

## **SAMPLE - STOCK POWER TRANSFER LETTER**

(Donor Name)

(Address, City, State/Province, Zip/Postal Code)

(Telephone Number) | (e-mail)

Date

(Name and address of your Broker):

RE: Gift of Stock to Columbia Springs, Vancouver, WA

TO WHOM IT MAY CONCERN:

Please accept this letter as authorization to transfer (Number of Shares or \$ amount) of  
(Company or Security).

My Account Number is: (List your account number)

Please transfer this security to:

Columbia Springs EEC  
c/o Timothy Semlick  
VP- Financial Consultant  
201 NE Park Plaza Dr STE 287  
Vancouver, WA 98684-5811

800-646-4710 [our broker office phone]

DTC number is: 0164, Code 40

Columbia Springs account number is: 7641-6203

Columbia Springs tax identification number is: 91-2127405

Please contact me if you have any questions.

Sincerely,

Donor Signature

Copy to: Dave Eitland, Development Director, Columbia Springs, 12208 SE Evergreen HWY,  
Vancouver, WA 98683 | 360-882-0936 x 231 | [development@columbiasprings.org](mailto:development@columbiasprings.org)