



GIFT OF SECURITIES INSTRUCTIONS

Subject: Donation of Securities to Alberta Children's Hospital Foundation

Thank you very much for thinking of the kids and families in the Hospital and choosing to invest in improving child health. All gifts of securities to Alberta Children's Hospital Foundation are documented by execution of a Deed of Gift of Securities (attached).

STEP 1. The donor will execute the Deed of Gift and return it to the Foundation. For your convenience the Deed may be returned to the Foundation by email smercier@achf.com.

STEP 2. The Foundation will review the Deed of Gift and decide whether it can accept the gift of securities. The Foundation may need to obtain professional advice and services when assessing the gift of securities.

Acceptance occurs when the Deed of Gift is executed by the Foundation.

For the purpose of valuation, the fair market value will be determined on the date the securities are received by Peters & Co. As a general rule fair market value shall be the **closing price** of the securities on the date of receipt by Peters & Co.

STEP 3. The Foundation will provide the donor and Peters & Co. with an executed copy of the Deed of Gift.

STEP 4. Once Peters & Co. confirms receipt of and valuation of the gift of securities as described in the Deed of Gift, the Foundation may issue a charitable donation or acknowledgement receipt to the donor.

Steps to assist in making a gift of securities to Alberta Children's Hospital Foundation:

A. Electronic Transfer (Broker to Broker):

1. The donor will notify his/her broker of intent to gift securities to the Foundation.
2. The Foundation maintains a trading account with Peters & Co. Limited;
 - Our Financial Institution Number is #T077; and;
 - Our Account is #01501592.
3. Instruction to Peters & Co. Limited should indicate **“for deposit to the account of Alberta Children's Hospital Foundation, account #01501592”**.

B. Manual Transfer of Share Certificate:

1. Where the share certificates are registered in the donor's name, the donor will need to provide:
 - the share certificate(s);
 - signed Power of Attorney to effect a transfer of shares (forms can be supplied by the Foundation), together with a letter stating that the share certificate(s) are for deposit to the account of the Alberta Children's Hospital Foundation.

The share certificates should be UNSIGNED and hand delivered or sent by courier to the Foundation's broker:

Ms. Kim Bottrell
Private Client Assistant
Peters & Co Limited
2300 Jamieson Place
308 4 Ave SW
Calgary, AB T2P 0H7

Direct: 403-261-2236
kbottrell@petersco.com

CUID #: 'PECC' DTC
#: 5014

If you are using a courier, for security reasons we strongly suggest you use a **separate** courier for the Power of Attorney.

2. Where the share certificate can be registered to the Foundation's name, the donor should request his/her financial institution to register the share certificate(s) to "**Peters & Co. in trust for the Alberta Children's Hospital Foundation**".

The share certificate(s) can then be delivered and deposited directly into the Foundation's account at Peters and Co. at their address as noted above.

If you have any questions, please contact
Sheelagh Mercier at 403-955-8837 or smercier@achf.com
or Krista Lanigan at 403-955-8844 or klanigan@achf.com
or Reception at 403-955-8818.

Thank you again for making a gift of securities to the Alberta Children's Hospital Foundation.

DEED OF GIFT OF SECURITIES

THIS DEED made as of the _____ day of _____, _____

by:

Name and contact details of donor

Name and contact details of transferring broker

WHEREAS the Donor desires to give to the Alberta Children's Hospital Foundation, a charitable foundation as defined by Canada Revenue Agency (CRA) and having its head office in the City of Calgary and Province of Alberta (hereinafter called the "Donee"), a gift of securities in the aggregate value of approximately \$ _____ (based on a share price of \$ _____) represented by _____ shares and/or units of the following securities:

(hereinafter called the "Gift"), and

WHEREAS the Donor acknowledges the Gift is made beneficially to Alberta Children's Hospital Foundation

And

WHEREAS the Donee by its signature appended hereto does hereby agree to accept this Gift on the following terms and conditions,

THE DONOR HEREBY STATES as follows:

1. The Donor requests that the proceeds of the Gift be held and managed by the Alberta Children's Hospital Foundation [*if undesignated include: "and used for its charitable purposes"; if designated include: "for the following purpose(s) _____"*].
2. The Donor hereby irrevocably gifts, transfers, assigns, delivers and conveys all its right, title and interest in and to the Gift to the Donee free and clear of all claims, liens and encumbrances whatsoever, no consideration whatsoever being given for the Gift by the Donee to the Donor.
3. This Deed of Gift is intended to operate as an actual transfer and conveyance of the Gift from the Donor to the Donee as at the effective date of this conveyance, which date shall be the date on which this Deed of Gift is executed by the Donee.
4. For valuation purposes, the fair market value will be determined on the date the Gift is received by Peters & Co. and/or delivered to the Alberta Children's Hospital Foundation. As a general rule fair market value shall be the **closing price** of the securities comprising the Gift on the date of receipt by Peters & Co.

5. Following execution of this Deed of Gift by both the Donor and the Donee, the Donor hereby agrees to immediately transfer the securities to Peters & Co. Limited, the procedure for which is set out step by step in the Gift of Securities Instructions.

EXECUTION AND ACCEPTANCE:

The Donor has executed this Deed of Gift on the date written immediately beside the Donor's signature below:

Donor

Date

The Donee hereby accepts and acknowledges receipt from the Donor of the Gift conveyed to the Donee under this Deed of Gift on the date written immediately beside the Donee's signature below:

Alberta Children's Hospital Foundation

Date

Name and Title