

Stock or Mutual Fund Transfer and Delivery Instructions

THANK YOU FOR YOUR GIFT!

IMPORTANT: Please notify us of any stock/mutual fund to be received in *advance* of the transfer, so that proper acknowledgement and receipt can be made. Please call 231-935-2368, or email twittkopp@mhc.net with the following donation information:

Name of person donating: _____

Stock Name, Ticker Symbol and # of shares: _____

OR

Mutual Fund Name, CUSIP and # of shares: _____

Date Transfer Expected: _____

Investment Advisor Contact Information: _____

Program or Project Supporting: _____

INSTRUCTIONS FOR YOUR INVESTMENT ADVISOR:

FOR DTC ELIGIBLE STOCKS AND BONDS: Deliver FREE in the following manner:

Fifth Third Bank

Participant # 2116 – Agent Bank - #10016 – Institutional ID# 11153

Ref: Munson Healthcare Foundations & Donor Name

Account: 54-002-8427767

FOR U.S. GOVERNMENT SECURITIES AND FED BOOK ITEMS: Please follow these instructions:

ABA # 042000314/Fifth Cin/1050

For Further Credit to: # 54-002-8427767

For Further Credit to: Munson Healthcare Foundations & Donor Name

FOR FEDERAL RESERVE WIRE TRANSFERS: Please use these instructions:

ABA # 042000314

Fifth Third Bank

A/C# 71575856

For Further Credit to: Munson Healthcare Foundations & Donor Name

Account # 54-002-8427767

FOR MUTUAL FUND TRANSFERS:

All gifts will require a new fund account to be established (aka Shell Accounts). All eligible fund accounts are established through Matrix Clearing Services when possible. All non-eligible funds will be established manually, which will require applications to be sent to the mutual fund. Once shell accounts are established, a list of shell account numbers will be provided to the donor's financial advisor to transfer shares into the shell account. For planning purposes, please be advised that mutual fund transfers may take up to 30 days to process.

If you have any questions or wish to confirm delivery of the gift, please contact the Fifth Third Bank Trust Department:

Primary Contact:

Michael J. Pavlick

Phone: 517-351-0406

Email: michael.pavlick@53.com

Secondary Contact:

Megan Dauber

Phone: 513-358-4179

Email: megan.dauber@53.com

Fax: 517-351-2109

U.S. Mail: 5001 Kingsley Drive/MD:1MOB2J/Cincinnati/OH/45227