



## Donation of Publicly-Traded Securities to the Victoria Foundation

*Thank you for your interest in donating securities to the Victoria Foundation. A gift of publicly-traded securities, such as stocks, bonds or mutual funds, can be made to the Foundation.*

*Transferring securities is very easy to do; simply follow these instructions:*

1. Complete the information below and deliver pages 2 and 3 to your broker or financial advisor in order to carry out your instructions with regard to making a gift of securities to the Victoria Foundation. You may need your broker's assistance to complete this form or if we can be of assistance to you, please call us at 250.381.5532.
2. Your broker should contact our custodian, RBC Dexia Investor Services Trust, and send both this form and the securities directly to them.
3. Once the securities have been transferred to the Foundation's brokerage account, RBC Dexia Investor Services Trust will advise us in writing of the receipt of the securities and the closing market value on the day the securities were received into our account.
4. We will issue an official receipt to you, for income tax purposes, for the value as determined by RBC Dexia Investor Services Trust.
5. It is the Foundation's policy that securities, once received by the Foundation, may be sold or added to the Foundation's investment account in accordance with the Foundation's investment policies.

*Once again, we thank you for supporting our community. If you have any questions, please contact:*

**Louise MacDonald, Executive Administrator & Community Liaison**  
[louise@victoriafoundation.bc.ca](mailto:louise@victoriafoundation.bc.ca)

## Donation of Publicly-Traded Securities to the Victoria Foundation Brokerage Information

DATE: \_\_\_\_\_

TO: Delivering Firm (Donor's Broker) \_\_\_\_\_  
Branch \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_  
Name of Broker \_\_\_\_\_ email \_\_\_\_\_

FROM: Name of Donor \_\_\_\_\_  
Account # \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ email \_\_\_\_\_

### PLEASE TRANSFER THE FOLLOWING SECURITIES IN KIND TO THE BROKERAGE ACCOUNT OF THE VICTORIA FOUNDATION:

\_\_\_\_\_ shares of \_\_\_\_\_  
*(Number or dollar amount of shares)* *(Name of security)*

\_\_\_\_\_ shares of \_\_\_\_\_  
*(Number or dollar amount of shares)* *(Name of security)*

### Securities for the benefit of the Victoria Foundation may be received into the following accounts:

**CANADIAN SECURITIES**  
RTRA  
Re: The Victoria Foundation  
Account: 056570001

**EURO SECURITIES**  
Euroclear, Brussels  
Account #: 92282  
Account: 056570001

**U.S. SECURITIES**  
DTC #: 901  
Agent #: 80901  
T-Bills/Strips: ABA #: 021 000 018  
Institution #: 53372  
Account #: 298307  
Account: 056570002

**MUTUAL FUNDS**  
RBC Dexia Investor Services  
Pooled/Mutual Fund Operations  
RBC Dexia Investor Services Trust  
77 King Street West, 7th Floor  
Toronto, ON M5W 1P9  
Account: 056570001

## Donation of Publicly-Traded Securities to the Victoria Foundation Donor Direction

**THIS TRANSFER IS A CHARITABLE DONATION TO THE VICTORIA FOUNDATION:**

*Charity/BN Number 13065 0898 RR0001*

**PLEASE DIRECT MY GIFT AS A:**

**Permanent Gift**

To the Victoria Foundation - for the \_\_\_\_\_ Fund

**Pass-Through Gift**

Name of charitable organization \_\_\_\_\_

*(As all grants must be approved by the Foundation's Board of Directors, pass-through gifts may take up to 30 days to reach the charitable organization.)*

**I wish the Victoria Foundation to inform the recipient charity of my impending gift.**

**ACKNOWLEDGEMENT OF MY GIFT**

**I wish to remain ANONYMOUS to the recipient charity.**

**I wish my grant to be in the name of \_\_\_\_\_ (Fund or personal name)**

Donor's signature \_\_\_\_\_

**Please fax a copy of page 2 and page 3 of this form:**

**A) To the Victoria Foundation at : 250.480.1129**

**Victoria Foundation Contact:**

Susan Lucato, Finance Director: [susan@victoriafoundation.bc.ca](mailto:susan@victoriafoundation.bc.ca)

**AND**

**B) To our Custodian at: 1.866.615.0170**

**Custodian Contact:**

Derrick Johnstone, CFA

Client Service Manager, Investment Counsellor Services

RBC Dexia Investor Services Trust

1055 W Georgia Street, 6th Floor

Vancouver, BC V6E 3S5

Phone: 1.888.479.7741 Fax: 1.866.615.0170 [derrick.johnstone@rbcdexia-is.com](mailto:derrick.johnstone@rbcdexia-is.com)