

**Electronic Transfer of Securities
The Academy of Vocal Arts
1920 Spruce Street Philadelphia, PA 19103-6685**

DTC Instructions

Broker: Private Client Group – Merrill Lynch, Pierce, Fenner and Smith, Inc.

Contact: Michael Paolone, 610-668-6147, michael_paolone@ml.com

DTC#: 8862

Credit: The Academy of Vocal Arts

Account#: 870-04C73

Thank you for making a gift of securities to The Academy of Vocal Arts. To allow us to thank you for your generous donation, and to provide you with the necessary documentation for income tax purpose, please provide us with the following information:

Name _____

Address _____

City _____ **State** _____ **Zip** _____

Daytime telephone # _____

Purpose of gift (i.e. scholarship, annual support, capital campaign—note restrictions, if any)

Company name of securities transferred _____

Number of Shares _____

Name of brokerage house/bank _____

Date of transfer _____

Once information is complete, please fax or mail this sheet to:

**Robert W. Lyon
Director of Institutional Advancement
The Academy of Vocal Arts
1920 Spruce Street Philadelphia, PA 19103-6685**

**Fax: 215-732-2189
Direct: 215-735-1685 x16
Email: rlyon@avaopera.org**