

# Community

## Music Schools of Toronto

### Gift of Publicly Traded Securities to Community Music Schools of Toronto Foundation

To donate publicly traded securities and mutual funds, please follow the procedures below:

- 1.) Instruct your broker to transfer the securities to Community Music Schools of Toronto Foundation brokerage account at: CIBC Investor's Edge (see below for account details)
- 2.) Complete this form and fax to Wholesale Brokerage Operations at 416-351-2851
- 3.) Please send a copy of this form to LEONA THOMAS at [leona@communitymusic.org](mailto:leona@communitymusic.org)

#### INFORMATION ABOUT YOU (for income tax receipt purposes)

Name	Date
Address	Postal Code
Phone	Email
Broker's Name	Financial Institution
Broker's Phone	Broker's Email

#### DESCRIPTION OF SECURITIES

Number of Shares/Units	Name of Security
Date of Transfer	Gift to be used for

Kindly note

- When the securities are easily liquidated, your receipt will be based on the closing price of the shares the day they are received in Community Music Schools of Toronto Foundation's brokerage account. If you plan to donate securities that are not easily liquidated or are highly volatile, please contact our Director of Finance, Paul Harding at [finance@communitymusic.org](mailto:finance@communitymusic.org) beforehand to discuss valuation.
- For privacy reasons, your broker cannot divulge your (client) contact information to us.
- It is the Foundation's policy to liquidate any donated securities as soon as a transfer is made.

#### SECURITIES TO THE ACCOUNT OF COMMUNITY MUSIC SCHOOLS OF TORONTO FOUNDATION

Receiving institution:	CIBC Investor's Edge
CUID/FINS/DTC number:	CUID: WGDB / FINS: #T079 / DTC: #5030
Account number at receiving institution:	589-97218-14
Full Name of Charity:	Community Music Schools of Toronto Foundation

I understand there is no charge for this transaction

Signature: \_\_\_\_\_