

STOCK TRANSFER INSTRUCTIONS

STEP 1: In order for us to identify you as the donor, please notify Shoky Monfared directly at smonfared@ggu.edu or 415-442-7822 with the name of the stock and number of shares you intend to transfer, the date of the transfer, and purpose or designation of your gift (e.g., GGU Annual Fund/unrestricted, specific school, scholarship fund, etc.).

STEP 2: Authorize your broker or financial agent to transfer shares to GGU's brokerage account at Morgan Stanley Smith Barney:

Morgan Stanley Smith Barney LLC
DTC Clearing House #0015
FBO: Golden Gate University
Account Number: 876-037929

If you have questions, please contact Shoky Monfared at smonfared@ggu.edu or 415-442-7822.

Thank you!