

UNIVERSITY OF WINNIPEG

FOUNDATION

Instructions for Share Trading

The University of Winnipeg Foundation

Charitable Registration # 865171045RR0001

In order to ensure that a donation of securities is processed in a timely fashion, and that the donor receives their acknowledgment and receipt in a timely manner, we ask that the following information be provided to The University of Winnipeg Foundation in advance of the donation of shares.

Date: _____

Donor Name: _____

Name of Security Donated: _____

Number of Shares Donated: _____

Amount of Donation: _____

Fund donation is to be credited to: _____

Originating Broker: _____

Account #: _____

Donor Signature: _____

Other Special Instructions (if any): _____

Authorized by: _____

Please return this form to the individual listed below, this will ensure the proper fund gets credited, and that the donor is acknowledged and receives their receipt in a timely manner.

Ms. Dallas Goulden, Director of Finance
The University of Winnipeg Foundation
901-491 Portage Ave
Winnipeg, MB R3B 2E4
Phone: (204) 988-7574 Fax: (204) 775-2356
e-mail : d.goulden@uwinnipeg.ca

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The University of Winnipeg Foundation

Charitable Registration # 865171045RR0001

To complete a share transaction with the University of Winnipeg Foundation, please provide the following information to your financial institution or investment advisor.

- (1) Pay To: RBC Dominion Securities
3100 – 201 Portage Avenue
Winnipeg, Manitoba
R3B 3K6

Account No. 783-31556-1-2 (University of Winnipeg Foundation)
DTC # 5002
CU ID # DOMA
Dealer/Rep # 9190 /N21
Attention: Dan Childerhouse
Phone # (204) 982-4286

- (2) The transacting financial institution or investment advisor should forward an e-mail to the Finance department of The University of Winnipeg Foundation indicating who the shares were traded for and the number and value of the shares traded.

Dallas Goulden
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Winnipeg, MB R3B 2E4
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e-mail: d.goulden@uwinnipeg.ca

PLEASE NOTE: *As per Canada Revenue Agency guidelines, a tax receipt will be issued for the fair value of the security on the date the securities are received by the Foundation's assigned broker/agent working on our behalf. For securities that are traded on a prescribed stock exchange, the fair value will be the closing bid price on the date the securities are received by the Foundation's broker/agent. All securities received by virtue of a charitable gift will be immediately sold and/or reinvested in accordance with the Foundation's investment policies.*