



## Stock/Securities Transfer Instructions

### IMPORTANT

1. Please complete this form and forward it to your financial advisor with your applicable account information.
2. As you make your transfer, please also forward a copy of this form to [giftprocessing@afacademyfoundation.org](mailto:giftprocessing@afacademyfoundation.org). It is important that the Foundation is notified of stock transfers to accurately identify and credit the donor and designate the gift.

Questions? Please contact gift processing at 719-472-0300, ext. 200 or [giftprocessing@afacademyfoundation.org](mailto:giftprocessing@afacademyfoundation.org).

Donor name: \_\_\_\_\_

Donor financial institution and financial advisor name: \_\_\_\_\_

Donor address: \_\_\_\_\_

Donor telephone: \_\_\_\_\_

Donor e-mail: \_\_\_\_\_

Name of security or mutual fund: \_\_\_\_\_

Ticker symbol (if known): \_\_\_\_\_

Number of shares: \_\_\_\_\_

Gift purpose or designation: \_\_\_\_\_

Special handling instructions (pledge payment, etc.): \_\_\_\_\_

Who, in addition to the legal donor, should receive recognition for this gift?

*Please use this form as authorization to transfer the securities listed above from my account to Vanguard Brokerage Securities as my gift to the Air force Academy foundation.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### DTC TRANSFER INSTRUCTIONS

*for Financial Advisors*

For gifts of securities to the Air Force Academy Foundation, please deliver by DTC to:

For account of:  
Air Force Academy Foundation,  
Vanguard Brokerage Securities

**DTC:** 0062  
**Account:** 66118829  
**Tax EIN:** 26-0537053

### IMPORTANT

For proper donor recognition, transfers must include the following information:

- Donor's name and address
- Name of security and number of shares
- Purpose of gift
- If applicable, additional names for joint recognition

For Stock Held in Certificate Form:

1. Mail the unendorsed certificate, along with a letter of instruction.
2. In a separate envelope, mail a stock power (signed and dated) for each certificate, and send to:

Air Force Academy Foundation  
Office of Gift Processing  
3116 Academy Drive  
USAF Academy, CO 80840