

Date:

Dear: [brokers name]

Re: **Transfer of Securities to the University of Victoria**

Please accept this letter as your instruction to transfer _____ shares of _____ from my account to the University of Victoria.

Transfer to:

University of Victoria
c/o RBC Dominion Securities
730 View St, Suite 500
St. Andrew's Square II
Victoria, BC V8W 3Y7
Attn: Jarad Andrews

Account Number: 851 26302 14
CUID: DOMA
DTC: 5002
Euroclear: 90065
Dealer: 9190 / REP code: V30

The contact person at RBC Dominion is Jarad Andrews. He can be reached by phone at (250) 356-4845, by fax at (250) 356-4880 or by email at jarad.andrews@rbc.com. Please contact him with the following information, before initiating the transaction, so that he can arrange to receive the shares and complete the transaction:

1. Your Broker ID with CDS (CUID no.)
2. No of Shares
3. Name of security
4. Cusip No.
5. Settlement Date

Please designate this gift to the _____
(i.e., what student award or project you would like to support?)

For your information, the University of Victoria's Charitable Registration Number is:
BN 108162470 RR0001

Sincerely,

Donor's Signature: _____

Donor's Name: _____

Please send cc: Gregory Kuhn

Associate Development Officer, Legacy Giving, UVic
Phone: (250) 721-8967 | Email: legacydev@uvic.ca

Chelsey Rossner
Wealth Associate, RBC
chelsey.rossner@rbc.com