



Gift of Securities

Donation Instructions

Thank you for considering a gift of securities to the Vancouver Writers Fest.

Please have your financial advisor complete the attached *Authorization and Direction Form* and send a copy of the completed form to:

Lauren Dembicky-Polivka, Vancouver Writers Fest

email: ldembicky@writersfest.bc.ca

Christina Anthony, Odlum Brown

email: canthony@odlumbrown.com

fax: 604-844-5432

Please note your financial advisor MUST INITIATE the transfer of securities. Because the transfer is a charitable donation, the Vancouver Writers Fest's investment broker, Odlum Brown, cannot initiate the transaction.

Valuation and Sale of Securities

The Vancouver Writers Fest will issue a donation receipt to you for the value of the securities based on the last quoted trading price in normal trading hours on the date the securities are received into Vancouver Writers Fest's brokerage account. Please note that the market will, in all likelihood, have moved either up or down between the time you give the instructions to transfer and the time we receive the securities.

Once the securities are received by Odlum Brown, they will be sold as soon as possible and the proceeds deposited into the Vancouver Writers Fest's account.

Further Information

If you have any questions or require further information about making your gift, please contact our Development Manager, Lauren Dembicky-Polivka, at 604-262-1190 or ldembicky@writersfest.bc.ca.

Your broker may contact Christina Anthony and her team at Odlum Brown by phone at 604-669-8310.

Thank you again for thinking of the Vancouver Writers Fest for your donation!

AUTHORIZATION AND DIRECTION FORM

Please note the sending financial advisor MUST INITIATE the transfer of securities, and forward this form to ldembicky@writersfest.bc.ca (Vancouver Writers Fest) and canthony@odlumbrown.com (Odlum Brown).

Odlum Brown's address: 1100 – 250 Howe Street CUID #: OBLV
Vancouver, BC
V6C 3S9

Date: _____

This letter authorizes the transfer, as a charitable gift, of the following securities currently owned by me/us from my/our account # _____ to the following Vancouver International Writers Festival Society's at Odlum Brown:

- Canadian Securities Account # 01503258
- US Securities Account # 03030569

I/We further authorize the delivering institution to discuss the details of this transfer with Odlum Brown, in order to facilitate this request.

Full Name of Security: _____ CUSIP #: _____

Market Symbol: _____ Number of Shares/Units to transfer: _____

Name of your financial advisor: _____

Name of financial advisor's company: _____

Financial advisor's contact info: Phone #: _____ FINS #: _____

Email: _____

Gift to be anonymous? Yes No

It is my/our understanding that the tax receipt will be issued based on the last quoted trading price during normal trading hours on the date that the securities are received into the Vancouver International Writers Festival Society's account with Odlum Brown.

Donor Name

Signature