

# Stanford University

## Securities Transfer Request Form

Shares can be transferred directly from your brokerage account to Stanford's account.

- Send a signed and completed copy to your broker. Only your broker can initiate the transfer.
- Return a completed copy back to the Gift Securities Team via email or fax.

Some brokerage firms require this letter to be Notarized or Medallion Signature Guaranteed. Please check with your broker for additional requirements.

If you wish to make a gift of mutual funds, bonds, foreign or restricted stock, please contact the Gift Securities Team as these require special handling. Thank you!

**Fax** 650-926-0312/ **Email** stockgifts@smc.stanford.edu/ **Phone** 650-926-0244

**DATE:** \_\_\_\_\_

**TO:** \_\_\_\_\_ (Broker Name)

\_\_\_\_\_ (Brokerage Firm)

\_\_\_\_\_ (Broker Phone Number)

**Please accept this letter as your authorization to irrevocably transfer:**

(name of stock, number of shares)

_____	_____
_____	_____
_____	_____
_____	_____

**which you hold in the name of:**

(account title at brokerage firm)

\_\_\_\_\_  
\_\_\_\_\_

**From my account number:** \_\_\_\_\_ **to the account of Stanford University.**

**Please transfer via DTC as follows:**

**Dreyfus (Pershing) DTC # 0443**

**Account # 58L-001466**

**Acct Registration:**

**Board of Trustees of the Leland Stanford Junior University – Gift Account**

**Tax ID # 94-1156365**

**Broker: Matt Butler**

**Phone: 800-843-5466 or 516-338-3269**

**Fax: 516-338-3260**

**Signature(s) of account owner(s):**

**Please provide Stanford with my name as donor of this gift.**

\_\_\_\_\_

**Gift Designation (purpose of gift):**

\_\_\_\_\_

\_\_\_\_\_

Dated 05.16.11