



Transferring Shares to Jefferson Center Foundation LTD

To transfer shares to the Jefferson Center, the sending broker needs the following information:

DTC Instructions:

DTC #5198

Merrill Lynch

FFC: Jefferson Center Foundation

Account: 715-02264

Please provide the Director of Development at the Jefferson Center, (Amy Milberger) and the representative at Merrill Lynch (Donna Caron, Administrative Manager) with information on the shares being delivered.

Specifically, the following information would be most helpful:

The Donor of the Gift

The Name of the Security

The Number of Shares to be Delivered

The Approximate Date of Delivery

Jefferson Center Contact:

Amy Milberger, Director of Development

541 Luck Ave SW, Suite 221

Roanoke, VA 24016

Phone: 540-685-2312

Merrill Lynch Contacts:

Donna Caron, Administrative Manager (Primary)

114 Market Street, Suite 200

Roanoke, VA 24011

Phone 540-985-5416

David Lloyd, Financial Advisor (Secondary)

114 Market Street, Suite 200

Roanoke, VA 24011

Phone: 540-985-5412