



## INSTRUCTIONS FOR TRANSFER OF PUBLICLY TRADED SECURITIES

Centre for Addiction and Mental Health Foundation (the “Foundation”) appreciates your donations. Under current tax regulations, your donation of publicly traded securities is exempt from capital gains tax **only** when you transfer the securities *in specie* or in-kind to a charity.

### Electronic Transfer - Canadian and U.S. Securities

1. In order to facilitate the transfer, the donor must forward a completed and signed *Direction and Notification of Gift of Securities* (one form for each publicly traded security) for the securities being transferred, to their brokerage institution.
2. The donor’s brokerage institution will arrange for the electronic transfer of shares to the Foundation’s broker:

CIBC Wood Gundy Inc.

for the account of: Centre for Addiction & Mental Health Foundation

Account #: **415-08908-22.**

3. You should also send a copy of *the Direction and Notification of Gift of Securities* forms, at least one business day prior to the transfer, to

Centre for Addiction & Mental Health Foundation

Attention: Greg King, VP Finance & Admin

Email: [greg\\_king@camh.net](mailto:greg_king@camh.net)

Tel: (416) 535-8501 ext. 4561

Fax: (416) 979-6910

This form will help us link the appropriate donor information to the donation. Electronic transfers fulfill industry requirements and do not provide sufficient information for the Foundation to properly identify the donor.

4. The Foundation will issue a receipt for income tax purposes. The value of the receipt will be determined by the Fair Market Value of the securities on the date the securities are received in the Foundation’s brokerage account, based on the closing price of the market that day. In accordance with our Board Policy, securities will be sold as soon as possible.



**Direction and Notification of Gift of Securities**

**Donor Information:**

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Securities Being Transferred From:**

Name of Donor's Broker/Institution: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name of the Security: \_\_\_\_\_

CUSIP Number of the Security: \_\_\_\_\_

Number of Shares/Units: \_\_\_\_\_

Approximate Date of Transfer: \_\_\_\_\_

**Securities Being Transferred To:**

Account Name: Centre for Addiction and Mental Health Foundation  
Account #: **415-08908-22**  
CIBC Wood Gundy Inc.  
200-100 Simcoe Street, Toronto  
Contact: Lira Lamaca  
Telephone: (416) 594-7955  
Fax: (416) 594-7951  
Email: [lira.lamaca@cibc.ca](mailto:lira.lamaca@cibc.ca)

FINS: T079 DTC: 5030 CUID: WGBD Euroclear: 10034 (BK of NYC/WGI) Dealer #: 9280 Rep Code: SH2 ABA # 021000018
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Donor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Charitable Registration No. 10693 2320 RR0001