

**THE CORPORATION OF GONZAGA UNIVERSITY
STOCK GIFT TRANSFER INSTRUCTIONS**



Charles Schwab: **GU's Account #: 7924-6883**
Address: 818 W Riverside Ave Ste 150
Spokane, WA 99201
Phone: (509) 835-3900 Option 4
Fax: (509) 742-5910

The Corporation of Gonzaga University's **Tax ID #: 91-0236600**
Stock should be made out to: **The Corporation of Gonzaga University**
If your broker is someone other than Charles Schwab, they will need the following: **DTC#: 0164**
(Transfers before 1:30 pm to be dated that day.)

Morgan Stanley: **GU Account #111-105207-084**
Address: 717 W Sprague Ste 500
Spokane, WA 99201
Phone: (509) 455-6096
Fax: (509) 838-8968

The Corporation of Gonzaga University's **Tax ID #: 91-0236600**
Stock should be made out to: **The Corporation of Gonzaga University**
If your broker is someone other than Morgan Stanley, they will need the following: **DTC#: 0015**

PROCESS FOR NOTIFYING GONZAGA UNIVERSITY OF GIFT:

When making a gift of stock, please alert Gonzaga University in advance so we can ensure your gift will be properly credited and designated when received. Please alert us [using our online notification form](#) or call, send a letter or email the Office of University Advancement with the following information:

- Your name
- Name of the stock gifted
- Number of shares
- Designation of the gift
- Approximate date of expected gift

Please send this information to:

Office of University Advancement
Gonzaga University
502 East Boone Avenue
Spokane, Washington 99258-0098
Toll Free: (800) 463-6925
E-mail: giftinfo@gonzaga.edu