



Gift of Securities

Donation Instructions

Thank you for considering a gift of securities to SurreyCares Foundation.

Prior to initiating your gift of securities, please contact SurreyCares Foundation's office at 604.591.2699 or info@surreycares.org to determine if we can accept the intended securities.*

Please have your financial advisor complete the attached *Authorization and Direction Form* and send a copy of the completed form to SurreyCares Foundation at info@surreycares.org

Please note your financial advisor MUST INITIATE the transfer of securities. Because the transfer is a charitable donation, SurreyCares Foundation's investment broker, CIBC Wood Gundy, cannot initiate the transaction.

Valuation and Sale of Securities

SurreyCares Foundation will issue a donation receipt to you for the value of the securities based on the last quoted trading price in normal trading hours on the date the securities are received into SurreyCares Foundation's brokerage account. Please note that the market will, in all likelihood, have moved either up or down between the time you give the instructions to transfer and the time we receive the securities. Once the securities are received by SurreyCares Foundation, they will be sold as soon as possible and the proceeds deposited into the identified fund.

This means, for example, that you could give instructions to transfer securities when they are worth \$11 each, receive a donation receipt for them when they are worth \$10 each, and have the proceeds of sale deposited to the fund at the Foundation when they are sold at \$9 each. We work to minimize, as much as possible, any differences in the value of securities during the transfer and sale period.

Timing

Please be aware that it is logistically very difficult, if not impossible, to transfer securities in the last weeks of December. As well, certain securities, such as mutual funds, can take several months or more to transfer, depending on the complexity of the gift. Avoid this risk by planning your gift well in advance.

Further Information

If you have any questions or require further information about making your gift, please contact our office at 604.591.2699. Thank you again for your trust in SurreyCares Foundation!

*Gifts of securities are subject to review by SurreyCares Foundation prior to acceptance and sale.



AUTHORIZATION AND DIRECTION FORM

Please note the sending financial advisor MUST INITIATE the transfer of securities, and forward this form to info@surreycares.org

Date: _____

This letter authorizes the transfer of the following securities currently owned by me/us from my/our account # _____ to SurreyCares Foundation account # _____ at [_____ Financial Institution] I/We further authorize the delivering institution to discuss the details of this transfer with FINANCIAL INSTITUTION, in order to facilitate this request.

Type of securities* (Please check) CDN Stock US Stock Mutual Fund

Number of securities: _____

Ticker symbol (if applicable) _____

Name of security: _____

Name of your financial advisor: _____

Name of financial advisor's company: _____

Financial advisor's contact info: Tel: _____ Email: _____

Gift to be anonymous? Yes No

(In order to properly recognize all donors for their contribution, SurreyCares Foundation will share your name, donation amount and contact details with the fund holder unless you have checked "Yes" to the anonymous box above.)

It is my/our understanding that the tax receipt will be issued based on the last quoted trading price during normal trading hours on the date that the securities are received into SurreyCares Foundation's account.

It is also my/our understanding that the above securities will be offered for sale as described in SurreyCares Foundation guidelines and the net sale proceeds will be credited to the following fund at SurreyCares Foundation:

_____ *(Fund name)*

Donor Name

Signature

Donor's Address

Donor's Email Address