

How to give securities held in physical form

The KSU Foundation also accepts gifts of securities held in physical form. In order to transfer the power of the stock/bond to the KSU Foundation, please:

1. Fill out the Irrevocable Stock/Bond Power form on the page 3.
 - a. Stock/Bond Power form notes:
 - i. Please sign the stock power exactly as printed on the front of the physical security
 - ii. Have the signature “Medallion Signature” guaranteed (usually available at your financial institution)
 - iii. **DO NOT SIGN THE STOCK CERTIFICATE**
2. Provide a short letter indicating the name of the security, number of shares, and purpose of the gift. Please see the sample letter provided on page 2 of this document.
3. Mail the security, letter, and power form to the KSU Foundation, Attn: Investment Accounting.

If you have any questions throughout the process, please contact our team at 785-775-2114 or email SecuritiesGifts@ksufoundation.org.

Instructions for completing stock/bond power

You may use this form to transfer ownership to your stock/bond certificate and/or uncertificated shares which we hold for you. Please return this form with your certificates (if applicable). If you complete this form there is no need to complete the back of the certificate(s).

1. Number of certificated share(s) or bonds (principal amount) you are transferring if (any).
2. Certificate number(s) you are submitting for transfer (if applicable).
3. Class of Stock/Bond (common, preferred, etc.) of the shares you are transferring (if applicable).
4. Name of Stock/Bond/Security.
5. Name of Transfer Agent.
6. Current date.
7. Signature of current owner(s).
8. The signature(s) of the owner(s) must be guaranteed by a financial institution (commercial bank, credit union, savings and loan or stockbroker) participating in a Medallion Signature Guarantee Program.

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Continued

Sample letter to the KSU Foundation

[Date]

Kansas State University Foundation
1800 Kimball Ave. Ste. 200
Manhattan, KS 66502-3373

Attn: Investment Accounting

I have authorized the transfer of _____ shares of _____ stock from account #_____ with _____ (name of agent, name of company, city, state, telephone) to the Kansas State University Foundation account with United Missouri Bank per the stock transfer instructions.

I am designating this gift of stock for a(n) _____ (i.e. outright gift, charitable remainder trust, charitable gift annuity, etc.) to _____ (name of fund/s) in the College of _____.

Sincerely,

[Donor's name and address]

Stock/bond power

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

Kansas State University Foundation
1800 Kimball Ave. Ste. 200
Manhattan, KS 66502-3373

_____ certified shares represented by certificate number(s) _____ of the _____
1 2 3
stock of _____ standing in the name(s) of
4
the undersigned on the books of said company, and hereby irrevocably constitute and appoint
_____ Attorney to transfer said stock or bond(s) as the case may be, on the
5
books of said Company, with full power of substitution in the premises.

Dated _____
6

7 _____
Signature of current registered owner or legal representative

Signature of current registered owner or legal representative,
if more than one

IMPORTANT – READ CAREFULLY

Signature must be medallion guaranteed by a financial institution (commercial bank, credit union, savings and loan or a stockbroker) participating in a medallion signature guarantee program.

8 _____
Medallion guarantee

Transferring securities and mutual funds to the KSU Foundation

Thank you for considering making a gift to the KSU Foundation using securities. Many donors find this giving vehicle to be easy and impactful. Below you will find information on how to make this gift. If you need anything further please reach out to us.

Our federal tax ID number is: 48-0667209.

Securities

United Missouri Bank

DTC #2450

For credit to: #114179.2/Kansas State University Foundation

Reference: (Donor's Name)

Mutual funds

Stifel Financial, Attn: Gregory Barron

DTC #0793

For credit to: #18795329/Kansas State University Foundation

Reference: (Donor's Name)

Stifel contacts:

Office number: 785-776-1066

Greg Barron

Email: BarronG@stifel.com

Derek Haller

Email: hallerd@stifel.com