



SOUTH KENT
SCHOOL

Instructions for Making Gifts of Securities

If your securities are held by a broker or bank:

Notify your broker or bank in writing to transfer the securities as follows:

J. P. Morgan Chase Bank, N. A.
Attn: Scott Bowen, CFA Executive Director
(203) 629-3179 Email: scott.bowen@jpmorgan.com

**For South Kent School Account:
Credit Account #P7250
FFC # B8520-8001 -- DTC#: 902**

Please notify Jennifer Haase, Director of Alumni Operations, at South Kent School before the transaction occurs via phone: (860) 927-3539, ext. 206 or email: haasej@southkentschool.org

If you hold the securities:

Send or deliver the unendorsed certificates by First Class mail with a letter of transmittal giving name and address to:

South Kent School
Attn: Advancement Office
40 Bull's Bridge Road
South Kent, CT 06785

In a separate envelope, mail to the same address a stock power signed exactly as certificate is registered, in blank (do not fill in any other information) and a copy of your transmittal. Do not re-register the shares into the name of South Kent School. If you need a stock power, call your broker or our Advancement Office.

South Kent's Federal Tax Identification Number: 06-0646906

For your assistance, here is a sample letter for you to use for your broker and a copy to the School
XYZ Brokerage Services Address RF-: (Your Account #) (Your Name[s])
It is my wish to contribute _____ shares of _____ company common stock currently in my
referenced account to South Kent School. Please send the _____ shares of _____ Company via
DTC to:

J. P. Morgan Private Bank
100 W Putnam Avenue, Floor 4
Greenwich, CT 06830
For South Kent School FFC# B8520-8001 DTC #902
Attn: Scott Bowen, CFA Executive Director
(203) 629-3179 Email: scott.bowen@jpmorgan.com