



St. Columba's
EPISCOPAL CHURCH
OPEN IN SPIRIT ■ DEEP IN FAITH
RICH IN WORSHIP ■ ACTIVE IN SERVICE

Date: _____

From: _____

Name

Account number

Address

City, state, zip

To: _____

Brokerage firm name

Address

City, state, zip

Re: Letter of Authorization / Transfer Request

Dear Sir/Madam:

Please consider this letter as authorization or request for you to transfer:

_____ of _____
Quantity Description Symbol or CUSIP number

To: DTC: 0015

Bank: Morgan Stanley Smith Barney

For further credit to: St. Columba's Episcopal

Church Account Number: 850-028790-128

Description (select one): Annual stewardship campaign

Other _____

Thank you for your prompt attention and assistance.

Sincerely,

Signature

Note to donor: To assist us in helping to identify your incoming stock gifts in a timely manner, please contact our broker (or have your representative do so) prior to all transfers:

Morgan Stanley Private Wealth Management

Barbara L. Smallwood

202-292-5482 (Phone) | 202-459-9608 (Fax) | barbara.l.smallwood@morganstanleypwm.com