

SOGANG ALUMNI AMERICA SECURITIES TRANSFER INSTRUCTION SHEET

PLEASE FOLLOW THESE STEPS:

1. Please complete this form and forward it to your financial adviser.
2. Send a copy of this form to SOGANG ALUMNI AMERICA at sogangnpo@gmail.com (and to lees7538@gmail.com) as donor information does not always accompany the securities when transferred.

DATE _____
TO (DONOR'S FINANCIAL ADVISER) _____
TELEPHONE _____
EMAIL _____

Please use this form as authorization to transfer the securities listed below from my account to Morgan Stanley as my gift to Sogang Alumni America.

FROM (DONOR NAME) _____
EMAIL _____
TELEPHONE _____
NAME OF SECURITY _____
NUMBER OF SHARES _____
GIFT ALLOCATION: _____

SIGNATURE _____

Securities Transfer Instructions for Financial Advisers

For gifts of securities to Sogang Alumni America, please deliver by DTC to:

Morgan Stanley Wealth Management
DTC 0015
Sogang Alumni America
Account 258-301981

For proper donor recognition, transfers must include the following information:

- Donor's name and contact information
- Name of security and number of shares
- Allocation of gift

If you have questions, please contact 650-308-9322 or via email at lees7538@gmail.com.