

## **Tampa General Hospital Stock Transfer Instructions**

Thank you for your interest in supporting Tampa General Hospital with a gift of securities. Please follow the instructions below to ensure smooth processing:

- 1. Please contact Jocelyn Koenig, Executive Director of Operations and Donor Engagement for the TGH Foundation at 813-844-8217 (office) or email <a href="mailto:jkoenig@tgh.org">jkoenig@tgh.org</a> and provide the following information:
  - Name of broker/firm/telephone number
  - Name of donor(s)/address/telephone number
  - Name of company stock to be transferred
  - Number of shares of stock
  - Expected date of transfer
  - Specify if gift is unrestricted or restricted
  - Tell us whether stock is held in account or in certificate form

## 2. If the stock is held in account at a brokerage firm:

Provide your broker with written authorization to initiate the transfer of shares to the Tampa General Foundation's account specified below.

**Account Name:** Tampa General Hospital Foundation

**Account Number:** 7946377

Please see below for DTC Eligible Securities and Physical Securities information:

## **DTC Eligible Securities Participant DTC#:** 2039

**Receiving Firm Name**: SEI Private Trust **For Further Credit**: SunTrust Bank a/c 11188

For Final Credit: Tampa General Hospital Foundation a/c 7946377

**Donor Name:** (Please remember to include donor name)

## **Physical Securities**

Suntrust Banks, Inc. Free Movement, Mail Coded 3132 15th Floor, Suite 1520 303 Peachtree Street, N.E. Atlanta, GA 30308