

## ASSET DELIVERY INSTRUCTIONS

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### STOCK HELD BY BROKER

Overlake Hospital Foundation accepts shares of common stock. Closely held stock will be accepted on a case by case basis. Most shares of stock held by a broker are eligible for delivery through the Depository Trust Company (DTC).

To transfer shares, please direct your broker to deliver to our bank custodian as follows:

#### Merrill Lynch

DTC	8862
Account #	28196041
Contact	Mark Pederson
Phone	(425) 468-1209
Fax	(425) 354-5234
Address	10400 NE 4 <sup>th</sup> St Suite 2500 Bellevue, WA 98004

The value of a gift of readily marketable stock is the mean between the high and the low share price on the day the stock is received into the above account.

Please note: A donor's instructions to a broker to transfer stock are not sufficient to complete the gift. For DTC transfers, the date of gift is the date that DTC actually transfers your stock to a Foundation account.

**Please contact Stephanie Stewart at [Stephanie.Stewart@overlakehospital.org](mailto:Stephanie.Stewart@overlakehospital.org) or 425.688.5452 prior to asset delivery.** Alternatively, you may provide us with a copy of instructions to your broker via fax at 425-688-5642 prior to transfer to inform us which stock is being transferred, how many shares and the project to which it will be credited.