



# The Salisbury School Educational Foundation

*In service to The Salisbury School's mission, the foundation raises endowment funds to provide a long term sustainable financial base for the school's current and future needs.*

## Stock Gift Instructions for Donors

IMPORTANT— When making a gift of stock please notify:  
Jennifer LeCates, Interim Executive Director  
The Salisbury School Educational Foundation (TSSEF)  
410-742-4464 ext. 142 or [jelecates@thesalisburyschool.org](mailto:jelecates@thesalisburyschool.org)

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### *Electronic Transfer*

Please transfer securities directly to The Salisbury School Educational Foundation, Inc. account with Vanguard as follows:

Vanguard brokerage account  
Account number: 11104282  
DTC#: 0062  
TSSEF Tax ID: 45-2080993

*For questions regarding the transfer, please contact Vanguard at 1-800-662-2739.*

### *Mailing Stock Certificate(s)*

Please mail the stock certificate(s) directly to TSSEF:

The Salisbury Educational Foundation  
Attn: Jennifer LeCates  
6279 Hobbs Road, Salisbury, MD 21804

- \* Do not sign the certificate(s).
  - \* In a separate envelope, please mail a signed and dated stock power form (available from your attorney or stockbroker) for each certificate.
  - \* Mailing the unsigned stock certificate(s) and the signed stock power form(s) separately helps to prevent theft.
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**For more information about the TSS Educational Foundation or including TSS in your estate plan, please contact TSSEF Director at 410-742-4464 ext. 142**

The Salisbury School Educational Foundation is a 501(c)(3) nonprofit organization, donations to which are tax-deductible to the fullest extent allowed by law. A copy of our current financial statement is available by contacting The Salisbury School, 6279 Hobbs Road, Salisbury, MD 21804 or by calling 410-742-4464. Documents and information submitted under the Maryland Charitable Solicitations Act are available from the Office of the Secretary of State for the cost of copying and postage.