**Gifts of Appreciated Securities**

**It's easy to give a gift of securities to Washington & Jefferson College. Please follow the instructions below.**

**Electronic Transfer**

**If you are making the gift through electronic transfer,** simply instruct your broker to transfer the securities into the College's account at PNC. The following is information that your broker will need for the transfer.

PNC Account Number: 097-437590

DTC#: 0226

Please alert W&J to the pending transfer by contacting Kim Paletta, administrative assistant to the vice president of development and alumni relations, at 724-223-6078.

W&J College's Gift Acceptance Policy states that "for electronic transfers, the value of a gift of securities for gift crediting and accounting purposes will be determined by taking the mean average of the high and low sale transactions of the security on the date that the transfer is received by the College’s broker, multiplied by the number of shares tendered.

**Paper Certificate Transfer**

**If you are mailing the stock certificate directly to the College and the stock certificate is in your name, we ask you to:**

1. Send the **unendorsed certificate** via USPS registered mail to:
Kim Paletta
Administrative Assistant to the Vice President of Development and Alumni Relations
Washington & Jefferson College
60 S. Lincoln St.
Washington, PA 15301

2. **Under separate cover to the same address**, send an **irrevocable stock or bond power***.* If you are in need of a form, contact Kim Paletta at 724-223-6078.

For transfer of paper certificate, W&J College's Gift Acceptance Policy states that “the value of the gift is determined by taking the mean average of the high and low sale transactions of the security on the postmarked date of the mailing or the date of hand-delivery to the Office of Development.”

If you have any further questions on how to make a gift of securities to the College, please contact Michele Abate Hufnagel, associate vice president of development and alumni relations, at 724-223-6503 or email at mhufnagel@washjeff.edu.