



Whether the securities are held as paper certificates, or in a brokerage account, it is important to know that the ownership of the shares must be transferred to us. You/your broker cannot sell them first in order to realize the tax benefits of donating shares to the WDMH Foundation.

1. To transfer securities electronically, please complete "[Shares/Securities Letter of Intent, FORM 1](#)" with your broker, and give copies to your broker as well as the WDMH Foundation.

2. Your broker should contact and deliver the form and transfer the securities to our agent, RBC Dominion Securities

Account of: WDMH Foundation

Receiving Institution: RBC Dominion Securities Inc.

Contact: Kathy Hunt, CIM, FMA, FCSI, Portfolio Manager

Phone: 613-345-7074 OR Toll-Free: 1-800-567-0533 Fax: 613-345-7707

Email: [kathy.hunt@rbc.com](mailto:kathy.hunt@rbc.com)

3. The Foundation will be advised by RBC Dominion Securities once the securities have been transferred to the brokerage account.

4. The value of the official income tax receipt will be for the value of the shares/securities when they settle into the Foundation's brokerage account, as this is when the transfer of property is deemed to have taken place. Donated securities will be sold immediately by the Foundation, as stated in the investment policies of the Foundation.

5. Securities that are held within a trust or held in dividend reinvestment plans may require the additional step of certificating the stock in your name before the transfer can be completed to the WDMH Foundation.

6. If you hold share certificates in paper form, please endorse each one of the shares or make them payable to the WDMH Foundation. Please send the shares by courier, or deliver in person, directly to the Foundation office, located in the lobby of the hospital. The Foundation will then send the shares on to its Investment Broker. Please note, the printed shares must still be submitted with the "[Shares/Securities Letter of Intent, FORM 1](#)" described above.

WDMH Foundation  
566 Louise Street  
Winchester, Ontario  
K0C 2K0