THE MARINE MAMMAL CENTER
STOCK DONATION INSTRUCTIONS
MERRILL LYNCH ACCOUNT

Thank you for making a gift of securities to The Marine Mammal Center. In order to facilitate your donation, we have provided the following information for you. Should you have any questions, please contact the Advancement office at (415) 289-7335. In order to process your stock transfer efficiently, please contact our office on or before the day of the stock transfer.

Information for your stock broker:

TMMC Brokerage Firm: Merrill Lynch

Office Serving TMMC account: Merrill Lynch Global Wealth Management
101 California Street, Suite 2575
San Francisco, CA 94111
ATTN: Gloria Montesinos
gloria_montesinos@ml.com
415-274-6064

DTC Number: 8862
Account Name: The Marine Mammal Center
Account Number: 296-04032

Letter of Transfer Instructions:

- If your account is with Merrill Lynch, mail your letter of transfer instructions to your broker or the San Francisco office listed above using the Center’s account name and account number.
- If your account is outside of Merrill Lynch, mail your letter of transfer instructions to your broker providing both the account name and number and the DTC number.
- If stock is held in certificate form, it should be deposited into your brokerage account and wired to the Center’s account at Merrill Lynch through the DTC number. If at all possible, DO NOT SIGN certificates over to the Center or have new certificates issued in the Center’s name. These transactions frequently require additional paperwork and notarizations or signature guarantees that may be inconvenient for you to obtain.

Please send the following information to the Center on or before the day of the transfer:

- A copy of letter of transfer instructions as required by your broker including:
  1. date of gift (date of stock transfer)
  2. description of stock (i.e., IBM)
  3. quantity of shares donated (i.e., 10 shares)
  4. Purpose of the gift
- Kindly include your name, address, email address and phone number so we can appropriately acknowledge and recognize you.
- Send this information via mail, fax, or email to The Marine Mammal Center, c/o Advancement Department, 2000 Bunker Road, Fort Cronkhite, Sausalito, CA 94965. The Center’s fax number is (415) 289-7333. E-mail is give@tmmc.org

THANK YOU FOR YOUR DONATION