

Inside Out



You can make a donation of stocks or securities to Inside Out in 3 easy steps.

Step 1 Please complete the securities transfer form below.

For privacy reasons, your broker cannot disclose your name to us, so please complete the Donor Information section, including your daytime phone number with area code. Your advisor/broker will provide the CUSIP # which acts like a transaction number in case the transfer needs to be tracked.

Step 2 Send a copy of the completed transfer form to Deanna Bickford, Director of Development at Inside Out (contact information below).

This step is important because securities are transferred into our account anonymously, without your name listed. Notifying us will ensure you receive your official receipt for income tax purposes.

Contact Information

Deanna Bickford
Director of Development
Inside Out
219-401 Richmond Street W.
Toronto, ON

Phone: 416.977.6847 X 23

Email: deanna@insideout.ca

Fax: 416.977.8025



Step 3 Send the completed the transfer form below to your broker or investment advisor, along with any other necessary forms to initiate the transfer.

Shares/stocks are considered legally transferred only when our custodial agent confirms delivery. Your receipt will be valued based on the closing price on the day when the shares are legally transferred to our account at our custodial agent (TD Waterhouse). Inside Out's policy for the sale of donated securities is to sell the shares as soon as possible after they have been received.

THANK YOU!



416 977 6847
inside@insideout.ca
insideout.ca

401 Richmond St West
Suite 219
Toronto, Ontario
M5V 3A8

Securities Transfer Form – From Donor to Broker

To be completed by donor and a copy sent to Inside Out before sending this information, along with any other necessary forms, to your broker to initiate a transfer. This form is required for tax receipting purposes.

Donor's full name: _____
Address: _____
City: _____ Province: _____ Postal Code: _____
Phone: () _____ Cell: () _____
Email: _____

Donor's Broker information

Company name: _____
Contact name: _____
Phone: () _____
Email: _____

Transfer securities from:

Account #: _____

Securities to be donated:

Security name	# of units/shares	approx. total value	CUSIP#/symbol
Security name	# of units/shares	approx. total value	CUSIP#/symbol

I authorize *Inside Out Lesbian and Gay Film Festival Inc.*, or its agent, to contact my broker for the purposes of concluding this transaction.

Signature: _____ Date: _____

Transfer securities to:

CUID: GIST
FINS: T007

Account numbers at TD Waterhouse:

Canadian Securities: 321F29A
US Securities: 321F29B

TD Waterhouse client? You can call 416.982.7686 to reach a client representative for assistance.

Inside Out is registered with the Canada Revenue Agency as *The Inside Out Lesbian and Gay Film Festival Inc.* (CRA# 871515995 RR0001). All Donors will receive a tax receipt from Inside Out based on the closing price of the shares on the date the shares are received in Inside Out's account.

Thank you for your support of Inside Out!