



*Office of Institutional Advancement
Tanya A. Sorce,
Director of Advancement Operations
973-290-4465
tsorce@steu.edu*

HOW TO GIVE SECURITIES TO SAINT ELIZABETH UNIVERSITY

Please contact Tanya A. Sorce, Director of Advancement Operations with stock information details.

When stock is held by a brokerage firm or commercial bank:

Instruct your broker/banker to electronically transfer shares of stock directly to Saint Elizabeth University account held at Merrill Lynch.

SEU broker at Merrill Lynch:

Gerald Dowling

Telephone: 908-719-6416

Email: Gerald_dowlingJr@ml.com

Deliver to the following:

Saint Elizabeth University

Account#: WCMA-6JL-02211

DTC#: 8862

Tax ID#: 221529785

If stock is held in certificate form Please have the certificate re-issued as follows:

Saint Elizabeth University

2 Convent Road

Morristown, NJ 07960-6989

Tax ID#: 221529785

Send the certificate of stock by certified or registered mail. A stock power, properly executed should be sent separately. Both should be forwarded to:

Saint Elizabeth University

Attn: Tanya Sorce

Director of Advancement Operations

2 Convent Road

Morristown, NJ 07960-6989

For other transfers, please contact Tanya Sorce: phone: 973 290-4465, email:tsorce@steu.edu.

Thank you for thinking of Saint Elizabeth University.