

Donation of Publicly Listed Securities to the Victoria Symphony or Foundation for the Victoria Symphony

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

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

jennifer@victoriasymphony.ca

250-412-1984

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

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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 Symphony

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

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 ATTN: Ken Habal
155 Wellington St W 3rd Floor, Toronto ON M5V 3L3
EMAIL: ken.habal@rbc.com P: 1-416-955-5253 F: 416-974-6905

PLEASE SEND A COPY VIA EMAIL TO: ATTN: Lorraine Tanner lorraine@victoriasymphony.ca