How to Give Securities or Mutual Fund Shares to Women’s Health Research at Yale

Securities held by your bank or broker

Please notify your bank or broker that you are making a gift of securities to Women’s Health Research at Yale, #17055, and instruct your bank or broker to telephone the Yale University, Office of Development, Contribution Processing at (203) 432-4107 for instructions.

Securities held by you

Please send unendorsed certificates by mail, along with a letter giving your name, address, (Yale College class or School affiliation if applicable,) and the purpose of your gift to:

Yale University Office of Development
Contribution Processing
P.O. Box 805
New Haven, Connecticut 06513-0805
Phone: (203) 432-4107
Fax: (203) 432-8633
donated.securities@yale.edu

In a separate envelope, please mail to the same address a stock power for each certificate, along with a copy of your letter. Do not complete any other information on the stock power other than your signature and the date. If the certificate represents a greater number of shares than you intend to give to Yale, please enclose a note requesting the return of a new stock certificate with the non-gift balance.

Your bank or broker can supply you with blank stock powers, or the Office of Development, Contribution Processing will be happy to send them to you. For most expedient handling, do not fill in Yale’s name as transferee on either the stock certificate or the stock power, and please do not send stock certificates to a transfer agent for transfer into Yale’s name.

Mutual fund shares

Please contact the Office of Development, Contribution Processing at (203) 432-4107 with information about your mutual fund shares. The procedure for transferring shares is established by the mutual fund company, and the Office of Development, Contribution Processing will be able to assist you with the appropriate letters of instruction.

Tax information

Women’s Health Research at Yale is a program within Yale School of Medicine. Yale University is a 501(c)(3) non-profit organization. Yale’s Federal Tax Identification number is 06-0646973.