

Lewis & Clark
STOCKS / SECURITIES Booking Statement

Required for all gifts of securities of any amount

1. Donor(s) Information

Donor Name* _____ ID# _____
Soft Credit* _____ ID# _____
Soft Credit* _____ ID# _____

* **NEW CONSTITUENT?** Provide demographic information at: https://www.lclark.edu/offices/advancement_services/demographics/

2. Gift Information

Gift Type _____ Type of Security** _____
Issuer Name _____ Symbol _____
Number of Units _____ High \$ _____ Low \$ _____ Mean \$ _____ (*high + low / 2*)
Date received by L&C ____/____/____ (*Gift date*) Value \$ _____ (*# units x mean = gift amount*)

**Securities not frequently traded on a major exchange or transferable by DTC will result in a delay of receipt and therefore the gift date. Additional paperwork from the donor, and/or Gift Acceptance Committee approval may be required. Consult with Adv.Serv or Bus Office.

3. Designation Information

Fund Name _____ Fund ID _____ Amount \$ _____
Fund Name _____ Fund ID _____ Amount \$ _____
Fund Name _____ Fund ID _____ Amount \$ _____

4. Gift Coding

Anonymous? Yes No (*If yes specify in Special Instructions*) IRA Distribution? Yes No
 Honor Memory Name _____ Relationship _____

5. Solicitation Method

Unsolicited Personal Solicitation Phonathon Direct Mail Other
Solicitor _____ Link to Proposal _____

6. Special Instructions

7. Form completed by _____ **Date** _____

Advancement
Services use

Approved by _____ Director of Advancement Services Date _____