

Please help us handle and acknowledge your gift appropriately by emailing this completed form to struthers@douglas.bc.ca or faxing to 604-527-5555, Attention –Sandy Struthers

In order to complete your donation, you must contact your investment advisor to arrange the transfer.

DONOR INFORMATION

Name of Donor

Address

Daytime Phone #

Email

TYPE OF SECURITIES I PLAN TO DONATE

Name of Securities

Number of Shares/Units Transferred

Approximate value of each share

Approximate total donation amount

Name of Donor's Advisor

Advisory Firm Name

Your Advisor's Phone #

Email

Name of Account and Account #

I understand that I will receive a gift-in kind tax receipt for these securities from Douglas College Foundation for the closing price, on the date these securities are received in the Douglas College Foundation account. These securities have been donated without restriction and will be sold on the same day as received by Douglas College Foundation.

Signature of Donor

Date

THE PROCESS IS SIMPLE

When you are ready to donate – the process involves two easy steps:

1. **Complete and send the Notification of Securities Transfer** to Douglas College Foundation and contact Sandy Struthers (604-527-5428) prior to the actual transfer of securities. At this time, we will provide you with our brokerage account information. Please note that this is for Douglas College Foundation records only and does not initiate transfer of the securities.
2. **Please instruct your advisor to initiate the transfer on your behalf to the Douglas College Foundation brokerage account at HSBC Securities Canada Inc.** Faxing this form to your investment advisor should be sufficient authorization.

Thank you for helping our students