

## STOCK POWER FORM INSTRUCTIONS

To complete a gift of shares for which you hold a valid certificate, send the *unendorsed* certificate(s) to the Office of the Treasurer, 123 Marts Hall, Bucknell University, Lewisburg, PA 17837, using certified U.S. mail.\* Also, the owner(s) of the shares must sign a stock power form, signing their name(s) as they appear on the certificate. Then, the donor's signature must be guaranteed (Gold Medallion Guarantee preferred) by a bank or brokerage firm. The completed stock power form should then be mailed via ordinary first class mail to Bucknell's treasurer at the address shown above, *using a separate envelope* from that used to mail the certificate(s). One completed stock power is required for each different corporation whose shares are contributed; multiple certificates for a single corporation require only a single stock power. Be sure not to write anything on the stock power form other than your signature and the signature guarantee. Certificates and stock power forms may also be delivered to the Office of Development, Cooley Hall, Bucknell University, Lewisburg, PA 17837, either by mail or by hand.

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\* When shares are sent to Bucknell via the U.S. Postal Service, the date of the gift is defined as the postmark on the envelopes used to mail the certificates and the stock power. If postmarks are not the same, the later date becomes the date of the gift. However, if any other delivery service is used, the date of the gift is defined as the date on which the last of the certificates and the stock power forms arrive at Bucknell.

### IRREVOCABLE STOCK POWER

*For Value Received,* \_\_\_\_\_

hereby sell, assign and transfer unto \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ ( ) shares of the \_\_\_\_\_

Capital stock of the \_\_\_\_\_

standing in \_\_\_\_\_ names on the book of said \_\_\_\_\_

\_\_\_\_\_ represented by Certificate No. \_\_\_\_\_ herewith

and do hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_ attorney to transfer the said stock on the books of the within named

Company with full power of substitution in the premises.

*Dated* \_\_\_\_\_

Signature guaranteed by:

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_