



**Norfolk Academy
Security Transfer Information**

Date: _____

Donor Name: _____

Donor Address: _____

Donor Phone #: _____

FROM:

Brokerage Firm Name: _____

Address: _____

Phone #: _____

Please note that the above Brokerage Firm has been instructed to transfer securities detailed below to Norfolk Academy. **(This is informational only. It does not serve as a notice to transfer the securities.)**

The following securities:

_____ shares of _____

_____ shares of _____

_____ shares of _____

The securities are being transferred to the Brokerage Firm listed below:

TO:

Brokerage Firm Name: _____

Address: _____

Phone #: _____

The proceeds of the sale should be directed towards (please be specific): _____

(Annual Giving, Capital Campaign, Both, Other)