



**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: Derek Nolan
30 South Pearl Street, 3rd Floor
Albany, NY 12207
P 462.8331 or F 618-3177
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
199 Washington Ave.
Rensselaer, NY 12144
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).