



**DTC Transfer
Instruction Sheet for Chicago Theological Seminary**

This sheet includes instructions to assist you in making a gift of stock to **Chicago Theological Seminary**.

(1) Please complete this form and forward it along with the DTC transfer instructions found on the bottom of this page **to your financial advisor or broker**.

(2) Please forward a copy of this form to **Chicago Theological Seminary Office of Development and Marketing** by mail or email, as donor information does not always transmit through the DTC wiring system. If you have any questions, please contact April Lewton, Director of Annual Giving and Community Engagement, at (773) 896-2433 or alewton@ctschicago.edu.

TO: (Donor's Financial Advisor/Broker) _____

PHONE: _____ FAX: _____

Please use this form as authorization to transfer the securities listed below from my account to "William Blair & Company LLC" as my gift to Chicago Theological Seminary.

FR: (Donor name) _____

Address: _____

Phone: _____ FAX: _____

Name of Security: _____

Number of Shares: _____

Allocation of Purpose: _____

Signature: _____

DTC Delivery Instructions:

**William Blair & Company LLC, 222 West Adams St., Chicago, IL 60606
DTC #771 for further credit to: Chicago Theological Seminary Endowment
Account: #145-10022 Attn: Sarah Clark, P: (312) 364-8186**

Please note: In order to properly credit the gift, it is important that you reference the donor's name in the DTC transfer instructions. Thank you!