



STOCK/SECURITIES TRANSFER INSTRUCTIONS

- 1 Advise your broker that you wish to make an electronic transfer of shares from your portfolio to the Grove City College account.
- 2 Contact Elicia Winner '02, Director of Donor Services at ejwinner@gcc.edu or 724-458-2156 to notify Grove City College of the impending stock transfer and the designation of your gift. Please include which stock you will be transferring to help the College identify the gifts as they are received and ensure they are correctly credited to your record. It is very important to us that we appropriately acknowledge the generosity of our donors in a timely and accurate manner.
- 3 Have your broker transfer the shares to the College's account:
UBS PaineWebber
DTC #0221
Account VP-A5025

In accordance with IRS regulations, Grove City College values a gift of securities based on the mean value of the securities on the date they are received into the College's account. We will promptly send you a receipt stating the number of shares and the date on which they are officially received.

If you or your broker need additional information or assistance, please contact Elicia at ejwinner@gcc.edu or 724-458-2156. We'll be happy to walk you through the process.

Thank you for your gift!

Please note: Grove City College is an educational institution and does not provide tax, legal, or financial advice. We strongly encourage donors to seek counsel from their own legal and financial advisors.