



## INSTRUCTIONS FOR TRANSFERRING STOCKS & MUTUAL FUNDS

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To ensure The Cal Poly Pomona Philanthropic Foundation can identify and acknowledge your gift properly, please contact gift processing first at **(909) 869-5123, or [gifts@cpp.edu](mailto:gifts@cpp.edu)** prior to sending your gift. To expedite processing, please include the Stock or Mutual Fund Name and Ticker symbol and the desired fund designation. Use the delivery instructions outlined below:

### **Depository Trust and Clearing Corporation (DTC) Eligible Securities**

Use these instructions for stock donations:

Electronic Transfer to:	Goldman Sachs DTC #0005
Account Name:	Cal Poly Pomona Stock Brkg
Account #:	027-63191-0

### **Delivery of Mutual Funds to Citibank**

A representative from Goldman Sachs will assist in creating a house account number if one has not already been created. A house account number is a fund-specific account number. Once the mutual fund house account number has been determined, the back-office service team can then set up the transfer to:

Account #:	<b>3073-67526</b>
Account Name:	<b>Goldman Sachs</b>

<b>For further credit to:</b>	
Account #:	<b>027-63191-0</b>
Account Name:	<b>CAL POLY POMONA STOCK BRKG</b>

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