

## Sample Letter to Broker

Dear:

**I would like to make a gift of stock on [insert date] to AccesSportAmerica. Please transfer [number] shares of [company name] to AccesSportAmerica on [indicate month, year when you would like transfer to occur].**

Use the following transfer instructions:

Wingate Financial Group  
459 Bedford Street  
Lexington, MA 02420-1547  
781.862.7100

DTC Number: 0164  
Code 40  
ACCT Name: AccesSportAmerica (Tax ID# 04-3265194)  
ACCT Number: A/c1003-1561

It is important to notify the Gift Processing Department of the gift being transferred. Contact information is as follows:

**Ms. Betty Miller**  
**119 High Street**  
**Acton, MA 01720**  
**E-mail:** Betty@accessportamerica.org  
**Phone:** 978.602.2595  
**Fax:** 978.246.6433

AccesSportAmerica will also provide a receipt for this gift.

Thank you for your prompt attention to this matter.

Sincerely,

cc: AccesSportAmerica