

Springfield College

263 Alden Street
Springfield, MA 01109-3797

Development Office

Dear Springfield College Friend:

Use your appreciated stock to fund your gift to Springfield College. Eliminate the capital gains tax on long term gains and increase your gift!

- Instruct your broker using the information below to transfer the name and number of shares of stock to Springfield College's account #809-04304, at Merrill Lynch, Manchester, NH via DTC #5198.
- Be sure to inform the Development office at (800) 622-6072 of the name and number of shares.
- Springfield College's tax-exempt number is #04-21043-29.
- Does your company match? If so, please forward your company's matching gift form to the Development office.
- Keep the top half of this form for your records and **Thank you!**

| # of Shares | Stock Name | Date |
|-------------|------------|------|
|-------------|------------|------|

(cut along dotted line)

.....

| | |
|------------------|-------|
| Your Firm's Name | Date |
| _____ | _____ |
| _____ | |
| _____ | |

Dear Financial Consultant,

Request transfer of _____ shares of _____
to Springfield College's Account #809-04304, at Merrill Lynch in Manchester, NH via DTC
#5198 from my account number _____.

Thank you,

| | |
|------------|-----------|
| _____ | _____ |
| Print Name | Signature |

If joint, both must sign

| | |
|------------|-----------|
| _____ | _____ |
| Print Name | Signature |
