



When comfort matters most

Thank you for considering a donation of securities to Hospice Care Ottawa!

We strongly recommend that you consult with your financial advisor(s) before initiating any type of donation. This will ensure that you receive professional advice that is tailored to your personal financial and tax situation.

The information below will help ensure that you and your broker have all of the details that you require so your donation is completed efficiently.

Hospice Care Ottawa Brokerage Account

CIBC Wood Gundy (Ottawa O'Connor Branch)

Kevin Bon, CFA, First Vice-President/Investment Advisor

kevin.bon@cibc.ca

Tel. (613) 783-7881

150 Elgin Street, Suite 2100

OTTAWA, Ontario, K2P 1L4

You may also contact:

Lisa Stark, Investment Advisor Assistant to Kevin Bon

lisa.stark@cibc.ca

Tel. (613) 783-7838

Fax (613) 239-2917

Toll Free: 1-800-267-9345

Receiving Institution Information:

CIBC Account Transfer Department

161 Bay Street, 4th Floor

Brookfield Place, P.O. Box 500

TORONTO, Ontario M5J 2S8

CUID: WGDB

FINS # T079

Mutual Fund Dealer # 9280

Mutual Fund Rep Code Z50

Hospice Care Ottawa Account Number **475-14669-15**

Central West Hospice
1400 Carling Avenue
Ottawa, ON K1Z 7L8
Tel: 613.688.4579
Fax: 613.729.4055

May Court Hospice
114 Cameron Avenue
Ottawa, ON K1S 0X1
Tel: 613.260.2906
Fax: 613.260.5510

Ruddy-Shenkman Hospice
110 McCurdy Drive
Kanata, ON K2L 2Z6
Tel: 613.591.6002
Fax: 613.591.7002



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Valuation and Tax Receipting

Hospice Care Ottawa will issue a charitable tax receipt for the fair market value of the securities based on the value at the close of trading on the date that the securities are received in our account.

Sample Letter of Authorization

Your broker may have their own Letter of Authorization or Transfer Instructions that they will require you to complete and sign. If not, we have provided a sample letter for your convenience. Could you please fax or scan and email a copy of this letter to Hospice Care Ottawa, Attn: Sue McIntosh, Fax (613) 260-5510 or susan.mcintosh@hospicecareottawa.ca. By notifying us that you've initiated the transfer, we can follow up with CIBC Wood Gundy if necessary.

Thank you for supporting Hospice Care Ottawa!

Susan McIntosh
Hospice Care Ottawa
Manager, Fund Development
114 Cameron Avenue
Ottawa, ON K1S 0X1
Tel. (613) 260-2906 Ext. 224 (May Court Hospice)
Tel. (613) 591-6002 Ext. 24 (Ruddy-Shenkman Hospice)
susan.mcintosh@hospicecareottawa.ca

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