

## Helpful Instructions

**Thank you once again for your generous gift to South Boston Catholic Academy through the *Set Sail Campaign*. Gifts will be processed through the Inspiring Hope Campaign via the Catholic Community Fund of the Archdiocese of Boston, and credited to the SBCA/Set Sail Campaign.**

**Pledge Forms with Checks** may be made out to the Inspiring Hope Campaign with the name of ***SBCA/Set Sail Campaign*** in the memo, and returned to:

Ellen H. Lynch – Director of Development  
South Boston Catholic Academy  
866 East Broadway  
South Boston, MA 02121

**Ongoing Pledge Payments** may be made out to the Inspiring Hope Campaign with the name of ***SBCA/Set Sail Campaign*** in the memo, and addressed to:

Boston Catholic Development Services – Inspiring Hope Campaign  
Attn: Ms. Wendy Bartlett  
66 Brooks Drive  
Braintree, MA 02184

**Pledge payment questions:** contact Wendy Bartlett [bartle\\_w@rcab.org](mailto:bartle_w@rcab.org)

**Donor Advised Funds:** Please direct your gift to the Catholic Community Fund of the Archdiocese of Boston, Inc. (Tax ID 04-3071454) and include *Inspiring Hope* and the case initiative (Education – ***SBCA/Set Sail Campaign***) as the purpose of your gift.

**Matching Gifts:** If your company has a matching gift program, you may be able to enhance the impact of your gift by requesting a matching gift form from your employer and including it with your pledge form.

**Planned Gifts:** For gifts made through bequests, life insurance or retirement plans, please contact

Lisa Lipsett, Esq. - 617-746-5693  
Executive Director of the Catholic Community Fund  
[inspiringhopecampaign@rcab.org](mailto:inspiringhopecampaign@rcab.org)

**Security Donations** held within a brokerage account, you may transfer them electronically.

- Please contact Mr. Tom Larner, Stock Donation Coordinator, to inform him of the transaction (the name of the security and number of shares) so we can notify our broker.  
Mr. Tom Larner: [TLarner@rcab.org](mailto:TLarner@rcab.org)  
617-746-5884
- You may execute your donation by instructing your broker to transfer the securities as follows:  
Mr. Alex Brown  
DTC Number 725 (cleared by Raymond James)  
Account number: 422NH218  
For the benefit of the Roman Catholic Archbishop of Boston, A Corp. Sole  
(notation to include ***SBCA/Set Sail Campaign***)

**Stock, bond and mutual fund donations:** please contact Mr. Tom Larner, Stock Donation Coordinator, for instructions and a draft Letter of Intention to Donate stock: Mr. Tom Larner: [TLarner@rcab.org](mailto:TLarner@rcab.org)  
617-746-5884

**Official name and address for the Inspiring Hope Campaign:** Catholic Community Fund of the Archdiocese of Boston  
66 Brooks Drive  
Braintree, MA 02184  
**Tax ID (EIN): 04-3071454**

**THANK YOU!** We are enormously grateful for your generosity and support.  
Please be advised that a nominal amount of your donation is utilized to cover the fundraising and administrative costs for the *Inspiring Hope* Campaign.  
<https://www.inspiringhopecampaign.org/>