

Stock Gift to Millwood School

To: \_\_\_\_\_ (*Insert the name of your brokerage firm*)

From: \_\_\_\_\_ (*Insert your name*)

Date: \_\_\_\_\_ (*Insert current date*)

Via Fax to: \_\_\_\_\_ (*Insert fax number to your brokerage firm*)

**Subject: Letter of Instruction for Stock Gift to Millwood School**

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Please transfer shares of stock based on the following instructions:

Sending Account Registration: \_\_\_\_\_

Sending Account Number: \_\_\_\_\_

Stock to Transfer: \_\_\_\_\_  
(*number of shares, stock symbol, and company name*)

Receiving Account Registration: Millwood School

Receiving Account Number: 4574 4970

Receiving Firm: AG Edwards

Receiving Firm DTC#: 0210

Receiving Firm Contact: Joann Baker, (804) 648-8800

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (if joint account)

\_\_\_\_\_  
Date