



**Gift of Physical Securities Instructions**

Thank you for making a gift to UTC! We greatly appreciate the generosity of our alumni and friends for their support of UTC.

1. Please complete this form and forward it to your financial advisor.
2. Please also forward a copy of this form to the UTC Development Office via fax or email.

*Please remember to make your gift out to the "University of Chattanooga Foundation."*

Please use this form as authorization to acknowledge the stock certificate as a gift to the University of Chattanooga Foundation, Inc.:

**DONOR INFORMATION**

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**GIFT INFORMATION**

Amount: \_\_\_\_\_

Designation of the Gift: \_\_\_\_\_

Who, in addition to the legal donor should receive recognition for this gift? \_\_\_\_\_

In Honor/In Memory: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Physical Securities Instructions for Financial Advisors:**

For gifts to the University of Chattanooga Foundation, Inc., please deliver by DTC to:

SunTrust Banks, Inc.  
 Free Movement, Mail Coded 3132  
 15<sup>th</sup> Floor, Suite 1520  
 303 Peachtree Street, NE  
 Atlanta, GA 30308  
 Reference: "7930133 UC Foundation Gift Clearing" and Donor Name

***If you have any questions, please email [Emily-Forrest@utc.edu](mailto:Emily-Forrest@utc.edu) or call 423.425.4048.***