	

## 10 Required signatures

By signing below, I authorize the transfer of the assets described in Section 2 to Vanguard Charitable. I acknowledge that my gift of the property described in Section 2 will be irrevocable and unconditional when received and accepted by Vanguard Charitable. I acknowledge that I have read and agree to abide by the terms and conditions set forth in Vanguard Charitable's *Policies and guidelines* booklet, which will be amended from time to time. I hereby certify, to the best of my knowledge, that all information presented in connection with this form and contribution is accurate and that I will notify Vanguard Charitable promptly of any changes. I confirm I have the full authority to enter into this agreement or to recommend a grant from another donor-advised fund wherein the sponsoring organization is the owner of the funds transferred to Vanguard Charitable.

If a Medallion signature guarantee is required for your contribution, do not sign unless you are in the presence of an authorizing officer.

Signature of owner/trustee/officer A	Date <i>mm-dd-yyyy</i>
X	

Signature of owner/trustee/officer B	Date <i>mm-dd-yyyy</i>
X	

## 11 Instructions for transferring assets

### Assets held outside Vanguard or Vanguard Brokerage Services

- Receiving firm: Vanguard Brokerage Services
- Vanguard Charitable brokerage account number: 76580331
- DTC clearing number: 0062
- Further credit to: [Your Vanguard Charitable account number and name]

### Physical stock certificate

Send a completed Letter of authorization form with a Medallion signature guarantee, and properly endorse the certificate.

- Write "Vanguard Brokerage Services" between the words "appoint" and "attorney" on the back of each certificate.
- Fill in the current date and sign your name exactly as it appears on the front of the certificate. All registered owners must sign in the presence of an authorizing officer.
- Obtain a Medallion signature guarantee.

### Cash gift

#### Contribution by Check

To complete your contribution by check to Vanguard Charitable, please enclose this form with your check and mail to the following addresses listed below, as applicable. Please make your check out to Vanguard Charitable Endowment Program.

By U.S. mail:	By registered, certified, or overnight mail:
Vanguard Charitable	Vanguard Charitable
P.O. BOX 9509	2670 Warwick Avenue
Warwick, RI 02889-9509	Warwick, RI 02889-9509

#### Contribution by Wire

Contribution by wire, provide your bank with wiring instructions.

- Wire to: FRB ABA 011001234 - The Bank of New York Mellon, 225 Liberty St., New York, NY 10286
- For credit to: Account 0724947 - Vanguard Charitable Endowment Program
- Make payable to Vanguard Charitable Endowment Program.

#### Contribution by Electronic Bank Transfer (ACH/EBT)

To complete your contribution by EBT to Vanguard Charitable, you must both inform Vanguard Charitable of your intended donation and instruct your bank to send Vanguard Charitable the donation.

**Note:** Each bank has a different process and timeframe for processing EBT contributions. We recommend you confirm with your bank that the transaction has been completed.

1. Login to your bank's website.
2. Initiate an Electronic Bank Transfer, which is often achieved using the "Bill Pay" functionality on a bank's secure website. (EBTs are processed through the Automated Clearing House network). If this option is not available, please contact your bank for assistance.
3. Search the "biller," "Merchant," or "Remit To" organization for "Vanguard Charitable Endowment Program." If you cannot find the name on your list of approved recipients, enter the following information:  
 Vanguard Charitable  
 P.O. BOX 9509  
 Warwick, RI 02889-9509  
 Phone: 888-383-4483
4. Specify the amount of your donation and—if available—the effective date you would like the contribution to be processed.
5. Add your Vanguard Charitable account number and name to the "memo," "notes," or "additional information" field of your EBT transfer request.

### Return information

Return this form and required documentation to Vanguard Charitable. If the document has a Signature guarantee or Medallion signature guarantee, it must be mailed.

<b>Email:</b>	donorservice@vanguardcharitable.org <i>We recommend encrypting the form and sharing the password with us.</i>
<b>Phone:</b>	888-383-4483
<b>Fax:</b>	866-485-9414
<b>Mail:</b>	P.O. Box 9509 Warwick, RI 02889-9509
<b>Registered, certified or overnight mail:</b>	2670 Warwick Avenue, Warwick, RI 02889-9509