

Delivery Instructions for Gifting of Securities

Notification and coordination

If you would like to process an in-kind transfer gifting of securities to Easter Seals Hawaii Inc; please have your broker and or delivering party contact the following:

1. **Easter Seals Hawaii, Christine Lin at (925) 768-0438** or via email to Christine.Lin@catalight.org to let her know that you wish to process an in kind transfer gifting of securities and that you are making a gift in support of Easter Seals Hawaii Inc.
2. **First Hawaiian Bank's Institutional Wealth Management and Securities Processing Team namely:**
 - a. **Dean Murakami, our Account Administrator, at (808) 525-6126** or via email to dmurakami@fhb.com and iwmservicecenter@fhb.com to inform them about the gifting.
 - b. **Paul Alimbuyao at (808) 525-5724, or Aaron Ibara at (808) 525-5604**, or via email to their team email address market@fhb.com to provide them with detailed information of the securities that will be gifted (i.e. shares, security description, CUSIP number or ticker symbol and when to expect receipt, contact person etc.).

Valuation and Acknowledgement of your Gift

The value of the gifted security is the Fair Market Value (FMV) on the valuation date. If there is an active market for the contributed stocks or bonds on a stock exchange, in an over-the-counter market, or elsewhere, the FMV of each share or bond is the average price between the highest and lowest quoted selling prices on the valuation date. For example, if the highest selling price for a share was \$11, and the lowest \$9, the average price is \$10. You get the average price by adding \$11 and \$9 and dividing the sum by 2. (IRS Publication 561) You will receive an acknowledgement letter to use for tax purposes along with the stated valuation of the gift and confirmation that your gift will be in support of the campaign.

Information we need from you and where to send it

It is very helpful for us to receive a note from you confirming your gift along with your current address and contact information. And please let us know if your gift is made in honor or memory of someone. All correspondence should be mailed to:

**Easter Seals Hawaii Inc.
710 Green Street
Honolulu, HI 96813**

MAHALO NUI LOA for your gift and selecting Easter Seals Hawaii Inc as the beneficiary.

Depending on the type of securities being gifted, your broker must utilize the delivery instructions provided below:

SEI Private Trust Delivery Instructions

DTC Clearing Number:	SEI Private Trust Company DTCC Participant # 2663 FHB Account Number: 1233500 FHB Account Name: Easter Seals Hawaii Inc
ACAT Eligibility	ACAT Participant # 2663
Dividend Reinvestment:	Issue a certificate or set-up DRS (if eligible) for whole shares. Please liquidate all fractional shares and stop dividend reinvestment
For all cash, money markets and liquidations: *SEI will not accept money markets and/or cash reserve funds in-kind. If applicable, please liquidate and send as cash.	Liquidation Checks: FIRST HAWAIIAN BANK 999 Bishop Street, 3rd Floor Honolulu, Hawaii 96813 Make Checks Payable to: First Hawaiian Bank FFC: 1233500 FBO: Easter Seals Hawaii Inc. Funds Can Be Wired To: FIRST HAWAIIAN BANK ABA 121301015 Credit Account#01-000934 Account Name: Bancontrol FHB Trust For Further Credit to: Account Number: 1233500 Account Name: Easter Seals Hawaii Inc.
Mutual Fund Transfers:	See attached mutual fund instructions. If no instructions attached, please Contact SEI Private Trust Company: SEI Wealth Platform Free Movement Team /Hillside 3 One Freedom Valley Drive; Oaks, PA 19456 Team Line: 610-676-7896, Fax 484-676-3652 Email: GWSUSFREEMOVEMENTS@SEIC.COM * SEI will not accept money markets and/or cash reserve funds in-kind. If applicable, please liquidate and send it as cash.
Partial Transfers:	SEI Private Trust Company is authorized to accept PTDs sent via the ACAT system for all mutual funds, equities, and cash.
Physical Securities & Bearer Issues:	SEI Private Trust Company Attention: Physicals /Hillside 2 One Freedom Valley Drive; Oaks, PA 19456
Federal Reserve Bank Book Entry (Securities Only):	ABA Number: 042000013 FRB Mnemonic: US Bank N.A., Trust Sub Account: 1050/Trust For SEI Account # 001050985491 Further Party Info (or Free Text): SEI Account Number: 1233500 SEI Account Name: Easter Seals Hawaii Inc.
Options Deliveries:	* DO NOT ACCEPT

Limited Partnerships:	<i>* DO NOT ACCEPT</i>
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****ALL DELIVERIES MUST INCLUDE THE CLIENT'S NAME AND SEI PRIVATE TRUST COMPANY ACCOUNT NUMBER.***