

**DTC TRANSFER INSTRUCTION SHEET**  
**The University of Chicago**

**IMPORTANT**

- 1) Please complete this form and forward it along with the DTC transfer instructions found on the bottom of this page **to your financial advisor**.
- 2) Please forward a copy of this form **to the University of Chicago Office of Gift Services** via fax at 773.702.9675, as donor information does not always transmit through the DTC wiring system.

If you have any questions, please contact David Davis in Gift Services at 773.702.8876 or via e-mail at [securitiesgifts@development.uchicago.edu](mailto:securitiesgifts@development.uchicago.edu)

To (Donor's Financial Advisor): \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Please use this form as authorization to transfer the securities listed below from my account to Northern Trust/Chicago as my gift to the University of Chicago.**

From (Donor Name): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of Security: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Allocation Purpose: \_\_\_\_\_

Signature: \_\_\_\_\_

**DTC Wiring Instructions for Financial Advisors**

For gifts of securities to the University of Chicago, please deliver by DTC to:

**Northern Trust/Chicago**

**DTC #2669**

**Agent Bank #20290**

**For further credit to The University of Chicago**

**Account #26-80803**

**Donor's Name & Address**

**Name of Security & Number of Shares**

**Fund Name/Purpose**

Please note: In order to properly credit the gift, it is important that you reference the donor's name in the DTC transfer instructions.