

Gifts of Stock to The Sanneh Foundation

Instructions for transferring stock to The Sanneh Foundation vary depending on whether physical delivery of stock is being made (actual certificates and stock powers) or the stock is being sent electronically through DTC (shares are currently held at a bank, brokerage house, etc.) The following are instructions for both:

DTC (Depository Trust Company) Transfer

Step One

Direct your broker or custodian bank to make the transfer to The Sanneh Foundation. Your broker or custodian bank is likely to ask you for a letter of instruction before the transfer can be made. Provide the following DTC transfer information for The Sanneh Foundation to your broker or custodian bank:

WELLS FARGO ADVISORS

24-hour service line: 800-872-3377

Account #: 7720-2731

DTC #: 0141

Account Manager:

Mr. Christian Zepeda, CFP

Assistant Vice President—Investments

FA Number & Name: gj2x Zepeda

MAC N9105-011

1710 Robert Street South

Saint Paul, Minnesota 55118

651-205-9954

800-835-2265 x 59954

christian.e.zepeda@wellsfargo.com

Reference: (donor name & purpose of gift)**

**without this note, gifts are difficult to identify.

Step Two

Notify The Sanneh Foundation of your gift. Send a copy of your letter of instructions via:

Email: jcrosbyzarth@thesannehfoundation.org

Phone: 651-690-4855

Fax: 612-605-1934

Mail: The Sanneh Foundation

2090 Conway Street

Saint Paul, Minnesota 55119

Please be sure the following information is included:

Your Name

Your Address

Name of Security

Number of Shares

Purpose of the Gift

Name of Brokerage

PLEASE NOTE: Your gift will be dated according to the day the shares enter The Sanneh Foundation's clearing account at Wells Fargo Advisors. The value of your gift will be based on that date. At busy times of the year, the DTC system can back up.

Year-end gifts: Be sure to allow extra time for the transfer from your broker's account to The Sanneh Foundation's Wells Fargo Advisors account, and emphasize to your broker the importance of completing the transfer by December 31. When the 31st falls on a weekend, the transfer should be completed by the preceding Friday.

Physical Delivery

Step One

Fill out stock power form(s). You will need to fill out a separate stock power for each stock issue you wish to donate.

Step Two

Write a brief cover letter indicating the number and type of shares, the company(ies), and the purpose of your stock gift. This will expedite our acknowledgment process.

Step Three

Mail the certificate(s) without any endorsement or assignment along with your letter (Step Two) via first class mail to

The Sanneh Foundation

2090 Conway Street

Saint Paul, Minnesota 55119

Step Four

In a separate envelope, mail the stock power form(s) you filled out in Step One to the same address.

Note: The date of your gift will be the date of the later of the two postmarks on the envelopes. We will value your gift based on that date. Year-end gifts must be postmarked by December 31 to be deductible for the current tax year. When the 31st falls on a weekend, we recommend mailing your gift by the preceding Friday to ensure it will be postmarked in time.

PLEASE NOTE: The IRS has determined that gifts and/or stock certificates sent via courier services other than the United States Postal Service (including Federal Express, DHL, UPS, etc.) can only be counted in the year they were sent if the Foundation receives and signs for them no later than December 31. Normal USPS mail, including Express and Priority Mail packages, are the only packages for which the postmark can be used to determine the gift date.

If you plan to use a non-USPS service and the 31st falls on a weekend, your gift must arrive at The Sanneh Foundation by 5:00 p.m. on the preceding Friday.