



### Stock Transfer Instructions

Thank you for your desire to support our work with a gift of stock. If you make a donation of stock to Schreiner University please:

1. Call Schreiner University
  - a. Advancement Office at 830-792-7201
  - Or
  - b. Business Office at 830-792-7368

To inform us of:

- Name of the stock(s)
- # of shares to be donated
- approximate total value of the shares
- what the donation is to be used for

2. For electronic transfer of stock, please instruct your broker to send to the donated shares of stock to:

TD Ameritrade  
PO Box 2209  
Omaha, NE 68103-2209

Schreiner University Account #786-045546  
DTC # 0188

3. For donations of stock certificates, mail the certificates to:

Vice President for Advancement  
Schreiner University  
2100 Memorial Blvd  
Kerrville, TX 78028  
830-792-7207

**Do not sign the certificates.**

Sign a "stock power" form, which is available at any broker, and mail the stock power forms separately from the stock certificates.

**Stock certificates and stock power documents should be sent under separate cover.**