

## Donation of Publicly Traded Securities Form

Please follow these steps to transfer your shares or mutual fund units to the Langley Memorial Hospital Foundation in electronic form.

1. **Contact the Langley Memorial Hospital Foundation** at 604-514-6043 to inquire if the Foundation is able to accept the specific securities.
2. If yes, please complete this form with your broker and request him/her to use the form to initiate the transfer. If you do not have a broker, please complete this form and fax it directly to your delivering institution.
3.
  - a) **Send a copy of this form by fax or email to our broker: RBC Dominion Securities**  
 ATTN: Sue McKinley  
 sue.mckinley@rbc.com or fax (604) 888-6504
  - b) **Send a copy of this form by fax or email to: Langley Memorial Hospital Foundation**  
 ATTN: Kate Ludlam  
 kate.ludlam@fraserhealth.ca or fax (604) 533-6439
4. Upon receipt of the transferred shares (which may take up to two days – or a few weeks in the case of mutual funds) and acceptance by Langley Memorial Hospital Foundation, the Langley Memorial Hospital Foundation will issue you a tax receipt for the average of the high and low trading prices of the securities on the date that they are received in Langley Memorial Hospital Foundation’s account and in accordance with Canada Revenue Agency regulations and Langley Memorial Hospital Foundation policy.

**5. Gift Designation (Optional)**

- Please have a Langley Memorial Hospital Foundation representative contact me to discuss **designating my gift** for a particular purpose.
- I have already discussed designating my gift and I confirm that I would like the funds to be used for the following purpose:

\_\_\_\_\_

**Thank you for your generosity in donating a gift of publicly listed securities to Langley Memorial Hospital Foundation.**

**If you have any questions, please call Kate Ludlam, Donor Relations, Major Gifts & Legacy Giving at (604) 514-6043. [www.lmhfoundation.com](http://www.lmhfoundation.com)**

**Donor / Transferor Information:**

Donor/Transferor: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, Province, Postal Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Account No. of Donor/Transferor at Delivering Institution: \_\_\_\_\_

**Donor’s Broker / Delivering Institution:**

Company Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

I hereby authorize and direct the transfer in kind of the following securities from the above noted account to RBC Dominion Securities (CUID# **DOMA** DTC# **5002**) for credit to:

Account # 839-07863-1-0: Langley Memorial Hospital Foundation

Security Description:	CUSIP/ISN/SEDOL#	# of shares / units:

**Authorization and Acceptance:**

\_\_\_\_\_  
 Signature of donor/client day/month/year

\_\_\_\_\_  
 LMH Foundation signatory day/month/year