

# Letter of Direction

## For transfer of securities



Today's Date: \_\_\_\_\_

Donor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Donor's Account Number: \_\_\_\_\_

Broker's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Lions Gate Hospital Foundation  
maintains a brokerage account  
with ScotiaMcLeod**

3rd Floor, 1555 Marine Drive,  
West Vancouver, BC V7V 1H9  
Account #828-01735-1-2 Lions  
Gate Hospital Foundation  
(FIN T085, CUID SCOT,  
DTC 5011)

To ensure proper handling of  
this completed Letter of  
Direction, please send a copy  
directly to your Broker, as well  
as Lions Gate Hospital  
Foundation. You may do so by  
emailing a copy to  
carolyn.anderson@vch.ca or  
faxing it to (604) 984-5786.

*Please accept this letter as your direction and authority to transfer in specie the following asset(s) you are currently holding on my behalf, in the above mentioned account, to the account of ScotiaMcLeod, as described below, representing my charitable donation to Lions Gate Hospital Foundation:*

**Intended Value of Gift:** \_\_\_\_\_

<b>Number of Securities</b>	<b>Name of Securities</b>
_____	_____
_____	_____

*Please also accept this letter as your authority to take verbal and written instructions regarding any aspects of the transfer from Steve Chatelain, ScotiaMcLeod who can be reached at (604) 913-7027 or [steve.chatelain@scotiawealth.com](mailto:steve.chatelain@scotiawealth.com). Note that the above noted securities will be valued for purposes of the charitable tax receipt at the close of business on the day that the securities are received in the account of Lions Gate Hospital Foundation. Therefore, it is important that you act upon these instructions without delay.*

Sincerely, \_\_\_\_\_

**Donor's signature**

### Contact Us:

**Carolyn Anderson**  
Director, Gift Planning  
Lions Gate Hospital Foundation  
[carolyn.anderson@vch.ca](mailto:carolyn.anderson@vch.ca)  
Tel: (604) 984-5857  
Fax: (604) 984-5786

**Lions Gate Hospital Foundation**  
231 East 15th Street,  
North Vancouver, BC V7L 2L7  
Tel: (604) 984-5785 Fax: (604) 984-5786  
**Charitable BN# 11902 0907 RR0001**

**ScotiaMcLeod** Fax: (604) 913-7001

**Steve Chatelain**  
[steve.chatelain@scotiawealth.com](mailto:steve.chatelain@scotiawealth.com)  
Tel: (604) 913-7027

**Erin Pasnak**  
[erin.pasnak@scotiawealth.com](mailto:erin.pasnak@scotiawealth.com)  
Tel: (604) 661-1533