



## Instructions for Transferring a Gift of Securities to Cincinnati Playhouse in the Park

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Making a stock gift to the Playhouse is easy:

1. We use Charles Schwab: DTC # 0164 (code 40). Our account number and name is #4116-2266, Cincinnati Playhouse in the Park. When your broker makes the transfer, please have your broker:

- indicate your name (the name of the donor)
- the name and number of shares of the stock you are transferring
- the purpose for which you are making the donation (annual gift, special gift, etc.)

2. You or your broker can speak with account representative Marcy Mullins with any delivery-related questions at (513) 621-4612, ext. 540.

3. Please let the Playhouse know of your intentions, so that we can keep our eye out for the stock transfer and process the donation more quickly. Contact Patty Rosely, Playhouse Development Director, by phone (513-977-2023), e-mail ([patty.rosely@cincyplay.com](mailto:patty.rosely@cincyplay.com)), fax (513-345-2254), or letter.

### Questions?

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