

SAMPLE LETTER OF AUTHORIZATION

Date

John Smith, Broker
ABC Securities
123 Main Street
Ottawa, ON

Dear Mr. Smith:

It is my intent to donate (*number*) shares of (*name of security*) to **Hospice Care Ottawa**. To my knowledge, these securities are not subject to restrictions on their sale or disposition and I am not aware of any material undisclosed information concerning the shares.

I request that you transfer these shares from my account # _____ to CIBC Wood Gundy account # 475-14669-15 CUID WGDB as soon as possible.

My current address and contact information:

Address
City/Province/Postal Code
Home Telephone Number
Business Telephone Number
Email address

Signed by donor

c.c. Susan McIntosh, Hospice Care Ottawa
Fax (613) 260-5510
Email susan.mcintosh@hospicecareottawa.ca