



Authorization to Transfer Publicly Traded Securities to B.G.C. Stewardship Foundation

Donation transfer process

STEP 1 Please complete this form with your broker and request then to initiate transfer to B.G.C.-SF's account at RBC . Please do not transfer securities to B.G.C.-SF's account without completing Step 2

*Securities, 204- 1st Ave. South, Lethbridge, AB. T1J 0A4 P: 780-438-9127 F: 780-435-2478
Attn: Transfers In, BGC-SF
Account # 731-35782-1-8
BN# 897214193RR0001*

STEP 2 Immediately fax this completed form to the B.G.C.-SF office Attention: Art Maitland at 780-435-2478 along with the *Request for Charity Beneficiary form.*

STEP 4 Upon receipt and sale of the transferred shares, B.G.C.-SF will issue an official tax receipt based on the closing price recorded on the day the securities are received into B.G.C.-SF's account.

STEP 3 Transfer shares to B.G.C.-SF account: *RBC Dominion*

Donor's Contact Information

Donor Name _____

Street Address _____

City/Province _____

Postal Code _____ Phone _____

Email _____ Donor's Brokerage Account # _____

Donor's Broker Information

Brokerage Firm Name _____ Broker / Adviser _____

Street Address _____

City/Province _____

Postal Code _____ Phone _____

Email _____

Number of Shares/Units	Symbol or Name of Security	CUSIP # (if known)

I understand that this gift of securities is irrevocable and in order to receive a charitable tax receipt for the current tax year the securities must be received in B.G.C.-SF's account at B.G.C.-SF brokerage institution on or by December 31, and that B.G.C.-SF's not responsible if the securities are not received in its account by that date. I understand that I will receive a gift-in-kind tax receipt from B.G.C.-SF based on the closing price on the date that the securities are received in B.G.C.-SF's Account and that the B.G.C.-SF retains

Signature of Donor _____ Date _____

Signature of Co-Owner, if applicable _____ Date _____

- Notes**
1. Securities will be liquidated for immediate distribution to your charities. (See *Request for Charity Beneficiary form* for details.)
 2. In order to complete this request B.G.C.-SF **must receive both** the *Authorization to Transfer form* and the *Request for Charity Beneficiary form*. Unexpected and/or unidentifiable transfers may prevent or delay B.G.C.-SF from issuing a tax receipt.
 3. An administration fee may be applied. If the distribution includes a BGCC member organization, the fees will be minimal.
 4. B.G.C.-SF will not be held responsible for fluctuation in securities between transfer and liquidation dates.

BGC Stewardship Foundation

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