

**Information Needed for Mutual Fund Gifts**

1. Mutual Fund Name:

2. CUSIP Number or Ticker Symbol:

3. Number of shares:

4. Please provide the name of the custodian/broker/bank, contact name, and phone number:

5. Donor’s Name:

Please contact Northern Trust (NT) with the information above as soon as you are notified of a MF gift. We will request a house account/bin number with the fund company and provide you with the information for the donor’s custodian/broker/bank. **This process takes approximately 15 business days.**

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