Following are instructions for wiring securities to Hawken School’s Brokerage account at PNC Investments in Cleveland.

1. Have your broker transfer the securities into the name of Hawken School.

2. Your broker can then transfer the securities to Hawken School through the DTC System. Our DTC number is 0226 and the account number is 091-537250.

3. Your broker should then call Robin Baringer at Hawken School at 440-423-2967 to verify the transfer of the securities.

4. **In order to facilitate timely processing of your gift, please complete the section below and fax it back to the Development Office at 440-423-2974.**

Please do not hesitate to contact us if you have any questions. Thank you very much for your support.

Sincerely,

Robin Baringer
*Database Manager*

Hawken School Development Office
P.O. Box 8002
Gates Mills, OH 44040
Direct Dial 440-423-2967
rbari@hawken.edu

Development Office Main Phone Number: 440-423-2965

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**For Office Use Only – Hawken School Development Office fax – 440-423-2974**

Donor Name: ________________________________

Date of share transfer to PNC (if known): _______________

Approximate Number of Shares (if known): _______________

Name of Issuer or stock symbol (if known): __________________________

Hawken fund(s) supported by the gift: __________________________