

Unitarian Fellowship of Peterborough

DONATIONS OF SECURITIES POLICY

The Unitarian Fellowship of Peterborough (UFP) welcomes donations of securities. Gifts of securities may be used to fulfill a pledge, as an extra donation towards our regular operating costs, to support a current fund or project, or simply to be directed to the area where it is most needed. Capital gains taxes do not apply on donations of securities.

Please refer to the Planned Giving Policy for other details if the donation is a planned gift.

There are two ways to make a donation of securities:

- Transfer from the donor's broker directly to UFP's broker. UFP receives the full value, minus its broker's fee, and issues an income tax receipt to the donor at the end of the tax year for the full value of the gift.
- Make transfer arrangements with Canada Helps or Link Charity. Both are charitable organizations that manage the sale of donated securities and forward the donation in currency, minus their fee, to UFP. They issue the income tax receipt to the donor for the full value of the gift.

No fees are paid by the donor. Fees incurred by UFP for donations of securities are as follows:
(subject to change)

- Raymond James, UFP's Broker:

Securities: \$135 *(for donations up to & including \$10,000)*
1.35% *(for donations over \$10,000)*
Mutual Funds: \$30 *(for donations regardless of dollar amount)*

- Canada Helps:

All Securities, including Mutual Funds: 3% *(for donations under \$10,000)*
2.5% *(\$10,000+); 2.25% (\$50,000+); 2% (\$100,000+)*

- Link Charity:

Has a more complex fee structure. Refer to their website. www.linkcharity.ca

In summary, if the security being sold is under \$4,000 then Canada Helps is more cost effective than the UFP Broker (*Raymond James*) unless the gifted securities are a mutual fund where a \$30 fee applies for any dollar amount. The donor is invited to contact the UFP Treasurer if they wish assistance in choosing one of these options. There are transfer forms to assist with donations of securities.

UFP's Broker Contact Information:

Laura Newlands
Raymond James Ltd.
438 Division Street
Cobourg, ON, K9A 3R9
Phone: 905-372-4333, Ext. 6
Fax: 905-372-1127
Toll Free: 1-888-989-6239
Email: laura.newlands@raymondjames.ca

Legend:

UFP: Unitarian Fellowship of Peterborough

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DONOR INSTRUCTIONS

Advance Notice to UFP:

Please speak to the UFP Treasurer or any Finance Committee Member when you are considering a donation of securities. This will help ensure that we can honour your wishes for the use of the funds. In some instances you may wish to consult with the Board about where funds could best be used.

Which Broker to Use:

- a) UFP Broker (Raymond James): use their Transfer Form, attached.
(UFP provides income tax receipt at the end of tax year)
- b) Canada Helps or Link Charity: use the Transfer Form on each organization's website:
<http://www.canadahelps.org> or www.linkcharity.ca.
(each one provides income tax receipt immediately)

If the security being sold is under \$4,000 then Canada Helps is more cost effective than the UFP Broker (*Raymond James*) unless it is a mutual fund where a \$30 fee applies for any dollar amount.

Initiate Transfer:

Complete and send the appropriate transfer form to your broker.

Follow up with your broker if the transaction isn't reflected on your next securities statement.

Post-Transfer Communication:

Advise the UFP Treasurer of the transfer along with your wishes on where the funds should be directed.

You will receive a letter of appreciation from UFP when your donation has been received.