



Insight Meditation Center / Insight Retreat Center

108 Birch St. Redwood City, CA 94062

Stock Transfer Instructions

Step 1:

Instruct your stockbroker or stock plan administrator to transfer your shares to Insight Meditation Center's account at Schwab. Your broker will need the DTC number and account number for the Insight Meditation Center account.

Transfer the stock to:

Charles Schwab

DTC#0164

Account # 1118-0555 (Insight Meditation Center of the Midpeninsula)

Tax ID # 77-0450217

Step 2:

Please notify the IMC Fundraising Manager that the stock has been transferred at fundraising@insightmeditationcenter.org or Insight Meditation Center, 108 Birch St., Redwood City, CA 94062

In your email or note, please indicate whether you would like your stock transfer to benefit the **Insight Meditation Center** or the **Insight Retreat Center**.

If you have any questions, please contact the IMC/IRC Fundraising Manager: fundraising@insightmeditationcenter.org.

Thank you for your generosity!