

Donor's Instruction Letter to Donor's Broker
Sample

(date)

(Broker Name)
(Brokerage)
(Address)
(City, ST Zip)

Re: Account (insert account number where stock held)

Dear (BROKER NAME):

(I/We) want to make a gift to PRIDE Industries Foundation using appreciated stock. Please transfer (# SHARES or \$ VALUE) of stock (STOCK NAME AND SYMBOL) to Oppenheimer & Company for the benefit of PRIDE Industries Foundation. Include instructions as follows:

DTC Number:	0571
For Credit to:	Oppenheimer & Co., Inc.
For Further Credit to:	PRIDE Industries Foundation
Account Number:	G70-1360385

The purpose of this gift is for (select: UNRESTRICTED/ JOB CREATION/ EMPLOYMENT PREPARATION&PLACEMENT/ EMPLOYMENT SUPPORT) to benefit people with disabilities. PRIDE Industries Foundation operates under PRIDE Industries, a 501(c)3 public charity, tax identification number is 94-1650529.

Upon transfer, please notify Tricia Ciampa, Executive Director of the Foundation. She can be reached at tricia@prideindustriesfoundation.org and 916-788-2122. Tricia will notify Oppenheimer of the in-coming stock, and upon receipt, will confirm such with you and me.

Steve Goldenberg, AIF, is the contact person at Oppenheimer receiving transfers for the benefit of PRIDE Industries Foundation. Steve can be reached at 800-531-3649 or steve.goldenberg@opco.com .

Thank you for your assistance.

Sincerely,

(Your name)