

Stock Donation Instructions

THE PHILADELPHIA FOUNDATION

1835 Market Street, Suite 2410

Philadelphia, PA 19103

(215)563-6417

Fax: (215) 563-6882

COMMENTS:

You should send this letter to your broker to initiate the transfer of your security to the Philadelphia Foundation. A copy of the signed letter should also be faxed to the Philadelphia Foundation, attn: Carol Dash, fax# (215) 563-6882, and the financial advisor, Bruce Fryer at Morgan Stanley, attn. Lori Pierre-Louis, fax# (215) 789-9463. This will also enable the Philadelphia Foundation to credit and acknowledge your gift accurately and promptly.

**Failure to provide a copy of your letter to the Philadelphia Foundation AND to Bruce Fryer at Morgan Stanley could cause unnecessary delays in processing your gift and a loss of gift value, and might jeopardize the tax deductibility of your gift.**

Please note that these instructions **are not** to be used for mutual fund transfers. If you would like to transfer shares of a mutual fund or have any questions, please contact Carol Dash at the Philadelphia Foundation (215) 863-8113.

**Your broker’s name**

**Your broker’s address**

**Your Account #:**

**RE: Contribution of Shares of**

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

I have decided to contribute \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (amount) shares of **(name and symbol)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fund at the Philadelphia Foundation. Please deliver these shares to the broker for the Philadelphia Foundation as follows:

Morgan Stanley

One Tower Bridge

100 Front Street—Suite 600

W. Conshohocken, PA 19428

DTC # 0015

The Philadelphia Foundation

**Account #665-048697-107**

Attention: Lori Pierre-Louis (610) 260-8609 (phone) or Toll Free: (800) 347-4305

(215) 789-9463 (fax)

The Federal I.D. number for the Philadelphia Foundation Inc. is 23-1581832. The contact person is Carol Dash:

(215)863-8113.

**Please notify the Philadelphia Foundation and Bruce Fryer at Morgan Stanley when the stock is transferred so the Foundation can process my gift promptly. Failure to contact the Foundation can result in unnecessary delays and can jeopardize the tax-deductibility of the gift.**

Thank you for your help.

Sincerely,

Your name

cc: Carol Dash – FAX (215) 563-6882

cc: Lori Pierre-Louis – FAX (215) 789-9463