



Stock Transmittal Letter

IMPORTANT NOTICE when transferring stock to Montreat College: Due to federal, state and local privacy statutes currently enforced, often your broker may not provide us with any personal information, including your name. The only information that comes to Montreat College with your transfer may be the name of the security, number of shares, and firm initiating the transfer. *To ensure your gift is properly credited, receipted and acknowledged, this form should be delivered or emailed to your broker AND to Montreat College at:*

Joe Kirkland
 Counselor to the President
 PO Box 1267, Montreat, NC 28757
 jkirkland@montreat.edu
 [W] 828-669-8012 x.3745 / [C] 828-335-4247

OR

Kristine Buckwalter
 Director of Advancement Services
 PO Box 1267, Montreat, NC 28757
 kristine.buckwalter@montreat.edu
 [W] 828-350-6011

DONOR INFORMATION

Donor's Name	
Address	
Phone	

BROKER INFORMATION

Broker's Name	
Broker's Firm	
Address	
Phone	

TO THE ABOVE-NAMED BROKER: Upon receipt of this letter, please transfer the following as a charitable gift to Montreat College:

	Shares of	
Number		Name of Stock
	Shares of	
Number		Name of Stock
	Shares of	
Number		Name of Stock

Charitable gift designation: Keystone Scholarship Fund
 Strategic Growth
 Restricted (specify purpose) _____

Donor's SignatureDate

The Depository Trust Company
 c/o Johnson Investment Counsel
 3777 West Fork Road
 Cincinnati, OH 45247

Contacts
 Fred Brink or Jill Matsuda
 513-389-2770

Account#: 3171-2767
DTC#: 0164