

3250 19TH AVENUE
SAN FRANCISCO, CA
94132

PHONE
415-865-6000

WWW.CAIS.ORG

FAX
415-861-0266



Gift of Stock

DTC OR ELECTRONIC TRANSFER INSTRUCTIONS

DTC or Electronic transfer is the fastest and most secure method for donating securities.

It is a two-step process:

1. Please notify Assistant Advancement Director Myra Wooding at m_wooding@cais.org and Accounting Supervisor Silvia Huang at s_huang@cais.org 415-861-7866 with your intention to donate securities prior to initiating the transfer of securities to Chinese American International School.
2. Our account is held at JP Morgan Securities Company LLC. Prior notification is critical to identifying your gift of securities, as donor information does NOT transmit through the DTC system.
 - a. Broker Instructions to deliver securities to our brokerage account at JP Morgan Securities LLC:

TREASURIES- T-BILLS, T-NOTES, T-BONDS, AGENCIES, ALL FED WIREABLE SECURITIES

Fed Wire instructions
BK of NYC/JPMAWM
ABA # 021000018

Brokerage Account # 520-31049- Chinese American International School

MUNICIPAL, CORPORATE, AGENCY, ASSET BACKED, AND MORTGAGE BACKED DELIVERY (DTC)

DTC: 0352

Agent ID: 64495

Institutional ID: 64495

MPID (Corp's): BEST

Alpha (Muni's): BEST

The following information is required:

| | |
|------------------------------|--|
| Account Number | |
| Share Quantity | |
| Symbol | |
| Donor Name | |
| Financial Institution | |

Your donation will NOT be complete until you notify Chinese American International School of your intent to donate securities, and until shares are received in the Chinese American International School JP Morgan Chase Securities (JPMS LLC) Brokerage account.

Signature of Donor

Name of Donor and Date