



STOCKS AND MUTUAL FUNDS TRANSFER INSTRUCTIONS

To help us track your transfer in a timely manner, please inform us of:

- The company stock/ mutual fund you intend to transfer, and/or the approximate value of your gift
 - Your stock broker's name and telephone number, and the gift designation
 - You contact can be the person listed below or the gift officer you're working with
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IF YOU INTEND TO TRANSFER STOCKS

Gifts of securities can be transferred to the Boston University account by providing the following transfer instructions to your broker as follows:

The Northern Trust Company
DTC clearing #2669 for further credit to: account #26-46112
Account Name: Trustees of Boston University
Boston University EIN: 04-2103547
Gift date is the date of receipt in Boston University's account

If the securities are held as physical certificates in your name, or if you have any additional questions, please contact:

Judie Norris, Associate Director, Gifts
Boston University
595 Commonwealth Avenue Suite 700
Boston, MA 02215.
Phone: 617-353-6347, E-mail <jrnorris@bu.edu>

IF YOU INTEND TO TRANSFER MUTUAL FUNDS

Gifts of mutual funds can be transferred by providing the following transfer instructions to your broker as follows:

State Street Brokerage Services, Inc.
DTC clearing #0226 National Financial Services (NFS) for further credit to account #AB2 864366
Account Name: Trustees of Boston University
Boston University EIN: 04-2103547
Gift date is the date of receipt in Boston University's account

Most mutual funds can be transferred directly to our State Street broker. Your broker should contact the following person at State Street Brokerage to assist with the transfer of Mutual Funds:

Fred Menis: 617-664-6278

IF YOU INTEND TO TRANSFER GOVERNMENT BONDS

Government bonds should be transferred to the Boston University Northern Trust Company account by providing the following instructions to your broker:

Northern CHGO/TRUST
ABA # 071000152
Trustees of Boston University - account #26-46112
Gift date is the date of receipt in the Northern Trust Account

WE STRONGLY ENCOURAGE YOU TO REQUEST PROMPT TRANSACTION CONFIRMATION FROM YOUR BROKER