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STOCK DELIVERY INSTRUCTIONS

Memo To: Matt Greer or Sara Ward
RE: Gifts of Securities – Broker Delivery Instructions:

Charles Schwab & Co., Inc.
DTC #: 0164
Account #: 87121521
Acct. Name: *Charlevoix County Community Foundation*

Please sell these securities as soon as received unless otherwise notified.

NOTE: For tracking purposes, a copy of this completed form must be faxed or e-mailed to the Charlevoix County Community Foundation prior to or at the time of the transfer.

Donor Name: _____

Donor Address: _____

Donor Phone #: _____

Name of Security: _____

Quantity: _____ # of shares

Brokerage Firm/Bank: _____

Agent's Name: _____ Phone #: _____

Estimated date of transfer: _____

Apply gift proceeds to the following fund(s):