

Transfer of Securities In Kind

- 1. Letter of Instruction Form – Must have Signature Guarantee, also need two originals, outlining the destination account at Schwab.**

Transfer of Stock Certificates

- 1. Schwab Irrevocable Stock or Bond Power Form**
- 2. Schwab 3rd Party Release Form – this form must be notarized**
- 3. Schwab letter of Authorization**

The certificates do NOT need to be signed and are sent to Schwab with the above paperwork attached. It normally takes about 3 business days for the certificates to be transferred to Founding Family Charitable Foundation's account.

Founding Family Charitable Foundation's Schwab Account Number is 61070413, their EIN Number is 11-3740238

If you need help or if you have questions call John Rummage at 615.620.4372