



# Transfer Securities Form

Please follow these steps to transfer your shares or mutual fund units to **Sunshine Coast Community Services Society (SCCSS)** in electronic form.

1. Please complete this form with your broker and request them to use the form to initiate the transfer. If you do not have a broker, please complete this form and fax it directly to your delivering institution.
2. **a) Copy this form by email** to our broker Investors Group Securities Inc. at transfer-in@ig.ca or fax to Investors Group at 1-866-202-1923.  
  
**b) Copy by email to SCCSS** at finance@sccss.ca or fax to 604-885-9493.
3. Upon receipt of the transferred shares (which may take up to two days – or a few weeks in the case of mutual funds) and acceptance by SCCSS, SCCSS will issue you a tax receipt for the average of the high and low trading prices of the securities on the date that they are received in SCCSS's account and in accordance with Canada Revenue Agency regulations and SCCSS policy.
4. **Gift Designation**

Please designate my gift to:

- highest priority needs
- specific purpose:

\_\_\_\_\_

Please have a Sunshine Coast Community Services representative contact me to discuss **designating my gift** for a particular purpose or particular program area.

**Thank you for your generosity in donating a gift of publicly listed securities to Sunshine Coast Community Services Society.**

[www.sccss.ca](http://www.sccss.ca)

## Donor/Transferor Information:

Donor/Transferor: \_\_\_\_\_

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

City, Province, \_\_\_\_\_

Postal Code: \_\_\_\_\_

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

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

Account No. of Donor/Transferor at Delivering Institution \_\_\_\_\_

## Donor's Broker/Delivering Institution:

Company Name: \_\_\_\_\_

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

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

Fax: \_\_\_\_\_

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

**I hereby authorize and direct the transfer in kind of the following securities from the above noted account to Investors Group Securities Inc. (IGSI) (CUID#:NBCS, DTC Participant ID: 5008) for credit to: Account #IG11639259: Sunshine Coast Community Services Society**

| Security Description: | CUSIP/ISIN/<br>SEDOL# | # of shares/<br>units: |
|-----------------------|-----------------------|------------------------|
|                       |                       |                        |
|                       |                       |                        |
|                       |                       |                        |

## Authorization and Acceptance:

\_\_\_\_\_  
Signature of donor/client day/month/year

\_\_\_\_\_  
Sunshine Coast Community Services signatory day/month/year

**Questions?** If you have any questions, please telephone Sunshine Coast Community Services Society at 604-885-5881.

Charitable Business #10805 2630 RR0001