

Letter of Direction for a Gift of Publicly Traded Securities to Trinity College School Foundation

To: _____ Date Initiated: _____
(Name of Your Brokerage/Delivering Custodian)

Attention: _____

CC: Trinity College School Foundation, 905-885-3244 (confidential fax) – Attn: Shelley Henderson

Instructions to Broker/Delivering Custodian

I hereby give authority to deliver free the following securities as follows to:

Account Name and Number at Brokerage: Trinity College School Foundation, 841664 - Main

Security _____ CUSIP# _____

Market Symbol _____ Number of Shares/Units to Transfer _____

Canadian Securities - deliver to:

CIBC Mellon Global Securities Services Company
 Security Level **BIC CMTYCATTXXX**
 1 York Street, Suite 900
 Toronto, ON M5J 0B6 INSTITUTIONAL ID: 00095441
CUID: CMTC
PSET: CDSLCAAT

U.S. (DTC) Securities - deliver to:

BNY Mellon
DTC Agent Bank #: 00093034
DTC Participant #: 0901

Donor/Client Information

GIFT DESIGNATION: _____

Name for receipting purposes: _____

Full Address: _____

Broker/Delivering Custodian Information

Broker: _____

CUID: _____ DTC: _____

Euroclear: _____

Account name and number: _____

Contact name and number: _____

Authorization of Donor/Client

Signature _____ *Date* _____

TCS Authorization to sell securities

Executive Director of Finance _____ *Assistant Director of Finance* _____ *Date* _____

Send the completed form(s) directly to CIBC Mellon Global Securities in PDF format by email to CDCTeam2.instructions@cibcmellon.com. As well please either fax a copy to TCS at 905-885-3244 or again email a PDF copy to Shelley Henderson at shhenderson@tcs.on.ca. You will be advised of completion of the transaction. Please ensure that all areas are completed in order to prevent any delays

The value of the charitable gift receipt is based on the closing price of the shares the day they are received by the Foundation's custodian. Please contact the Foundation office at 905-885-1295 if you have any questions.