



Securities Processing Instructions for Charleston Symphony

Steps to initiate your gift:

- 1) To begin this process, please supply these detailed instructions to your broker.
- 2) The donor's broker should contact Mr. Jared W. Davison, VP/Institutional Advisor at First Citizens Bank (803-931-1412) to inform him of the incoming gift.
- 3) The most commonly used transfer instructions are below:

Common Stock

DTC PARTICIPANT NO: 5409
DTC INTERNAL ACCOUNT NO: F/B/O First Citizens Bank 74-2094-01-4
FOR FURTHER CREDIT: Charleston Symphony Gift Act. a/c 68-0391-02-6

Mutual Funds

Special instructions are required. The donor's broker must contact First Citizens directly to obtain specific transfer instructions. Note: due to the complexity involved, these transfers can take upwards of 30 days to complete.

***Questions, issues, or additional instructions please contact:**

Jared W. Davison, Institutional Advisor
Jared.Davison@firstcitizens.com or 803-931-1412

Or

Cindy Mills, Trust Specialist
Cindy.Mills@firstcitizens.com or 803-931-1730

Direct mailing: First Citizens Bank & Trust Co, Attn: Jared W. Davison
1230 Main St. – Columbia, SC 29201