



The Academy of the HOLY CROSS

INSTRUCTIONS FOR TRANSFER OF STOCK

For stock transfers, please proceed as follows:

1. Contact your broker and request that he/she do a Depository Trust Company (DTC) transfer to the account of:

**RBC Wealth Management
DTC #0235
Account #320-07986
Account Title: Academy of the Holy Cross Fund**

2. Once that has been done, please contact the Institutional Advancement Office c/o Felice Herman (contact info below) with the details of the transfer, i.e., name of stock and number of shares, so that we can advise RBC that they should expect to receive the transfer to the account of The Academy of the Holy Cross.

3. Should you wish to advise Holy Cross' agent directly yourself, her contact information is:

**Fatema Sarker, Client Associate
RBC Wealth Management
2100 Pennsylvania Ave NW, Suite 810N
Washington, DC 20037
fatema.sarker@rbc.com
(202) 661-9559**

**Felice Herman
Director of Advancement
The Academy of the Holy Cross
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301-929-6494**