

Letter of Authorization

When completed and signed, this form will serve as your transfer instructions to the broker or firm holding the securities you want to donate to the Harris myCFO Foundation.

- All registered owners of all assets to be donated must sign in Section 4. Certificate holders must have their signatures guaranteed in Section 5 below.
- Send the **signed original** form to the broker or firm holding your securities.
- Send a **copy** of the signed original form, along with the **Gift Agreement** (for a new program account) or **Additional Gift** form (for an existing account), to the Harris myCFO Foundation at the address on page 2.

1 Current broker or firm information

Firm name		Account number	
Name(s) on the account			
Brokerage firm contact person		Contact phone	Contact e-mail
Firm street address		City	State Zip
Name of fund/security	Number of shares/units	Estimated dollar value	

2 Investment pool recommendation

Please accept this letter as the authorization to irrevocably transfer ownership of the assets specified above to the Harris myCFO Foundation brokerage account.

Important: Securities should be transferred in-kind and are not to be liquidated.

Send the securities to:

Charles Schwab & Co., Inc. • Phone 888.808.6696 • Account number 6576-3583 • DTC 0164

For investment in pool:

Select **one** of the following pools. Failure to recommend a pool will result in the contribution being invested in the highly conservative pool.

- Capital growth 70% equity / 30% fixed income
- Moderate 40% equity / 60% fixed income
- Income 25% equity / 75% fixed income
- Highly conservative 0% equity / 100% fixed income

3 Personally held security certificates

Name of fund/security	Number of shares/units	Estimated dollar value

Certificate holders must have their signatures guaranteed in Section 4 below.

Endorse all Certificates by:

1. Writing "Charles Schwab & Co., Inc." between the words "appoint" and "attorney," in the space provided on the back of each certificate. Please note—our preference is that you sign a separate stock power (attached) as opposed to endorsing the certificate.
2. Fill in the current date.
3. Sign your name exactly as it appears on the face of the certificate. If a stock certificate is registered in more than one name, all owners must sign.
4. Ensure that each stock certificate/stock power also has a **signature guarantee**.
5. To prevent loss, send the certificate and accompanying materials by registered, certified or overnight mail with return receipt requested, or deliver to Harris myCFO Foundation.

Please note: You may sign a separate stock power instead of signing the actual certificate if you prefer.

4 Signatures

I/We acknowledge and agree to make the donation with the full understanding that it represents an irrevocable donation, once accepted, to the Harris myCFO Charitable Giving Fund at the Harris myCFO Foundation and is not refundable. I/We understand the program guidelines regarding acceptable donations, qualification of grant recommendations and the rights of Harris myCFO Foundation regarding its ownership and authority over the assets contributed. **I/We acknowledge that the Board of Directors of the Harris myCFO Foundation has exclusive legal control over the assets contributed, the investment of the donated assets and their use for charitable purposes.**

This Letter of Authorization form must be signed by all registered owners of the donated assets.

Primary donor signature	Secondary donor signature	Date
X	X	

5 Signature guarantee—only for certificate holders

Important: please stamp signature

Name and address of bank or firm providing signature guarantee	Signature guarantee stamp
Signature of officer	Date
X	

6 Submit this form to the Harris myCFO Foundation as follows:

Overnight delivery

Harris myCFO Foundation
1080 Marsh Rd, Suite 100
Menlo Park, CA 94025
877.692.3605

U.S. Mail

Harris myCFO Foundation
P.O. Box 10196
Palo Alto, CA 94303-0975

Fax

310.407.1192

Harris myCFO™ is the brand used by Harris myCFO, Inc., providing family office services, Harris myCFO Investment Advisory Services LLC, an SEC-registered investment adviser, and certain divisions of Harris N.A. and its affiliates that are national banks with trust powers. Not all products and services are offered in every state and/or location.

Irrevocable Stock or Bond Power

This Power of Assignment bearing your signature(s) will be attached to certificate(s) not bearing your signature, making said certificates negotiable.

FOR VALUE RECEIVED, the undersigned does (do) hereby sell, assign and transfer to:

	Social Security or taxpayer ID number

If stock, complete this section

<p>_____ shares of the _____ stock of _____</p> <p>represented by certificate(s) number(s) _____</p> <p>inclusive, standing in the name of the undersigned on the books of said Company.</p>
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If bonds, complete this section

<p>_____ bonds of _____</p> <p>in the principal amount of \$ _____ numbers _____</p> <p>inclusive, standing in the name of the undersigned on the books of said Company.</p>
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The undersigned does (do) hereby irrevocably constitute and appoint Charles Schwab & Co., Inc. attorney to transfer the said stock or bond(s) on the books of said Company, with full power of substitution on the premises.

IMPORTANT: The signature(s) to this power must correspond with the name(s) as written upon the face of the certificate(s) or bond(s) in every particular without alteration.

For official use only

Title which appears on certificate	Person(s) executing this power sign(s) here
	 
Title which appears on certificate	
	 
Account number	Date