

Please note that Hanover & District Hospital Foundation is unable to issue an income tax receipt until we are aware of your donation. In order to ensure prompt and accurate receipting of your donation, **prior to transferring securities to our account, please email this form to:**

Hanover & District Hospital Foundation

90 7th Ave
Hanover, ON N4N 1N1

P: 519-364-2340 X 203
E: foundation@hdhospital.ca

Donor Information

First Name _____ Last Name _____

Mailing Address _____

City _____ Province _____ Postal Code _____

Phone _____ Email _____

Description of Securities - Equities/Mutual Funds/Bonds

This letter will confirm my intention to donate the following securities to HDH Foundation:

Security Description _____ Quantity _____ CUSIP/ISIN/
FUND CODE _____

Security Description _____ Quantity _____ CUSIP/ISIN/
FUND CODE _____

Broker/Delivering Custodian Information

Name of Firm _____ FINS # _____ Phone _____

Name of Broker _____ Broker email _____

Account Name _____ Client Account Number _____

Gift Designation

- Highest Priority Needs of HDHF (default); OR
- Specific Designation:

Donor Authorization

Signature _____

Date _____

(To view transfer details to provide to your broker, please see next page.)

To transfer securities, please advise your broker of the following details:

Transfer to:

Receiving Institution: Scotiitrust

**40 King St. West, P.O. Box 4085
Station A, Scotia Plaza, Toronto
M5W2X6**

**FINS# T525 CUID# BNSC
DTC# 4816 Intermediary Code: BNSG**

**Account Name: Hanover & District Hospital Foundation
Account# 7802479514**

To donate your gift of stock to Hanover & District Hospital Foundation, please follow the following steps:

1. Download and complete all sections of the transfer form including the CUSIP # (which is provided by your broker/investment advisor) of the assets being transferred. In order to facilitate the transfer and ensure you receive your official receipt for income tax purposes, please return a copy of the completed form to the finance department at SickKids Foundation. Forms can be emailed to: foundation@hdhospital.ca, or sent by mail to:

Hanover & District Hospital Foundation

90 7th Ave

Hanover, ON N4N 1N1

Phone 519-364-2340 x 203

NOTE: Forms sent by mail will delay the start of the transfer process, and may affect the ultimate receipt value. Please notify the Foundation by telephone at 519-364-2340x203 if you send by mail.

2. In order to initiate your electronic transfer, please forward a copy of the completed transfer form to your broker/investment advisor.
3. Please inform the Foundation once the transfer has been completed. Unexpected and/or unidentifiable transfers may make it difficult for us to issue the appropriate tax receipt.
4. Please be advised that the value of the donation receipt will be based on the closing price of the security, on the day the securities are received by the Foundation's custodian, in accordance with our Board Policy and Revenue Canada Regulations.