

INSTRUCTIONS**University Contact Information**

Please e-mail, fax or send this completed form to :

Josselyn Foscolo

Manager, Gift Processing

Advancement Services

Tel.: 613-562-5800 (3262)

Toll Free: 1-888-352-7222

Fax: 613 562-5127

University of Ottawa Charity Registration Number: 11927 8877 RR0001

190 Laurier Avenue East

Ottawa, ON

K1N 6N5

Email : securities@uOttawa.ca**University Broker Contact Information****CIBC Wood Gundy**

A/C : 475-02011-15

CUID : WGDB

FIN : T079

DTC : 5030 (for US transfers)

Account name: Université d'Ottawa

O Bergstrand

Tel.: 613-783-7840

Toll Free: 1-800-267-9345 poste 7840

Fax: 613-239-2917

Email: lorrie.bergstrand@cibc.ca**Discount Broker**

If your donation is done through a Discount Broker, please ask your Discount Broker for the appropriate form required to initiate the transfer from your account. You will need to include our CIBC account number above.

Valuation

The value of your charitable tax receipt will be based on the market closing price on the day that uOttawa receives your stock or securities in its brokerage account.

* Please note that this form is for the University of Ottawa's records and does not initiate the transfer of securities.

DONOR INFORMATION

Last Name

First Name

Street Address

Apartment, Unit #

City

Province

Postal Code

Phone

Cell.

Fax

Email

TYPE OF SECURITY I PLAN TO DONATE

Number of Shares

Name of Security

Exchange

Broker's Name

Financial Institution

Address

City

Province

Postal Code

Phone

Fax

Email

Purpose of Gift or Designation

Donor's Signature

Date

Thank you for making a gift of securities to the University of Ottawa

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DEVELOPMENT

Name of Executive Director
or Director, Development

Signature

Date

GIFT PROCESSING

Raiser's Edge Constituent I.D.

Existing Fund

Raiser's Edge Fund I.D.

FOAP Banner Code

New Fund to be created

TREASURY

Number of shares

Name of security

Date Received

Value upon Receipt

Sale Date

Net Sale Proceeds

Name of Treasurer

Signature

Date

FINANCIAL SERVICES

Transfer Date

Transfer Value

Account (FOAP)

Name of Director

Signature

Date