Gifts of Marketable Securities

York College of Pennsylvania accepts gifts of stock, bonds, and mutual fund holdings, among other assets. Donors may transfer marketable securities directly to York College or sell the asset, gifting the proceeds. The College has no preference, but advises donors to consult their financial advisors to determine favorable tax consequences. *In most cases pertaining to appreciated assets, the donor will achieve more favorable tax results by transferring the asset directly to YCP before selling.*

**Electronic Transfer of Stock**

Stock transfers should be made to York College of Pennsylvania's account at Janney Montgomery Scott as follows:

Mr. David Brosend  
Janney Montgomery Scott  
2315 N. Susquehanna Trail Suite A  
York, PA 17404  
Phone: (717) 779-2732  
Email: dbrosend@janney.com  

Acct. #8891-3125  
DTC #0374  
York College Tax ID #23-1352698

It is important to instruct the broker in writing to transfer the stock into the York College of Pennsylvania account. Please send the Advancement Office a copy of your instructions to the broker and your intentions for the use of the gift by York College.

**Certificate Transfer of Stock**

Sign the back (but don't fill in other information), and hand deliver to the Advancement Office at York College, Grantley Hall, room 126, 850 Grantley Road. Include a letter detailing the gift and your intention for its use by the College. This letter must include your signature(s) guaranteed by a bank officer. (Sign the stock certificate and letter in the presence of the bank officer.) If you need to mail the certificate, do so unsigned. Under separate cover sign a blank stock power, and post each document to the Advancement Office (contact information below).

**Mutual Funds**

Please contact the Advancement Office directly for mutual fund transfer instructions.

**Accounting and Receipting**

Marketable securities are valued at the average of the high and low quoted selling prices on the date the donor relinquished dominion and control of the asset in favor of the institution. Neither losses nor gains realized by the institution's sale of the securities after their receipt, nor brokerage fees or other expenses associated with this transaction, should affect the value reported. Gifts of mutual funds are valued using the closing net asset value (NAV) on the date the asset is transferred to the College. Please note also that, per current policy, the College will promptly sell securities upon receipt.

**Contact Information:**
Office of College Advancement  
York College of Pennsylvania  
Grantley Hall  
York, PA 17403-3651  
Phone 717-815-1410; email mlake@ycp.edu.  

August 5, 2013