

Stock Acceptance Procedures

Southern West Virginia Community College Foundation, Inc.

When accepting stock donations, please submit the following information to:

Southern West Virginia Community College Foundation, Inc.

Development Office

Attn: Rita G. Roberson, Chief Development Officer

P. O. Box 2020

Mount Gay, WV 25637

1. Name and address of donor(s)

2. Purpose of the gift

3. Broker/company that will be handling transmittal. Also include contact information.

4. Types of shares and the number of shares

5. Estimated date of receipt
