



Making a Gift of Stock

Please use the following letter of authorization to donate shares and to ensure that your brokerage firm has the information they need to complete the transfer. Please notify The Advancement Team at advancement@girlsms.org or (650) 968-8338 to ensure proper receipt of your contribution. Please be sure that you or your broker include your name on the stock transfer.

Date:

[Delivering Firm's Name]

[Delivering Firm's Address]

To Whom It May Concern:

Please accept this instruction to transfer the following security(ies)

FROM: [Delivering Firms' Name]

Account Name:

Account Number:

Donor Name:

Security Name & Symbol/Number of Shares:

Security Name & Symbol/Number of Shares:

TO: First Republic Securities Co, LLC

Account Name: The Girls' Middle School

For Further Credit to Account Number: 33L115392

Clearing Firm: Pershing LLC

Pershing LLC DTC# 0443

Contact Broker: Sam Schoner, Hilary Yu, or Mary Jane Reyes (415) 262-4118

Email: schonerteam@firstrepublic.com

Sincerely,

Donor Names