Dear University of Pennsylvania Benefactor:

Thank you very much for making a gift of securities to the University of Pennsylvania.

If the physical stock certificate is registered in the donor’s name, please forward the following to Penn:

- Mail in a certified (or Fedex/UPS) envelope:
  1. Physical stock certificate without any endorsement or assignment

- Mail in a separate, regular envelope:
  2. Executed (signed) stock power endorsed in blank
  3. Short letter from the donor to University stating purpose of the gift.

If the physical stock certificate has been re-registered in the University’s name, please forward the following to Penn:

- Mail in a certified (or Fedex/UPS) envelope:
  1) Physical Stock certificate without any endorsement or assignment.
  2) Short letter from the donor to University stating purpose of the gift.

We will mail you these pre-addressed, pre-paid envelopes with the stock power. Contact Jean Suta at 215-898-7254.

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**IRREVOCABLE STOCK OR BOND POWER**

**For Value Received,** the undersigned does (do) hereby sell, assign and transfer to ________________________________

**If Donating Stock,**

Complete This Portion

<table>
<thead>
<tr>
<th>Shares of the</th>
<th>Stock of</th>
<th>Certificate Number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____________</td>
<td>__________</td>
<td>____________ inclusive,</td>
</tr>
</tbody>
</table>
| standing in the name of the undersigned on the books of said Company.

**If Donating Bonds,**

Complete This Portion

<table>
<thead>
<tr>
<th>Bonds of</th>
<th>Number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________</td>
<td>__________ inclusive,</td>
</tr>
</tbody>
</table>
| standing in the name of the undersigned on the books of said Company.

The Undersigned does (do) hereby irrevocably constitute and appoint ________________________________ attorney to transfer

the said stock or bond(s), as the case may be, on the books of said Company, with full power or substitution in the premises.

*Important: The signature(s) to this power must correspond with the name(s) as written upon the face of the certificate(s) or bond(s) in every particular without alteration.*

Title Which Appears on Certificate ➔

Title Which Appears on Certificate ➔

PERSON(S) EXECUTING THIS POWER SIGN(S) HERE

PERSON(S) EXECUTING THIS POWER SIGN(S) HERE

Dated ________________________________