

## Protocol for Donation of Shares to St. Mary's Hospital Foundation

Prior to sending any "in kind" share donations, donors and/or their brokers should contact the Foundation (514) 734-2694 as well as the investment manager's office directly:

### **Letko Brosseau & Associates**

Contact: Heidi Rodier  
1800 McGill College, suite 2510  
Montreal, Quebec, H3A 3J6  
(514)-499-1200 and/or 1-800-307-8557  
Email: heidi.rodier@lba.ca

### **Electronic Transfers**

1. The donor should instruct his/her broker to transfer shares from his/her brokerage account to the Foundation's account at RBC Investor and Treasury Services as follows:

#### **For Canadian shares:**

CUID: RTRA  
FINS# (Financial Institution Number): T720  
Custodial account number: 111809001

#### **For US shares:**

DTC 901  
Agent ID: 80901, Institutional ID: 53372  
Custodial account number: 111809002  
Bank of NY account 298307

Our contact at RBC Investor and Treasury Services is Sheila Watt at 514-876-2672.

2. The donor should complete the attached form: DONATION of SHARES and fax or mail it to Bonnie Roach at the St. Mary's Hospital Foundation. This information will direct us to properly issue the tax receipt for income tax purposes.

### **Giving Physical Share Certificates**

1. If the shares are transferred physically, the donor needs to sign the back of the certificate and sign an RBC Investor and Treasury Services power of attorney (copy attached). One power of attorney is required for each certificate.

Please send these documents to our investment manager:

### **Letko Brosseau & Associates**

Contact: Heidi Rodier  
1800 McGill College, suite 2510  
Montreal, Quebec, H3A 3J6

2. The donor should complete the attached form: DONATION of SHARES and email, fax or mail it to Bonnie Roach at the St. Mary's Hospital Foundation. This information will direct us to properly issue the tax receipt for income tax purposes.

Bonnie Roach can be reached at (514) 345-3511 ext. 5059.

**NOTE: Tax receipts will be issued when the donated securities have been received into the St. Mary's Foundation account at RBC Investor and Treasury Services. The amount of the donation will be determined by the value of the closing bid price of the donated shares on the date of receipt.**

## DONATIONS OF SHARES

### Donor's Information:

Title: \_\_\_\_\_ First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

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

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

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

CUID: \_\_\_\_\_

### Description of Donation

Amount of Shares: \_\_\_\_\_

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

Symbol: \_\_\_\_\_

Electronic Transfer           Physical Transfer

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

### Please direct my gift to:

Please direct my gift to the area of greatest need

OR

Other (*specify*): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## IRREVOCABLE POWER OF ATTORNEY

For Value received the undersigned hereby sells, assigns and transfer unto

\_\_\_\_\_ (Name of Transferee)

of \_\_\_\_\_ (Address)

(a) \_\_\_\_\_ shares of the \_\_\_\_\_ (Class)

\_\_\_\_\_ Capital Stock

(b) \$ \_\_\_\_\_ % \_\_\_\_\_ (Description of Bonds, debentures or other securities)

of \_\_\_\_\_ (Name of Corporation)

standing in the name of the undersigned on the books of the said Corporaiton represented by

certificate(s) No.(s) \_\_\_\_\_

and hereby irrevocably constitutes and appoints \_\_\_\_\_ (This space should be left blank)

the attorney of the undersigned to transfer the said securities on the books of the said Corporation with full power of substitution in this matter:

Dated \_\_\_\_\_

Witness(es) only sign here

In the presence of:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person(s) executing the power sign here

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Space for  
Guarentees of  
Signatures Etc