



HOLY FAMILY
CATHOLIC HIGH SCHOOL

Stock Donation Letter of Instruction (LOI)*

Date: _____

Releasing Brokerage Firm: _____

Attention Account Representative: _____

Phone: _____ Fax: _____

Branch Office Street Address: _____

Branch Office City: _____ State: _____ Zip Code: _____

(Most of the above information can be found on donor's brokerage statement)

RE: GIFT TO HOLY FAMILY CATHOLIC HIGH SCHOOL

Dear Custody Department:

I wish to gift to Holy Family Catholic HS _____ shares of _____ stock/bond, with the Cusip number or symbol of _____, held in my account # _____, located at your brokerage firm _____. Please send these shares to LPL Financial, DTC #0075 for further credit to account #1992-3259 titled Holy Family Catholic HS. Please designate these funds to the Annual Fund _____, the Capital Campaign _____, and/or Other Fund _____.

Thank you!

Sincerely,

X _____

Donor Signature(s)

Print Donor Name(s)

Donor: Please complete this letter and mail, fax or email a copy to each:

1. Releasing brokerage firm/Account Representative

2. Holy Family Catholic High School

Attn: Erin Hesse

8101 Kochia Lane, Victoria, MN 55386

Phone: (952) 856-1406

Email: hesssee@hfchs.org

Please indicate how you would like the gift to be allocated.

3. Scott Hallett, Account Representative

LPL Financial located at Old National Bank Investments

600 W. 78th Street, Chanhassen, MN 55317

Phone: (952) 486-4545 Fax: (612) 656-3401

Email: scott.hallett@onbinvestments.com

Once Holy Family Catholic HS receives this LOI from the donor and stock is received into Holy Family's account, a confirmation letter will be sent by the school to the donor for their tax records.

*This letter is to be used by donor(s) to instruct the current broker to electronically transfer the above designated securities to Holy Family Catholic High School.

