

MERRILL LYNCH

Greenwich Academy Securities Transfer Information Sheet

Please send/fax instructions directly to your broker to initiate transfer: Date _____

(Please type or print clearly)

Broker's Name _____

Brokerage Firm Name _____

Address _____

Phone Number _____ Fax Number _____

Dear _____:
(Broker's Name)

Please accept this letter as your authorization to deliver free, via Depository Trust Corporation (DTC), a gift to Greenwich Academy from:

Mr./Mrs./Ms. _____ of _____ shares of
(number)
_____ common stock.
(name of stock)

Please deliver stock to the School's brokerage firm in care of:

Rob Tocco

Merrill Lynch

2 Pickwick Plaza

Greenwich, CT 06830

Phone: 203-861-5901

Fax: 203-517-0097

Email: rtocco@ml.com

DTC#: 8862

N/O: Greenwich Academy

Greenwich Academy's account #: 832-04254

Tax ID # 06-0653118 E-01054

Greenwich Academy Fund to be credited: _____

Sincerely,

Donor's signature

Please print name in full

So that we may properly acknowledge your donation, please mail or fax copy of this letter to:

Greenwich Academy Advancement Office

Phone #: 203-625-8952

200 North Maple Avenue

Fax #: 203-869-6580

Greenwich, CT 06830

AND please email a copy to Rob Tocco at Merrill Lynch at rtocco@ml.com or fax to 203-517-0097