



INSTRUCTIONS FOR TRANSFERRING GIFTS OF STOCK OR SECURITIES

Thank you for generously supporting La Jolla Playhouse through your gift of appreciated stock or securities. We work closely with Merrill Lynch Wealth Management in La Jolla to process these gifts.

IMPORTANT:

When you or your wealth management team is ready to make your gift, kindly:

- Alert us to your decision – **informing us of the day that you are sending your stock along with the type and # of shares that we are to receive.** Knowing this information in advance will keep La Jolla Playhouse organized and quick to process your gift and acknowledge your generosity.

Here are the instructions:

DTC Number: 8862
Account 231-02100
Account title: Theatre and Arts Foundation
Merrill Lynch
7825 Fay Avenue, Suite 300
La Jolla, CA 92037

It is our policy to give you an acknowledgment for the average of your stock on the day that you transfer the stock to Merrill Lynch. It is also our policy and practice to immediately sell shares received.

Questions? Contact:

Patricia O'Shaughnessy
Chief Financial Officer, La Jolla Playhouse
(858) 228-3050 | poshaughnessy@ljp.org