

## STOCK TRANSFER INSTRUCTIONS

**Transfer securities to:**

<b>Broker:</b> Charles Schwab	<b>Account Number:</b> 7200-4818
<b>Account Name:</b> The Jewish Community Foundation	<b>DTC Number:</b> 0164 Code 40
<b>Tax ID:</b> 94-6098382	

**Very important: Please inform us of your contribution.** Our broker will not report you as the donor. Please tell us the name of the securities and/or stock symbols, number of shares, and the name of your fund. Or send a copy of your instruction letter. **Email or fax:** Chris Dorst: chris@jfed.org / 510.318.8344 fax

You may use the letter template below for your convenience. Also, ask your broker if they can set up a "standing order" for you to transfer stock more easily in the future.

### BROKER INSTRUCTION LETTER

  

(Broker Name)	(Date)
(Broker Street Address)	
(Broker City, State, Zip)	
(Broker Phone Number)	

Dear \_\_\_\_\_

I/We wish to make a charitable gift to The Jewish Community Foundation. To that end, please transfer the following securities.

Account #: \_\_\_\_\_ In the name of: \_\_\_\_\_

<u># of shares</u>	<u>Security name</u>	<u>Ticker symbol</u> <u>(if known)</u>

For the benefit of: \_\_\_\_\_  
(apply the gift to which fund or program?)

Stock should be transferred directly to The Jewish Community Foundation account using the details above. Please do not send stock certificates.

A confirmation showing the transfer date and value upon transfer would be appreciated.

Thank you for your assistance.

Sincerely,

(Account holder 1 signature)	(Account holder 2 signature. Two names are required for joint accounts.)
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