



DTC TRANSFER INSTRUCTION SHEET

IMPORTANT

1 Please complete this form and forward it to your financial advisor.

2 Please also email a copy of this form to the Yavapai College Foundation at foundation@yc.edu as donor information does not always transmit through the DTC wiring system.

If you have any questions, please contact the Foundation office at 928.717-7619 or via e-mail at foundation@yc.edu.

TO (DONOR'S FINANCIAL ADVISOR)

TELEPHONE FAX

Please use this form as authorization to transfer the securities listed below from my account to Yavapai College Foundation as my gift.

FROM (DONOR NAME)

ADDRESS

TELEPHONE FAX

NAME OF SECURITY

NUMBER OF SHARES

GIFT PURPOSE

WHO, IN ADDITION TO THE LEGAL DONOR, SHOULD RECEIVE RECOGNITION FOR THIS GIFT?

SIGNATURE

DTC Transfer Instructions for Financial Advisors

For gifts of securities to the Yavapai College Foundation, please deliver by DTC to:

Vanguard
DTC # 0062
For further credit to the YAVAPAI COLLEGE FOUNDATION
Account # 47185491

IMPORTANT

For proper donor recognition, transfers must include the following information:

- Donor's name and address
- Name of security and number of shares
- Purpose of gift
- If applicable, additional names for joint recognition