

## Stock Transfer Letter

Name and Address of  
Broker or  
Investment Advisor or  
Custodian Bank Etc.

RE: Account Number \_\_\_\_\_

Dear \_\_\_\_\_:

I (We), \_\_\_\_\_, wish to make a gift of stock to the ARCHDIOCESE OF NEW YORK. Consequently, upon receipt of this letter, please make arrangements to transfer from my account \_\_\_\_\_ shares of \_\_\_\_\_ to the Archdiocese of New York in accordance with instructions from Maryrose Richards, 1011 First Avenue, 14<sup>th</sup> Floor, New York, NY, 10022. Maryrose's telephone number is (646) 794-3281.

Sincerely,

Donor's Signature

cc: Maryrose Richards  
Archdiocese of New York  
1011 First Avenue, Suite 1410  
New York, NY 10022  
maryrose.richards@archny.org  
Fax #: (212) 371-6463

### Footnote to the Donor:

**On the copy of this letter, please indicate the telephone number of the broker, banker, custodian or other appropriate contact person.**