

Girl Scouts of Greater Atlanta, Inc.  
5601 North Allen Road  
Mableton, Georgia 30126  
T (770) 702-9100 F (770) 702-9105  
Toll Free 1-800-771-4046  
[www.gsgatl.org](http://www.gsgatl.org)

### **STOCK TRANSFER INSTRUCTIONS**

If you are donating a gift of stock to Girl Scouts of Greater Atlanta, Inc. there are two (2) options to consider:

If you have physical securities (securities in your possession), you may deliver them in person or by registered mail to Gary Key, Vice President Fund Development, Marketing, & Communications. If the securities are registered in your name, you will need to provide an Irrevocable Stock/Bond Power Form which is attached for your convenience.

You can also have your broker electronically transfer your securities to Girl Scouts of Greater Atlanta, Inc. This is the recommended and safest method of transfer. The information you will need to transfer your securities electronically is as follows:

Depository Trust Company (DTC) Participant ID: 2971 (Sun Trust Bank)  
For credit to account #1121920  
Girl Scouts of Greater Atlanta, Inc.

If you encounter any difficulties in transferring your securities electronically, you or your broker may contact Jackie Tucker at SunTrust Bank at (404) 813-9304 or by email at [jacqueline.tucker@suntrust.com](mailto:jacqueline.tucker@suntrust.com).

**To ensure timely and accurate processing of gifts of securities and proper acknowledgement of your donation for income tax purposes, please notify Gary Key at (770) 702-9197 or (404) 345-7093 (cell) in advance. You will need to provide the number of shares being transferred, the name of the stock, and the company that will be transferring the stock.**

#### **Serving Girls in the Following Counties:**

Bartow • Butts • Carroll • Cherokee • Clayton • Cobb • Coweta • DeKalb • Douglas • Fannin • Fayette • Floyd • Fulton • Gilmer • Gordon • Gwinnett • Haralson • Heard • Henry • Lamar • Meriwether • Murray • Newton • Paulding • Pickens • Pike • Polk (GA) • Polk (TN) • Rockdale • Spalding • Troup • Upson • Whitfield

# Stock/Bond Power

FOR VALUE RECEIVED, the undersigned does (do) hereby sell, assign and transfer to

**IF STOCK COMPLETE THIS PORTION** { \_\_\_\_\_ shares of the \_\_\_\_\_ stock of \_\_\_\_\_  
 \_\_\_\_\_  
 represented by Certificate(s) No.(s) \_\_\_\_\_ inclusive,  
 standing in the name of the undersigned on the books of said Company.

**IF BONDS COMPLETE THIS PORTION** { \_\_\_\_\_ bonds of \_\_\_\_\_  
 \_\_\_\_\_  
 in the principal amount of \$ \_\_\_\_\_, No. (s) \_\_\_\_\_ inclusive,  
 standing in the name of the undersigned on the books of said Company.

The undersigned does (do) hereby irrevocably constitute and appoint \_\_\_\_\_  
 \_\_\_\_\_ attorney to transfer the said stock or bond (s), as the case  
 may be, on the books of said Company, with full power of substitution in the premises.

Date \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

The signature (s) to this power must correspond with the name (s) as written upon the face of the stock certificate (s) or bond (s), as the case may be in every particular without alteration or enlargement or any change wherever and must be guaranteed by a commercial bank or trust company having its principal office or correspondent in the city of Atlanta, Georgia or by a firm having membership in the New York or American Stock Exchange.  
 801658 (2/96)