

Sample Letter of Authorization for Securities Transfer

[Date]

To Whom It May Concern:

I am making a donation of [number] shares of [company/fund name] to the French American International School (FAIS), 8500 NW Johnson Street, Portland, OR 97229, tax ID # 93-0738797.

Please **transfer** these shares to:

- Charles Schwab & Co. Inc.
- FBO (for the benefit of) French American International School
- Account Number: 1046-4719
- DTC Routing Number: 0164 Code 40

I would also like you to enter the following donor identification information into the “Text Comment” field of the DTC screen so that the French American International School can accurately acknowledge my gift and provide a tax-deductible receipt:

- Donor Name(s): [your name(s)]
- Address: [your address]
- Phone Number: [your phone #]
- Account Number: [your brokerage account #]
- Brokerage Firm: [name of your brokerage firm]

The French American International School contact regarding this transfer is:

Paul Mallon
Director of Finance
French American International School
(503) 292-7776 x311
pmallon@faispdx.org

Thank you in advance for processing this securities transfer. Please contact me if you have any questions.

Regards,

[signature(s) of account holder(s) – joint accounts require both owner signatures]

[name(s) of account holder(s) – joint accounts require both owner names]