

New Canaan Library

People's Bank Instructions for Charitable Gifts of Securities

1. **If the stock is in certificate form registered in your name:**

Please sign certificate or stock power exactly as registration reads on face of certificate (without entering the Library's name on certificate) and accompany it with a letter of relinquishment.

2. **If the stock is held in your People's Bank account:**

Please send a letter of authorization to the financial consultant handling the account requesting the transfer of the stock position to:

People's Bank Investment Account No.	SGP-000572
People's Bank Investment Account Title:	New Canaan Library

3. **If the stock is held in a non-People's Bank brokerage/bank account:**

Please instruct your broker in writing to transfer the stock via the "DTC" system.

"DTC" system to:	DTC No. 0226
People's Bank Investment Account No.	SGP-000572
People's Bank Investment Account Title:	New Canaan Library

4. **Please do not register stock in the Library's name:**

A stock power signed by an authorized officer and an updated corporate resolution must be prepared and for each gift. Stock power and resolution cannot be signed by the same person.

Other Payment Instructions

Please make checks payable to New Canaan Library.
Our mailing address is 151 Main Street • New Canaan, CT 06840