



## The Greenwich Tree Conservancy

**Please fill out this form and:** **1)** Send or scan a copy to The Greenwich Tree Conservancy Office, PO Box 4215, Greenwich, CT 06831. Phone:(203) 869-1464; [email-treeconserv@optonline.net](mailto:email-treeconserv@optonline.net). This notifies the office to expect your stock. **2)** Send a copy to your broker to instruct the stock transfer. The Tree Conservancy is not responsible for contacting your broker.

### Securities Transfer Information Sheet

Date\_\_\_\_\_

Brokers Name:\_\_\_\_\_

Brokerage Firm Name:\_\_\_\_\_

Address:\_\_\_\_\_

Phone: \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Dear (*Brokers Name*)\_\_\_\_\_:

Please accept this letter as your authorization to deliver free, via Depository Trust Corporation (DTC) a gift to The Greenwich Tree Conservancy Endowment Fund from Mr./Mrs./Ms. \_\_\_\_\_ of \_\_\_\_\_ shares of (*name of stock*)\_\_\_\_\_ common stock.

Please deliver stock to The Greenwich Tree Conservancy's brokerage firm, in care of:

Mr. James Knight, *Director*  
Phone: 203 769-7325 Fax: 203 912-4607  
E-mail: [james.knight@alex-brown.com](mailto:james.knight@alex-brown.com)

or

Ms. Wendy Ferguson, *Asst. Vice President*  
Phone: 203 769-7327 Fax: 203 903-0432  
E-mail: [wendy.ferguson@alex-brown.com](mailto:wendy.ferguson@alex-brown.com)

Raymond James, One Pickwick Plaza, 3rd Floor, Greenwich, Ct 06830  
Pershing DTC #:725 A/C The Greenwich Tree Conservancy Account # 592NN813

Thank you for your assistance.

Sincerely,

(*Donors signature*)

***Thank you for your generous donation!***