



Stock Transfer Procedure

Jubilee Women's Center uses Morgan Stanley for all stock transfers.

- Please inform Jubilee Women's Center staff of expected stock transfer date and amount.
- After you or your broker notifies Jubilee of the upcoming stock transfer, Jubilee will authorize the sale of the stock.
- Generally the sell date will be following business day.
- Upon receipt of the transfer, Jubilee will provide you with an official thank you letter for your tax purposes. The letter will state the stock transfer date and the gross transfer amount.

Jubilee Staff Contact

Cheryl Sesnon, Executive Director	206.325.2163	cheryl@jwcenter.org
Katy Childers, Development Director	206.957.4392	katy@jwcenter.org

Jubilee Women's Center
620 18th Avenue East
Seattle, WA 98112

Morgan Stanley Contact

Douglas Berger	360.613.0212	douglas.berger@morganstanley.com
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Morgan Stanley
2011 NW Myhre Road, #301
Silverdale, WA 98383

Morgan Stanley Account Information

For the benefit of	Jubilee Women's Center
Holding account	0860-115596
DTC number	0015