CHAPMAN UNIVERSITY

How to Give Stock to Chapman University

Electronic Transfer

- Your broker will need Chapman University WellsTrade Account:
  Name: Chapman University
  Number: 39520058
  DTC Code: 0141
- The date of the gift is the date the shares are received into Chapman's account.
- See page two for direct transfer information and the **Stock Transfer Form**.

Stock Certificates

- Mail via registered mail or hand-deliver unendorsed certificates directly to the Office of University Advancement, along with a cover letter signed by all donors listed on the certificate.
- In a separate envelope, include a signed stock power form, which can be obtained from your bank.
- The date of the gift is the postmark date on the certificates.

Valuation

- The value of the gift is the average of the high and low on the date the stock is transferred.

For questions about making a gift of stock please contact the Office of University Advancement at giving@chapman.edu.

Also available:

- Wire Transfer Instructions (EFT)

Thank you for your support of Chapman University.

CHAPMAN UNIVERSITY

One University Drive, Orange, California 92866
Chapman.edu

Stock Transfer Form

FROM:
Name _____
Address _____
City, St, ZIP _____
Phone _____
Date _____

TO:
Broker's Name _____
Brokerage _____
Phone _____
Fax _____

Please transfer to Chapman University:

Name of Stock _____
Amount _____
Designation/Gift Purpose _____

Signature: _____

Stocks may be transferred to Chapman through their broker:
Account # 39520058
DTC # 0141

If you have any questions, please contact the Office of Financial Services at (714) 516-5131 or the Office of University Advancement at giving@chapman.edu.

cc: Office of University Advancement, Chapman University
One University Drive, Orange, California 92866
Fax (714) 532-6063 – C/O Office of Financial Services