



MAKING GIFTS FROM MUTUAL FUNDS

To ensure correct and efficient processing of gifts of Mutual Funds, please follow the steps below and share instructions with your Advisor or mutual fund provider. For any questions, please contact the Bradley Impact Fund at (414) 291-2500.

STEP #1

Ask your firm/Advisor if their firm is ACAT eligible for transfers of securities OR share this document with them (They should be very familiar with this question);

- > **IF** your firm is ACAT eligible proceed to follow the instructions in step 2 for **ACAT Eligible Transfers**.
- > **IF** your firm is ACAT eligible proceed to the instructions in step 2 for **NON-ACAT Eligible Transfers**.
Please note: this full process must be followed each time a Non-ACAT eligible transfer is made, bin numbers provided are for one-time use only.

STEP #2 (dependent on answer above)

ACAT ELIGIBLE TRANSFERS

- > Initiate a partial ACAT transfer request with your firm, and provide to them Bradley Impact Fund's information:
 - Name of Account:
Bradley Impact Fund, Inc.
 - Account number: **2862-5996**
 - DTC Number: **0141** (Wells Fargo Clearing Services, LLC)
- > Complete any paperwork required from your firm.
- > **Notify Bradley Impact Fund** of the pending transfer at (414) 291-2500.

NON-ACAT ELIGIBLE TRANSFERS

- > **Contact Bradley Impact Fund** at (414) 291-2500 to provide the following information to initiate the process*:
 - Name of the Open-end Mutual Fund
 - Number of shares
 - Cusip and/or Ticker number
 - Tax lot, if specified
 - Delivering Firm Name and DTC number (required to help us know who we will be receiving the shares from)
 - Donor Name (unless Anonymous) and Account Number
 - Please provide contact information for the person at your firm that we can provide to our Transfer Team.
- > Bradley Impact Fund will provide receiving Account Name and Account Number at Wells Fargo for each donation.
- > Ask your current firms what they require to initiate the transfer. Usually, some type of letter of instruction is required for gifts of securities.
- > Below are the steps required to process gifts:
 1. Using the information provided above, the Wells Fargo Mutual Fund Team will set up a fund account (also called a bin number) for the incoming donation.
 2. The Wells Fargo Mutual Fund Team will provide the fund account number to the contact provided at your firm.
 3. The delivering firm then initiates the transfer to the receiving fund account at Wells Fargo.
 4. The Wells Fargo Mutual Fund Team watches for the incoming transfer to the fund account and processes into your receiving account.

**This transfer process can take 2-4 weeks (or longer at year-end) due to the extra steps needed to accept the shares.*