



**Saint Jude *the* Apostle
Catholic School**
nurtures the formation of saints and scholars

INSTRUCTIONS FOR MAKING A CHARITABLE GIFT OF SECURITIES

For electronic transfer via broker or bank:

You or your broker or banker should send a letter/email to the following individuals at Saint Jude the Apostle Catholic School to make them aware of the impending transfer:

Saint Jude the Apostle Catholic School
Attn: Sue Kitchin & Nickie Splude
7171 Glenridge Drive, NE
Atlanta, GA 30328

Sue Kitchin, Director of Advancement: skitchin@saintjude.net, 770-394-2880 x424
Nickie Splude, Business Manager: nsplude@saintjude.net, 770-394-2800 x425

The correspondence to Saint Jude the Apostle Catholic School should include the following information:

1. Your name
2. School name
3. Name of the securities being transferred
4. Number of shares
5. Name of the financial institution handling your transaction
6. The intended beneficiary of your gift (Annual Fund, Endowment, Scholarships, etc)

You or your broker or banker should also contact Truist Bank to notify them of the pending transfer and the intended beneficiary of the gift - Saint Jude the Apostle Catholic School.

Janel Liddel Johnson, Truist Bank, Gift Administrator, 404-230-5036
TruistBankGiftClearing@Truist.com

Dawn Keevill-Carey, Truist Bank, Gift Administrator (Alternate), 404-588-8296
TruistBankGiftClearing@Truist.com