FRIENDLY REMINDER
2023 IMPORTANT YEAR-END DATES
BASED UPON IRS GUIDELINES

CREDIT CARD DONATIONS
- **Sunday, December 31, 2023,** is the last day for online credit card donations at www.dhhrm.org to count as a 2023 charitable donation.
- **Saturday, December 30, 2023, at 5:00 p.m.** is the last day for credit card forms received by phone or mail to be processed as 2023 donations. **Important note:** Credit card transactions processed **AFTER** 12/31/23 will receive a 2024 tax receipt, even if the donor’s form was mailed in 2023.

MAILED CHECK DONATIONS
- Make checks payable to “Dallas Holocaust and Human Rights Museum”.
- **Saturday, December 30, 2023,** is the **last postmark date** for all 2023 year-end donations paid by check.
- **Important note:** All check donations postmarked in 2024, regardless of the date on the check, will be recorded in 2024.

GIFTS OF STOCK and Wire/ACH
- **Friday, December 29, 2023,** is the last date gifts of stocks must be received in our brokerage account to count as a 2023 charitable donation.
- **Important note:** Stock transfer times vary, so if you plan to make a stock gift this year, please contact your broker to ensure timely handling of your donation.
- **NOTIFY THE MUSEUM** that a stock transfer or wire/ACH has been initiated. These transactions are NOT earmarked with your name.
- **Wire/ACH and Stock Transfer instructions follow on page 2.**

THANK YOU
We are grateful to our donors who recognize the value of the Museum’s mission and continue to provide much-needed support.

ADDITIONAL QUESTIONS?
Contact Kathryn English at 469-257-4291 or email KEnglish@dhhrm.org
**WIRE AND ACH INSTRUCTIONS (CASH)**

Banking Institution:  
Comerica Bank, N.A.  
8850 Boedecker St.  
Dallas, TX 75225  
ABA Routing number: 111000753  
Account Name: Dallas Holocaust Museum  
Account Number: 1880397953

Dallas Holocaust and Human Rights Museum Contact information:  
**NOTIFY THE MUSEUM** that a wire/ACH has been initiated. **Wires/ACH are NOT earmarked with your name**, so we have no way of knowing you are the donor unless you tell us.

- **Hannah Orth**, Director of Finance  
  469-399-5207 or horth@dhhrm.org
- **Deanne McElroy**, Advancement  
  469-399-5210 or DMcElroy@dhhrm.org
- Or notify Museum via FAX: 469-214-4966

**STOCK TRANSFER INSTRUCTIONS**

Instruct your broker to transfer shares of stock from your account to the Dallas Holocaust Museum - Morgan Stanley account (below). To ensure an expeditious transaction please provide the following information to Museum staff:

- Name and number of shares of stock
- Date the transfer will be initiated
- Acknowledgment that shares will be sold upon receipt *(email communication preferred)*

Dallas Holocaust and Human Rights Museum Contact information:  
**NOTIFY THE MUSEUM** that a stock transfer has been initiated. **Stock transfers are NOT earmarked with your name**, so we have no way of knowing you are the donor unless you tell us.

- **Hannah Orth**, Director of Finance  
  469-399-5207 or horth@dhhrm.org
- **Deanne McElroy**, Advancement  
  469-399-5210 or DMcElroy@dhhrm.org
- Or notify Museum via FAX: 469-214-4966

Dallas Holocaust and Human Rights Museum’s Brokerage Account:

- Firm: Morgan Stanley
- DTC: 0015
- Account Number: 053-520318-387 *(must include dashes)*
- Beneficiary Account Name: Dallas Holocaust Museum
- DHM Tax ID Number: 75-2113723

Contact information for Morgan Stanley:

- **Janna Birkner**  
  972-450-6621 or Janna.R.Birkner@MorganStanley.com

[Revised 11/14/2023]