

**Melmark Charitable Foundation**  
**Stock/Security Transfer Procedure**

TD Bank, NA currently manages our investments. Our portfolio contact is David Leondi at 856-685-5107.

- You may request that your broker electronically transfer the stock using
  - **Bank of New York DTC #901**
  - **A/C FFC to TD Wealth Account #806100**
    - **For Account – Melmark 708944012**
- You also can mail the stock certificates to the TD Bank office and request that they make the transfer.

**Overnight Address and Mailing Address**

TD Bank, N.A.  
Institutional Trust  
1006 Astoria Blvd  
Cherry Hill, NJ 08034

**Attn: Middle Office**

The Melmark Charitable Foundation will issue an acknowledgment of the contribution of stock once we have been informed by TD Bank that the transfer has been completed. The value of the contribution is the mean value on the date of the transfer times the number of shares donated. The Melmark Charitable Foundation is a 501(c)(3) organization and any contribution is deductible to the fullest extent of the law. Our **EIN number is 23-2446806**.

Please fax a copy of the following information to the Melmark Charitable Foundation at **(610) 325-2929** so that we may identify the gift on our statement.

Donor's name: \_\_\_\_\_

Donor's address: \_\_\_\_\_  
\_\_\_\_\_

Donor's phone: (\_\_\_\_) \_\_\_\_\_

The name of the stock being donated: \_\_\_\_\_

The number of shares of stock being donated: \_\_\_\_\_

Method of transfer: \_\_\_\_\_

Gift Designated for: \_\_\_\_\_

Thank you for your continued generosity and support. I look forward to hearing from you.

Sincerely,

Ellen M. Donohoe  
Vice President for Advancement