

## Donation of Publicly Listed Securities to the Victoria Symphony

Thank you for your interest in donating securities to the Victoria Symphony. The following will help us ensure that your generous gift is efficiently welcomed:

1. Complete and sign page 2 of this document. Your broker or investment firm will provide the numbers and symbols requested and clarify any special circumstances that might delay the processing of your donation.
2. Submit the completed page to your broker or deliver it (with your securities) directly to our custodian, RBC Investor & Treasury Services. Details regarding the receiving institution have been filled in on the attached form.
3. Once the securities have been transferred to the Symphony's brokerage account, RBC Investor & Treasury Services will advise us in writing of their receipt and market value.
4. We will issue an official receipt to you, for income tax purposes, for the value as determined by RBC Investor & Treasury Services.

Please clarify whether you wish your donation to be directed to the **Victoria Symphony Society** (to support annual concerts and programming) and/or the **Foundation for the Victoria Symphony** (to be invested and used to support long term financial security and programs in perpetuity.) The option is given on the following page.

Again, we thank you for your generosity and dedication to the arts in Victoria. If you have any questions, please contact:

**Lorraine Tanner, Director of Development**

lorraine@victoriasymphony.ca  
250-412-1980

**Jennifer Paget, Director of Finance**

jenniffter@victoriasymphony.ca  
250-412-1984

Victoria Symphony  
620 View Street, Suite 610  
Victoria, BC V9W 1J6

**Donation of Publicly Listed Securities to the Victoria Symphony**

**RECEIVING INSTITUTION RBC Investor Services**

Please include the following details pertaining to securities: Description of Securities along with cusip and number of shares.

**Canadian Securities** CUID – RTRA Re: Client Name 186332001 Foundation for the Victoria Sym

**US Securities** RBC Investor Services DTC #:901 Account #:298307 Foundation for the Victoria Sym

**DONOR/ TRANSFEROR INFORMATION**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**DELIVERING INSTITUTION**

CUID: \_\_\_\_\_ DTC #: \_\_\_\_\_  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Email: \_\_\_\_\_

My donation is to be directed to:

**Foundation for the Victoria Symphony**

Account Number: 186332001  
 Charitable Registration No.: 119285278RR0001

**AND / OR**

**Victoria Symphony Society**

Account Number: 186332001  
 Charitable Registration No.: 119285286RR0001

\_\_\_\_\_ **\$ or %** \_\_\_\_\_

I hereby authorize RBC Investor & Treasury Services to initiate the transfer of the following securities from Donor/ Transferor account to the Receiving Institution indicated above:

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

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

\_\_\_\_\_  
 Donor/ Transferor Signature

\_\_\_\_\_  
 Date Signed

**PLEASE SEND A COPY (VIA MAIL, EMAIL, OR FAX) TO:**

**RBC Investor & Treasury Services      Attention: Ken Habal**  
 155 Wellington Street West, 3<sup>rd</sup> Floor, Toronto ON M5V 3L3  
 P: 416-955-5047   F: 416-974-6905   E: ken.habal@rbc.com