



How to Make your Calendar Year-End Gift to St. Paul Academy and Summit School

Give Online

Secure credit card donations can be made using [SPA's Online Giving Form](#). Credit card donations need to be made by **midnight CT on December 31, 2016** in order to be counted in the 2016 calendar year.

Give by Mail

Due to the holidays and IRS regulations, checks should be dated no later than **December 31, 2016** in order to be counted in the 2016 calendar year. Checks should be made payable to St. Paul Academy and Summit School.

You can mail your gift or pledge to:

Office of Institutional Advancement
St. Paul Academy and Summit School
1712 Randolph Avenue
St. Paul, MN 55105

Give via Securities and Stock

Securities and stock gifts must be in the St. Paul Academy and Summit School account by **Friday, December 30, 2016**. Donors should be careful to give their brokers time to complete the transaction. This usually requires a minimum of three business days, but may take longer if volumes are high. We encourage you to contact your broker by December 27, 2016.

If you wish to make a gift of stock, please share the following account information with your broker:

Charles Schwab
St. Paul Academy and Summit School Account #47578630
DTC 0164

Please be sure to notify the school of any transfers you make, as it is nearly impossible for us to know where transfers have originated once we have received them. Most importantly, we need to know which stock you have donated. Then we can properly credit you and thank you for your gift.

To learn more about making a security or stock gift to St. Paul Academy and Summit School or to notify the school of your transfer, please contact [Karen Stuhlfeier](#) at 651-696-1318.