

MAKING A GIFT OF STOCK TO THE MUSEUM OF SCIENCE

Securities can be gifted to the Museum of Science in two ways - electronically or by physically mailing certificates. Either method is acceptable, but it is necessary for you to contact your broker to initiate the transfer.

If Sending Electronically:

1. Contact your financial institution and request the shares be transferred directly to the Museum of Science's account at RBC Wealth Management. You will need the following information:

Museum's broker: RBC Wealth Management, 75 State Street, Boston, MA 02109

Phone: 617-725-1799

Email: john.turco@rbc.com

Fax: 617-725-1777

2. Provide broker with following account information:

Account name: Museum of Science

DTC #: 0235

Account #: 30101665

3. Notify an Advancement staff member of your intent to transfer stock to the Museum. Please provide as many details as possible, including type, quantity, approximate total value, and designation of the shares. Please cc: giftoperations@mos.org as well.

If Sending by Registered Mail:

1. Please mail to Museum of Science at the address listed below in **two separate envelopes**:
 - a. Stock certificate(s) accompanied by a letter indicating intention to make a gift of the shares of stock with designation of said gift noted.
 - b. Signed blank stock power(s) with signature guaranteed for each certificate. (Stock powers are available from brokerage firms, or we can mail one upon donor request.)
2. Please mail each envelope separately to:

Museum of Science
1 Science Park
Boston, MA 02114-1099
Attn: Advancement

Note: It is very important to mail the stock certificates and signed stock powers in separate envelopes so that gifts can be processed safely and quickly. Please mail by registered mail, return receipt as an additional safety measure.

Questions? Please contact Michael Grace, Sr. Director of Internal Operations, Advancement – mgrace@mos.org or 617-589-0441.