



MOODY BIBLE INSTITUTE

820 N. LA SALLE BOULEVARD, CHICAGO, ILLINOIS 60610-3284
312-329-4000

SECURITY TRANSFER INSTRUCTIONS TO THE MOODY BIBLE INSTITUTE

To Whom It May Concern:

Thank you for expressing interest in transferring securities to the Moody Bible Institute as a donation.

If the securities are DTC eligible, our preference is that the securities are transferred to our account at Northern Trust. I have included instructions to transfer stock by DTC. If the securities are not DTC eligible, I have included additional information for the securities to be transferred to Moody Bible Institute.

Upon determination of which security and quantity of shares for the donation, please contact me to confirm the particulars for the reason we are able to expedite the delivery of the acknowledgement receipt.

Thank you for your prayerful and generous support of our ministries at Moody. May the Lord richly bless you for your thoughtfulness and generosity. If you should have any questions or if I can be of assistance, please call me at (312)329-4168.

Sincerely,

A handwritten signature in purple ink that reads "Eric Beckman".

Eric G. Beckman
Manager, Planned Giving
1-800-801-2171 – toll-free
312-329-2033 - FAX

SECURITY TRANSFER INSTRUCTIONS:

TO TRANSFER SECURITIES FROM A DONOR'S BROKERAGE ACCOUNT TO THE MOODY BIBLE INSTITUTE OF CHICAGO

➤ **FOR DONATIONS**

The following includes account information necessary to transfer securities by DTC to: The Moody Bible Institute of Chicago

- **AGENT BANK CLEARING NUMBER:** DTC #2669
- **AGENT BANK NAME:** THE NORTHERN TRUST CO.
- **MOODY BIBLE INSTITUTE:** TAX ID #36-2167792
- **CUSTODIAN ACCOUNT NUMBER:** #17-94740
- **CUSTODIAN NAME:** MOODY BIBLE INSTITUTE/GENERAL

Please contact us prior to the stock transfer to confirm the following:

- Name and Address of Donor
- Name of Security
- Quantity of Shares
- Transfer Date

It is necessary for us to confirm the information and notify Northern Trust to "Free Receive" the securities:

Thank you for taking care of this matter. Please call me if you have any questions.

Sincerely,



Eric G. Beckman
Manager, Planned Giving
Moody Bible Institute
820 N. LaSalle Blvd.
Chicago, IL 60610
(312)329-4168
(312)329-2033 - FAX

SECURITY TRANSFER INSTRUCTIONS:

TO TRANSFER STOCK CERTIFICATES TO THE MOODY BIBLE INSTITUTE OF CHICAGO

➤ **FOR DONATIONS**

The following includes account information necessary to transfer stock certificates to:
The Moody Bible Institute of Chicago

- **TAX IDENTIFICATION NUMBER:** #36-2167792
- **TRANSFER NAME:** MOODY BIBLE INSTITUTE
820 N. LASALLE BLVD.
CHICAGO, IL 60610

ADDITIONAL INFORMATION:

For Physical Certificates issued in the name of the donor assigned over to the Moody Bible Institute:

- If the Physical Certificate (and assignment) is mailed to the Moody Bible Institute, the gift date is determined by using the postmark date on the envelope.
- If physically conveyed to a Moody Bible Institute representative, the gift date is determined by the date the certificate (and assignment) is conveyed to the MBI representative.

For Physical Certificates assigned/reissued into the name of the Moody Bible Institute by the donor:

- MBI determines the gift date based on the date the certificate has been reissued into the name of the Moody Bible Institute (printed on the certificate).

For Physical Certificates assigned/reissued into the name of the Moody Bible Institute by the donor, or donor's agent in which a delay in transfer agent processing has recognized a later gift date than was intended by the donor (printed on the certificate):

- MBI will consider acceptance of the donor's intended gift date if the donor's agent writes a letter of direction on company letterhead explaining that their client requested that the shares of Stock be transferred to the Moody Bible Institute effective the intended date. The letter of direction should be forwarded to Moody Bible Institute, attention: Eric Beckman.

Thank you for taking care of this matter. Please call me if you have any questions.

Sincerely,



Eric Beckman
Manager, Planned Giving
Moody Bible Institute
820 N. LaSalle Blvd.
Chicago, IL 60610
(312)329-4168
(312)329-2033 - FAX