

# TEACHERS COLLEGE

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## COLUMBIA UNIVERSITY

Institutional Advancement  
525 West 120<sup>th</sup> Street, Box 306  
New York, NY 10027  
Phone: 212-678-3231  
Fax: 212-678-3723

### Securities Transmittal Form

Donor Name: \_\_\_\_\_  
(please print)

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Security Donated: \_\_\_\_\_

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Account Transfer Information:      **Charles Schwab & Co. Inc.**  
   **1598 Summit Park Drive, Suite 200**  
   **Orlando, FL 32810**  
   **Schwab Back Office Operations (602) 355-9003 / Option #6.**

Account Name:                              **Teachers College, Columbia University**  
   **Account # 3919-7105**  
   **DTC# 0164**

Please email this form to [advserv@tc.columbia.edu](mailto:advserv@tc.columbia.edu) to alert TC of your intention to transfer shares of stock. Advance notice of incoming securities will ensure that all items are promptly accepted by the bank and properly credited to the donor. Securities transferred electronically are credited on the date the security is received into the Teachers College brokerage account. Thank you.