



Little Red School House & Elisabeth Irwin High School  
272 Sixth Avenue (at Bleecker Street)  
New York, NY 10014  
Tel: 212.477.5316 • Fax: 212.677.9159 • Web: www.lrei.org

## Instructions for Donating Securities

To make a gift of securities to LREI, please complete this form and fax it to Merrill Lynch using the contact and account information below.

---

### NOTICE OF TRANSFER OF SECURITIES

---

Merrill Lynch Contacts: Ruth Saada, CFP®  
Dorothy Pao  
Tel: 212.236.5339  
Fax: 212.236.1568

Account Information: Little Red School House, Inc.  
For Credit to Merrill Lynch Account Acct# 891-04C83  
DTC# 5198

School Tax ID#: 13-5562268

Name of Security: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Transfer: \_\_\_\_\_

Name of Contact, and Firm: \_\_\_\_\_ Tel: \_\_\_\_\_

Date of Transfer: \_\_\_\_\_

**In order to receive credit for your gift, you MUST notify:**

Pippa Gerard, Director of Development & Alumni Relations  
Little Red School House & Elisabeth Irwin High School  
Tel: 212.477.5316 ext.236  
Fax: 212.677.9159  
Email: pgerard@lrei.org

Name of Donor: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Please contact Ruth Saada or Dorothy Pao at 212.236.5339 prior to sending securities as the back office must be notified in advance.**