



**Interfaith Hospitality Network of Greater Cincinnati**  
*The Community's Interfaith Response to Family Homelessness*

**STOCK TRANSFERS**

For transfers you will need the account and DTC numbers for IHNGC's account with the brokerage firm UBS.

**Account #:** WL-55039

**UBS DTC #:** 0221

**If you hold a physical stock certificate:**

Write a "Letter of Authorization," which states that you authorize a gift of stock to Interfaith Hospitality Network of Greater Cincinnati, Inc. The letter should:

- indicate the number of shares
- include IHNGC's account number
- be signed by **all** parties listed on the stock certificate (for example, both you and your spouse if you are both listed on the certificate)
- Also, sign the back of the stock certificate. **All** parties listed must sign the back.

\*If you would prefer not to sign the actual certificate, please call Andy Garman at 513-792-5240 and he can send you a Stock Powers Form, which will have the same effect

**If your stock is held by a brokerage firm:**

Contact your brokerage firm and have them make an electronic transfer of stock from your account to our account at UBS. Your broker will:

- request IHNGC's DTC and account number to make the transfer
- transfer the stock electronically to UBS

UBS will then cash the stock, mail IHNGC a check for the amount, and process and mail a thank you letter/receipt for your files.

\*If you have questions about the clearing number, please contact 201-352-6300

**Mail or drop off letter and signed certificate to:**

UBS  
Attn: John Lawrence  
8044 Montgomery Road, Suite 200W  
Cincinnati, OH 45236-2949  
UBS telephone: (513) 792-2138

**Questions?**

Contact MerryBeth McKee, Director of Operations at (513) 471-1100 ext. 114 or at [merrybeth@ihncincinnati.org](mailto:merrybeth@ihncincinnati.org)