



VERMONT COMMONS SCHOOL

If you wish to make a gift of stock or securities, please contact our Development Office to notify us of the gift before following the instructions noted below. Thank you for thinking of Vermont Commons School.

Jordan Romm, Director of Development
802-865-8084 x13 or jromm@vermontcommons.org

TRANSFER INSTRUCTIONS

To facilitate gifts of stock, we have established a relationship with the Merchants Trust Company. For stock held in a brokerage account, please instruct your broker to use the following DTC instructions.

DTC ELIGIBLE SECURITIES

PARTICIPANT #: 2116

FFC A/C #: 010034386173

A/C NAME: MERCHANTS TRUST COMPANY

AGENT BANK #: 10016

INSTITUTIONAL ID #: 29683

FBO VERMONT COMMONS SCHOOL ACCOUNT #: 9020

If you hold a physical certificate, you must sign a stock power and deliver the stock and stock power to Jordan Romm, Director of Development at Vermont Commons School. It is very important that you **do not** mail the stock power and certificate together. Merchants Trust Company will complete the stock power for you.

If you have any questions regarding the above instructions or need delivery instructions for other types of securities, please don't hesitate to call one of our contacts at Merchants Trust Company: Dan Stanyon at 865-1827 or Andrea Dion at 865-1813. Thank you for your support.