



INSTRUCTIONS TO TRANSFER SECURITIES

Marketable securities, held in a donor's brokerage or trust account, may be transferred to The Northwest School using the following process:

1. Call, fax or email The Northwest School and inform us of your intent:
Name: Michal Allaire
Phone: (206) 816-6214
Fax: (206) 328-1776
Email: michal.allaire@northwestschool.org
2. Please provide The Northwest School with:
Name of Stock: _____
Number of Shares: _____
Intended Transfer Date: _____
3. Please provide the following information to your advisor:
Account Name: The Northwest School
Account Number: 144-154335-513
DTC #: 0015
Tax ID #: 91-1061146
4. If your Advisor needs any further information he/she can contact Alissa Magnuson from The MagnusonClouse Group at Morgan Stanley at (206) 344-2428 or via email at alissa.b.magnuson@morganstanley.com.

The valuation of the gift for tax purposes will be calculated for the average of the high and low price for the date of transfer to The Northwest School account.

Thank you for choosing to support The Northwest School with a gift of securities. You will receive a written confirmation of your gift once we have received it.

1415 Summit Avenue | Seattle, WA 98122
(206) 682-7309 | Fax: (206) 467-7353
www.northwestschool.org