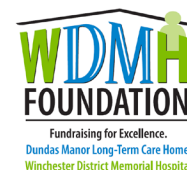


# How to Donate Shares and Securities to the WDMH Foundation



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 one of the tax benefits (avoiding capital gains) of donating shares to the WDMH Foundation.

1. To transfer securities electronically, please complete our “Letter of Intent, FORM 1” with your broker, and give copies to your broker as well as to the WDMH Foundation.
2. Your broker will need to contact our broker, and send to them your completed Form 1. This will initiate the transfer of securities. Our broker is RBC Dominion Securities and their details are:  
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
3. The WDMH Foundation will be advised by RBC Dominion Securities once the securities have been transferred to the brokerage account.
4. The value of your official charitable income tax receipt will be for the value of the shares/securities when they settle into the WDMH 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 WDMH Foundation, as per WDMH Foundation policy.

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 WDMH Foundation office, located in the lobby of the hospital. The WDMH Foundation will then send the shares on to its broker. Please note, the printed shares must still be submitted with our “Letter of Intent, FORM 1” described in Step 1.

\*As per WDMH Foundation Policy, we recommend gifts of liquid securities and not illiquid securities. Please be sure to discuss with your broker to ensure your gift will have the impact you want.

**You choose if your gift will support Dundas Manor Long-Term Care Home, Winchester District Memorial Hospital – or both! Please see our WDMH Foundation Funds – or reach out to us.**

## Community. Care. Close to Home.

For more information, please contact us.

**Erin Kapcala, Manager of Major and Planned Giving**  
Telephone: 613-774-2422 Ext. 6769 | Email: ekapcala@wdmh.on.ca

Or just drop in at our office in the hospital lobby!

WDMH Foundation | 566 Louise Street, Winchester, Ontario K0C 2K0

Charitable Registration Number: 89282 4368 RR0001

This information, obtained from various sources, is believed to be reliable, but its accuracy cannot be guaranteed. This information is not intended as legal, financial or tax planning advice. When considering any planned gift, you should always consult your professional advisors to determine the applicability for your specific circumstances.

