

Columbia Grammar & Preparatory School

5 West 93rd Street, New York, N.Y. 10025
(212) 749-6200 Fax: (212) 865-4278

INSTRUCTIONS FOR DONATING STOCK

If your broker or bank holds your stock, it can be transferred directly to CGPS. Please complete this form and send it to Neil Crespi at Monness, Crespi, Hardt & Co., Inc. and to Jennifer Rhodes at CGPS. All transactions made on behalf of CGPS are commission free. Thank you!

NOTICE OF DTC STOCK TRANSFER

Account Manager: Mr. Neil Crespi
Monness, Crespi, Hardt & Co., Inc.
767 Third Avenue
New York, NY 10017
Tel: (212) 838-7575
Fax: (212) 308-3625
E-mail: bblanco@mchny.com

Account Title: Columbia Grammar & Preparatory School
Account #: APCH1109 (account as of 11/1/2017)
DTC #: 0005 (account carried by Goldman Sachs & Co.)

School Tax ID #: 13-0590970

Name of Stock: _____ Number of Shares _____

Name of Broker: _____ Tel: _____

Date of Transfer: _____

In order to receive credit for your gift, you MUST notify:

Jennifer Rhodes, Director of Development
Columbia Grammar & Preparatory School
Tel: (212) 749-6200, ext. 298
E-mail: jrhodes@cgps.org

Name of Donor: _____

Address: _____

Email: _____

Telephone Numbers: Day _____ Evening _____