



TRANSFER OF GIFT OF COMMON STOCK FROM DONOR TO ALPENA COMMUNITY COLLEGE FOUNDATION

THE PREFERRED AND MOST EFFICIENT METHOD OF MAKING A GIFT OF COMMON STOCK IS FOR THE DONOR TO MAKE THEIR GIFT OF STOCK THROUGH HIS/HER BROKERAGE FIRM DIRECTLY TO THE ALPENA COMMUNITY COLLEGE FOUNDATIONS'S BROKERAGE FIRM.

1. The Alpena Community College Foundation has the following brokerage firms who handle the transfer of a gift of stock. The donor's broker may contact either one of the following offices:

Charles Ingle - Edward Jones, 421 S. Ripley Blvd., Alpena, MI

To make arrangements with this office, contact them at (989) 356-6158, or toll free at (800) 441-4024 and make arrangements to transfer the gift of stock directly into the ACCF's brokerage account #497-06714-1-0.

Marc Ferguson – Edward Jones, 1015 U.S. 23 North, Suite 1, Alpena, MI

To make arrangements with this office, contact them at (989) 358-2049 and make arrangements with that office to transfer the gift of stock directly into the ACCF's brokerage account #497-13219-1-6.

Bryan Strong – Edward Jones, 1065 N. Bagley St., Suite 13, Alpena, MI

To make arrangements with this office, contact them at (989) 356-0934 and make arrangements with that office to transfer the gift of stock directly into the ACCF's brokerage account #497-14703-1-7.

2. If required, the DTC number for all three offices is **DTC #0057**
3. **To ensure that the donor receive credit for their gift**, the donor or their broker needs to contact the Alpena Community College Foundation either by letter to 665 Johnson Street, Alpena, MI 49707, fax (989) 358-7553, e-mail - hermanb@alpenacc.edu, or telephone (989) 358-7297, to inform the ACC Foundation Office that a gift has been transferred to the ACCF's account. **Edward Jones may not obtain all the information pertaining to the donor and the donor's wishes for where the gift should be placed.**
4. The Alpena Community College Foundation will send an acknowledgment to the donor stating the value of the gift. The value will be calculated by using the high and low selling price of the stock on the day it is actually transferred into ACCF's account to determine the median cost of each share of stock on that day. The per-share amount will then be multiplied by the number of shares.