

Stock Donation Letter



Date _____

To: _____

Your Brokerage Firm's Name, Address, Phone

To whom it may concern:

I wish to make a charitable contribution today of (number) _____ shares of
(Name of Company) _____ common stock
from my account with you, (account #) _____.

Please transfer the shares via DTC to the account of Vanguard Brokerage Services,
DTC-#0062.

The shares should be credited to the account of The Educational Foundation of
Orinda, account # 46V302306.

Sincerely,

Signature

Your Name _____

Address _____

Phone _____

Email _____