# TRANSFER OF SECURITIES FROM BROKERAGE ACCOUNT TO WICHITA STATE UNIV. FOUNDATION BROKERAGE ACCOUNT

1. Give instructions to your broker of your intention to gift (quantity) shares of (name of company) common stock to the Wichita State University Foundation via transfer between brokerage accounts. The Foundation brokerage account is with Commerce Bank account number 69-0188-03-2. The DTC number is 2170. The contact at Commerce Bank is Dawn Tatum at 1551 N Waterfront Pkwy Ste 200 Wichita, KS 67206 | 316-261-4772.

2. Notify your contact, Jon Paton, at KMUW of your pending stock gift and which fund(s) should receive your gift. Please advise her of the number of shares and company name for the donated stock. You may reach him at 316-978-7560 or paton@kmuw.org.

3. The stock will be valued as the average of the high and low price on the day it is received in the Foundation account. Your gift will be recorded and you will receive a receipt for your income tax records.

4. If you need additional assistance, please contact Sheila Krug at 316-978-3816.