LETTER OF INSTRUCTION

ATTN: CARRYING/DELIVERING FIRM:_____

Please transfer the assets listed below in Section A into the appropriate account listed below in Section B, which is an account of Founding Family Charitable Foundation, a non-profit corporation as described in Section 501 (c) (3) of the Internal Revenue Code of 1986. **This transfer is to be completed on an expedited basis in accordance with AÍÎ Uniform Practice Code Rule 11870 and NYS´ Rule 412**. As owner(s)/trustee(s) of the assets listed in section A, I am transferring these assets pursuant to a contract already executed with Founding Family Charitable Foundation. Please ensure that all assets are transferred "in kind." If any of the assets are "not readily transferable," please transfer all other assets immediately, and transfer the "not readily transferable" assets as soon as possible thereafter. I am authorizing and instructing you to cooperate and communicate with representatives from Founding Family Charitable Foundation to expedite and facilitate this transaction. Thank you for your cooperation.

Section A: Assets to be Transferred ***DO NOT LIQUIDATZE SHARES***
From Account # _____ Account Name_____

Assets	Number of Shares	Registered Name
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Section B: Transfer off Asssets

Please Transfer Securities To:
Brokerage Firm: Charles Schwab & Co., Inc.
Account Name: Founding Family Charitable Foundation

Acount #: 61070413
FFCF FEIN: 11-3740238
DTC#: All deliveries MUST include client name and Schwab account number
Delivery to DTC Clearing 0164, Code 40
Address: 101 Montgomery St.
San Francisco, CA 94104
Phone: 1.800.536.4274

Please Transfer Cash/Fed-Wired Money To:
All deliveries MUST include client name and Schwab account number
Wire to: Citibank NA, 111 Wall Street, New York, NY 10043
ABA #: 021000089
FBO: Charles Schwab & Co., Inc.
A/C # 40553953
For further credit to the Account of
Founding Family Charitable Foundation
Account Number 61070413

Signature:_____
Date:_____

Signature Guarantee: