



Stanford University

Securities Transfer Request Form

Stanford University – Gift Securities Team

EMAIL: stockgifts@stanford.edu / Phone: 650-721-1917 / FAX: 650-721-2417

***** If Vanguard is your brokerage firm please contact the Gift Securities team *****

Instructions:

- Send a signed and completed copy of this form to your broker.
- Only your broker can initiate the gift transfer.
- Return a completed copy to the Gift Securities team via email (pdf) or fax.
- SPECIAL HANDLING REQUIRED: mutual funds, bonds, foreign or restricted stock
Please contact the Gift Securities team for assistance.

Some brokerage firms require this letter to be Notarized or Medallion Signature Guaranteed. Please check with your broker for additional requirements.

Broker Firm

Broker Name

Phone Number

Please accept this letter as your authorization to irrevocably transfer the following:

# shares or approx value	Security Description	Ticker Symbol	Acquisition Date (if available)	Tax Basis (if available)	
				Provide per share or aggregate	
				Per Share	Aggregate

Please contact the Gift Securities team for a second page to list additional assets if needed.

Account Title at Brokerage Firm	
Account Number	

To the Stanford University Gift Account via DTC as follows:

Dreyfus (Pershing) DTC # 0443
 Account # 58L-001466
 The Board of Trustees of the Leland Stanford Junior University
 Tax ID # 94-1156365
 Contact: Gift Securities team
 Phone: 650-721-1917 | Fax: 650-721-2417

Gift Designation	
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Other Info	<input type="checkbox"/> Matching Gift From:	<input type="checkbox"/> Anonymous
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Signature(s)		Date:
		Date: