



## Step by step instructions for you to donate your publicly traded securities

The Nelson Community Food Centre Society welcomes your donation!

**1. Complete all sections of the security transfer form**

For privacy reasons, your broker cannot disclose your name to us, so please complete the Donor Information section below), including phone numbers and emails. We cannot process a charitable tax receipt without full information.

**2. Forward the completed form to your broker or investment advisor**

Your broker or advisor will arrange for the electronic transfer of shares to the Community Food Centre's broker account.

White Leblanc Wealth Planners – IA Private Wealth      FAX: 877-253-3764  
Account #38KZ69A

**3. Send a copy of the completed form to the Nelson Community Food Centre Society.**

It is very important that we receive a copy of the form as it serves as confirmation of the gift and provides the necessary information for us to issue a charitable tax receipt.

Please scan and email the completed form to:

Andrew Creighton, Community Relations Manager: [andrew@nelsoncfc.ca](mailto:andrew@nelsoncfc.ca)

Or mail a copy to:

Andrew Creighton  
Nelson Community Food Centre  
602 Silica Street  
Nelson  
V1L 4N1

Please note: shares/stocks are considered legally transferred only when our broker account confirms delivery. Your receipt will be valued based on the closing price on the day when the shares are legally transferred to the Community Food Centre's account at White Leblanc Wealth Planners.

The Nelson Community Food Centre's policy is to sell donated shares as soon as possible after they have been received.

# Securities Transfer Form

## Donor Information (required for tax receipt)

Donor Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**This form confirms my intention to donate the following securities to the Nelson Community Food Centre Society. Charitable Registration Number: 82876 2344 RR0001.**

Security Name: \_\_\_\_\_ Cusip #: \_\_\_\_\_ # of units/shares: \_\_\_\_\_

Security Name: \_\_\_\_\_ Cusip #: \_\_\_\_\_ # of units/shares: \_\_\_\_\_

## Broker Information:

Name of Donor's Broker/Institution: \_\_\_\_\_ FINS#: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

Account Name: \_\_\_\_\_ Client Account Number: \_\_\_\_\_

## Transfer Securities to:

White LeBlanc Wealth Planners — IA Private Wealth % NBIN

Account Number: 38KZ69A • Dealer # 7923 • Agent # SN49 • FINS # T080 • DTC #5008 • CUID # NBCS

Scan and email this form to Andrew Creighton: [andrew@nelsoncfc.ca](mailto:andrew@nelsoncfc.ca)

(Please call 250 354 1633 if you need help with anything)