



## Instructions for Transfer of Publicly Traded Securities

The Alberta Society for the Prevention of Cruelty to Animals (Alberta SPCA) is grateful for your gifts. Under current tax regulations, your donation of publicly traded securities is exempt from capital gains tax only when you transfer the securities *in specie* or in-kind to a charity.

### Electronic Transfer - Canadian and U.S. Securities

- 1** In order to facilitate the transfer, the donor must forward a completed and signed **Direction and Notification of Gift of Securities** (see form on page 2) to their brokerage institution.
- 2** The donor's brokerage institution will arrange for the electronic transfer of shares to the Alberta SPCA's broker:  
  
RBC Dominion Securities Inc.  
for the account of: Alberta Society for the Prevention of Cruelty to Animals  
Account #: **736-38202-1-3**
- 3** A copy of the Direction and Notification of Gift of Securities form should also be emailed, at least one business day prior to the transfer, to the Alberta SPCA and RBC Dominion Securities Inc.:

**Aimee Winegarden, Director of Advancement, [awinegarden@albertaspca.org](mailto:awinegarden@albertaspca.org), (780) 732-3736**  
**RBC Dominion Securities Inc., Stephen Michalyk, [stephen.michalyk@rbc.com](mailto:stephen.michalyk@rbc.com), (780) 409-3504**

The form will assist us in linking the appropriate donor information to the donation. Electronic transfers fulfill industry requirements, however, they do not provide sufficient information for the Alberta SPCA to properly identify the donor.

- 4** The Alberta SPCA will issue a charitable tax receipt based on the fair market value of the donated securities. Generally, the fair market value will be the closing price on the date that the securities are received in the Alberta SPCA's brokerage account. In cases where the securities are sold on the date they are received, the fair market value will be the proceeds of the sale before commissions or fees. Securities are normally sold as soon as possible.



## Direction and Notification of Gift of Securities

### Donor Information

Donor Name:

Address:

City:

Province:

Postal Code:

Telephone:

Email:

No. of Units	Name of the security	CUSIP number

This form authorizes the transfer of the following securities to the Alberta Society for the Prevention of Cruelty to Animals:

Name of Donor Broker/Institution:

Contact Name:

Telephone:

Expected date of transfer: *MM / DD / YYYY*

**Account #:** 736-38202-1-3

RBC Dominion Securities Inc.

Suite 2300 10111 104 Avenue NW, Edmonton, Alberta T5J 0J4

Contact: Stephen Michalyk

Telephone: (780) 409-3504 Fax: (780) 493-7753

Email: [stephen.michalyk@rbc.com](mailto:stephen.michalyk@rbc.com)

DTC: 5002

CUID: DOMA

Donor Signature:

Date:

Charitable Registration No. 122554488 RR0001

Please email this form to the donor's broker and  
Aimee Winegarden at [awinegarden@albertaspca.org](mailto:awinegarden@albertaspca.org) and Stephen Michalyk at [stephen.michalyk@rbc.com](mailto:stephen.michalyk@rbc.com)