

## Sample Letter to Broker

Dear:

I would like to make a gift of stock on [insert date] to Project HOME. Please transfer *[number]* shares of *[company name]* to the charity on *[indicate month, year when you would like transfer to occur]*.

Use the following transfer instructions:

The Bank of New York Mellon  
c/o Cornerstone Advisor Asset Management  
DTC Number: #8275  
Account name: Project HOME (Tax ID 23-2555950)  
Account Number 10583600220

It is important to notify the Development Department of the gift being transferred. Contact information is as follows:

### **Project HOME**

**Attn:** Sungbin Kim

Director of Database and Development Operations

1515 Fairmount Avenue

Philadelphia, PA 19130

**E-mail:** SungbinKim@projecthome.org

**Phone:** 215.232.7272 x 3043

Thank you for your prompt attention to this matter.

Sincerely,

cc: Project HOME