

**SECURITIES TRANSFER INSTRUCTIONS  
DOANE STUART SCHOOL  
Tax ID # is 14-1623827**

**Any stockbroker in the United States can make a DTC transfer to  
The Doane Stuart School with the following information**

The broker or bank that holds the shares, transfers the shares to a Doane Stuart account with the school's broker:

Merrill Lynch  
Attn: Edward J. Nolan, III  
30 South Pearl Street, 3rd Floor  
Albany, NY 12207  
P 462.8324 or F 462.8399  
Account # 808 04C 62  
DTC # 5198

Please ask your stockbroker to provide the information requested below as soon as possible, by mail or fax.

Connie Correa, Business Manager  
Doane Stuart School  
799 South Pearl Street  
Albany, NY 12202  
P 465.5222, ext. 204 or F 465.5230

Name of Donor: \_\_\_\_\_

Name of Security: \_\_\_\_\_ # of shares: \_\_\_\_\_

Date of Gift Transfer: \_\_\_\_\_ Purpose of Gift: \_\_\_\_\_

Brokerage: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax #: \_\_\_\_\_

Name of Brokerage Representative: \_\_\_\_\_

The value of the gift to The Doane Stuart School is the average between the high and low stock prices on the date that Doane Stuart or its representative receives the transfer (or stock certificates).