

How to donate shares to CODE

Thanks for considering donating shares to CODE. It's a great way of supporting literacy in developing countries and eliminating all tax on capital gain at the same time.

The following steps will ensure your gift is transferred and processed smoothly:

1. Please fill out the required information on the back of this sheet entitled "Transfer of Shares" then sign and date the form.
2. Send a copy to your broker where the shares are held with instructions to execute the share transfer. Please note that in order to benefit from the elimination of tax on capital gains the shares must be transferred "in-kind" and not cashed.
3. Please email or send by post a copy of the signed form to CODE's Fund Development team at info@code.ngo or at the mailing address provided below. We will inform CODE's broker of the transfer.
4. Alternatively, the broker can notify CODE of your intentions and the type of stocks you will be sending.

CODE will issue a charitable tax receipt based on the value of the shares the day they were received in the CODE account.

Please contact CODE's Fund Development Director at 1-800-661-2633, extension 232 if you require further information.

Thank you for helping CODE promote every child's right to read.



Promoting every
child's right to read

Transfer of Shares

Date: _____

To: _____
(Donor's broker)

(Address)

From: _____
(Donor's name)

(Address)

(Email)

(Phone Number)

Instructions:

**Please transfer _____ number of shares of _____,
currently valued at \$ _____ per unit* from my account to CODE.**

* the final value of the transaction will be established at the time of the transfer.

DEBIT

Donor's Account Name: _____

Donor's Account Number: _____

CREDIT

Please transfer to CODE's broker:

Derek S. Williamson
CIBC Wood Gundy
200 King Street West, Suite 800,
Toronto ON M5H 3T4
Tel: 416 594-7448
Toll Free: 1-888-867-8175
FINS t079
DTC 5030
Account: 475-12879-15

(Donor's signature)

(Date)

CODE

321 Chapel Street, Ottawa, Ontario K1N 7Z2
1-800-661-2633 / code.ngo