



STOCK GIFT TRANSFER INSTRUCTIONS

Thank You for Your Stock Gift! To make a stock donation to the Palo Alto Community Fund (PACF), please provide the following instructions to your broker:

Broker Name: _____ **Broker Phone/Email:** _____

Firm Name & Address: _____

Your Name: _____ **Your Account #:** _____

Subject: Stock Gift Transfer

Dear Broker,

Please accept this letter as my authorization to execute the following stock gift transfer from the above-referenced account. Kindly deliver the shares to the Palo Alto Community Fund's account as follows:

Receiving Firm: Morgan Stanley D W

FBO: Palo Alto Community Fund

Account #: 112-129499

Address: 245 Lytton Avenue, Suite 200, Palo Alto, CA 94301-1963

DTC #: 015

Stock Description: _____ **Number of Shares:** _____

Date of Transfer: _____

Please note: The date of your gift will be recorded as the date the stock is transferred into PACF's account or titled in PACF's name.

PACF's Federal Tax ID (EIN) is 77-0483215.

If you have any questions, please contact:

- Matthew Ives, Morgan Stanley — 650-853-4072
- Sonia Sethi, Director of Philanthropic Partnerships, Palo Alto Community Fund — 650-722-3999, ssethi@paloaltocommfund.org

Sincerely,

Signature

Designation for This Gift:

(Examples: Greatest Need, Endowment, Dave Mitchell Impact Grant, etc.)