



**TRANSFER DELIVERY INSTRUCTIONS
FOR STOCK / MUTUAL FUNDS / CASH**

Please notify Wittenberg's Office of Philanthropy and Alumni Engagement by phone (937-327-7430), fax (937-327-7444), or email at wittfund@wittenberg.edu to provide donor name and stock details. Several brokers do not provide this information, which makes it difficult to identify the donor and could delay gift processing and tax receipting.

Park National Bank Delivery Instructions

STOCKS, BONDS, & DTC ELIGIBLE SECURITIES	OPEN-END MUTUAL FUNDS
The Northern Trust Company (DTC #2669) Park National Bank, Custodian Acct #17-88268 FBO: Wittenberg University Gift Account: A1578-1 Please include Wittenberg University and donor name.	We use Matrix Financial Solutions to process mutual fund transfers. You will need to contact us directly to obtain the specific account information needed to transfer your mutual fund. ACAT # 5954 Please email: NewAccounts@ParkNationalBank.com Brenda Brown: Phone 740-349-0459 Sheila Harbison: Phone 937-547-2612

Cash Deliveries Can Be Wired <u>OR</u> Mailed By Check	
Wire to: Park National Bank Routing ABA # 044101305 GL Account # 0680100598 Attn: Trust Department FBO: Wittenberg University Gift Account: A1578-1	Mail to: The Park National Bank Attn: Trust Department 50 North Third Street - PO Box 3500 Newark, OH 43058-9983 FBO: Wittenberg University Gift Account: A1578-1

Government or Agency Issues	Money Market Mutual Funds
Through Fed Chicago Northern Chgo / Trust ABA Routing # 0710-0015-2 FAO # 17-88268, Park National Bank	<u>PLEASE REDEEM.</u> Send proceeds using the 'Cash Deliveries' instructions listed above.

OFFICE OF PHILANTHROPY AND ALUMNI ENGAGEMENT

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