

Three easy steps to make a stock donation that makes a difference to your community.

Step 1:

Please complete all sections of the securities transfer form attached.

For privacy reasons, your broker cannot disclose your name to us, so please complete the Donor Information section, including your daytime phone number with area code. Your advisor/broker will provide the CUSIP # which acts like a transaction number in case the transfer needs to be tracked.

Step 2:

Please notify us at Ross Creek / Two Planks for processing.

Fax a copy of the completed transfer form to Ross Creek.

This step is important because securities are transferred into our account without your name. We value every gift and want to provide you with an accurate tax receipt and appropriate recognition to honour your donation. Therefore, it is important for us to receive your name and address details.

Fax #: (902) 582-7943

Contact info:

Ms. Chris O'Neill, Executive Director

Ross Creek Centre for the Arts
Box 190, 555 Ross Creek Road
Canning, NS B0P 1H0

Ph: (902) 582-3842

Please note:

Stock-trading information should not be communicated electronically and therefore should not be submitted through email or left on voice mail.

Step 3:

Fax or send the completed transfer form to your broker or investment advisor.

Your broker or investment advisor is responsible for initiating the transfer.

Additional Information: Shares/stocks are considered legally transferred only when our custodial agent confirms delivery. Your receipt will be valued based on the closing price on the day when the shares are legally transferred to our account at RBC Direct Investing.

Our policy for the sale of donated securities is to sell the shares as soon as possible after they have been received.

Thank you for your generosity!

artscentre.ca

Securities Transfer Form

From Donor to Broker

Please fax a copy of the completed form before proceeding with your securities transfer to:

**Ross Creek Centre/
Two Planks and a Passion**
Fax #: (902) 582-7943

If you have any questions regarding this form, or your donation, please contact:

**Ms. Chris O'Neill,
Executive Director**
Ph: (902) 582-3842
Email: chris@artscentre.ca

CoastArts Association
PO Box 190
555 Ross Creek Rd.
Canning, NS
B0P 1H0

CRA Business #:
13992 1563 RR0001

Thank you for
your philanthropy!
www.artscentre.ca

Donor Information (required for tax receipting purposes)

The stock will be valued at the closing price on the date it is received in the CoastArts Association (Ross Creek/Two Planks) brokerage account

Name: _____

Address: _____

City: _____ Prov.: _____ PC: _____

Ph: () _____ Cell: () _____

Email: _____

Please direct my funds to:

- Bursary Fund Two Planks and a Passion Theatre
 Artist Programs Ross Creek - wherever most needed

Broker Information

Company Name: _____

Contact Name: _____

Ph: () _____

Email: _____

Transfer securities from:

Account #: _____

Securities to be donated:

Security Name	# of units/Shares	CUSIP# / symbol

I authorize the CoastArts Association, or its agent, to contact my broker for the purposes of concluding this transaction.

Signature: _____ Date: _____

Transfer securities to:

CUID: DOMA

DTC#: 5002

Account #: 68955878 (11)

You may not require the (11).

Attn: RBC Direct Investing