**Sample Letter to your Broker**  
Today’s date

Dear broker name,  
  
I would like to make a charitable donation to United Way of Hunterdon County.  
  
Please transfer \_\_\_\_ shares of \_\_\_\_on or about \_\_/\_\_/\_\_. The stock is currently trading close to $\_\_\_ per share.  
  
I would prefer to have the stock delivered to the United Way’s account using this information:

Account Name:  United Way of Hunterdon County  
Account #:  615-077287  
DTC#:  0015  
Broker:  Morgan Stanley  
  
For assistance or more information. Please contact Bonnie Duncan at United Way of Hunterdon County at (908)-782-3414 or e-mail [bonnie@uwhunterdon.org](mailto:bonnie@uwhunterdon.org).  
  
Thank you.

Sincerely,

Your Name  
Your Address, City, State, Zip  
Your Work#: (123)456-7890  
Your Home #:  (123)456-7890  
  
cc: Bonnie Duncan

United Way of Hunterdon County

4 Walter Foran Blvd., Suite 401

Flemington, NJ  08822