



Office of Gift Administration
25 West Fourth Street, 4th Floor
New York, NY 10012-1119
Telephone: 212.998.2790
Facsimile: 212.995.4856
Email: gift.administration@nyu.edu

STOCK TRANSFER INSTRUCTION SHEET

IMPORTANT

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

2 Please also forward a copy of this form to New York University's Office of Gift Administration via email at security.gifts@nyu.edu or fax at 212.995.4856. This form of communication is important in the gift receiving process, as donor information does not always transmit through the DTC wiring system.

If you have any questions, please contact Christina Hillman at 212.998.6959 or via email at security.gifts@nyu.edu.

TO (DONOR'S FINANCIAL ADVISOR)

TELEPHONE

FAX

Please use this form as authorization to transfer the securities listed below from my account to the gift account of New York University at Merrill Lynch.

FROM (DONOR NAME)

ADDRESS

TELEPHONE

FAX

NAME OF SECURITIES

NUMBER OF SHARES

GIFT PURPOSE

SIGNATURE

DTC Transfer Instructions for Broker and Financial Advisors

For gifts of securities to New York University, please deliver by DTC to:

Merrill Lynch Wealth Management
DTC # 8862, for New York University
Gift Account # 847-04X09.
Attention: Thomas Albertson
800-944-0677, MDA@ml.com

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