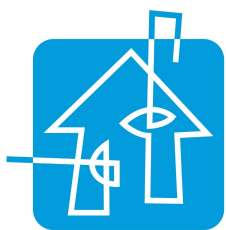




What
will
YOUR
legacy
be?



DeafBlind
ONTARIO FOUNDATION

DeafBlind Ontario Foundation
Planned Giving
Program Guidelines

01 | Bequests

Description:

Bequests are the most common type of deferred gift, in which a gift is given to a charity through the donor's Will.

There are three types of bequests:

- I. A **specific bequest** is a gift of a specified amount of money or piece of property.
- II. A **conditional bequest** is a gift made after certain conditions are met.
- III. A **residual bequest** is a gift of all or part of the residue of the estate after all specific bequests and expenses have been paid out of the estate.

Procedure:

Sample bequest language will be made available to donors and their lawyers to ensure that the bequest is properly designated. Donors will also be invited to provide information about their bequest provision and, if they are willing, to send a copy of that section of their Will naming DeafBlind Ontario Foundation.

Donors will be advised to seek independent legal counsel in the drafting of their Will.

During the probate of states containing a bequest to DeafBlind Ontario Foundation an during the post death administration of revocable trusts containing provisions benefiting DeafBlind Ontario Foundation, the Director of Development and Communications, in consultation with DeafBlind Ontario Foundation' legal counsel, shall represent DeafBlind Ontario Foundation in all dealings with the lawyer and executor of the estate.

02 | Outright Gifts

Description:

An outright gift refers to a contribution of cash or property in which the donor retains no interest and which can be used immediately by DeafBlind Ontario Foundation.

Procedures:

- I. DeafBlind Ontario Foundation will accept an outright gift of any amount, however significant gifts to establish a named property must be approved by the Board of Directors.
- II. DeafBlind Ontario Foundation welcomes outright gifts of property as well as cash, but all property other than publicly traded securities and life insurance policies must be reviewed by legal counsel and approved by the Chief Executive Officer or their designate.
- III. A donor may complete a gift in a single transaction or make a pledge to be paid over a period of time mutually acceptable to the donor and DeafBlind Ontario Foundation.

03 | Publicly Traded Securities

Description:

A gift of publicly traded securities refers to securities traded on public markets and include stocks, bonds and mutual funds.

Procedure:

Notice of intended gifts publicly traded securities shall be given to the Director of Finance. The prospective donors initiate the request with their own asset management company indicating their intention to make donation in kind. The donor will fill out a form provided by their asset management company (forms might vary from company to company, however they all serve the same purpose). On their forms, they might require some information pertaining to DeafBlind Ontario Foundation and TD Direct Investing information:

Receiving Institution: TD Direct Investing

Address: 3500 Steeles Avenue E
Tower 2, 2nd Floor
Markham, ON L3R 0X1

Phone Number: 416-982-7686

Charitable Organization Name: DeafBlind Ontario Foundation

TD Direct Investing Account#: 33L4W7A

CUID#: GIST

DTC#: 5036

FINS#: T007

Dealer Code: 9265

There are two ways to make a donation of securities in-kind:

1. Complete the donation form with the institution the securities are coming from.
2. Write a Letter of Direction (LOD) to TD Direct Investing:

For the LOD to be acceptable the following information is mandatory:

- “Charitable Donation” must be clearly and obviously written on the LOD indicating the reason for the request is for the purposes of a charitable donation.
- Client’s name and delivering account number.
- Receiving TDW charity account number and charity name. Including *CRA Charity Registration Number*.
- Client’s signature and date. Transfer documents older than 6 months will not be acceptable.
- Clear transfer instructions including the number of shares/units and name of securities to be transferred in kind.

Sample LOD:

Delivering Institution Name: ABC Brokerage

Account Name: John Philanthropist

Account #: Client's account number

Delivering Institution CUID: ABCD

Financial Institution Contact Name: Your Name Here

Financial Institution Phone: Your Phone Number Here

All requests are to be faxed to **1-877-639-4547** or Toronto local **416-983-5696**. Inquiries to confirm status of the charitable donation can be directed to the [Wealth Information Centre](#) (416-982-7686)

On receipt of the securities, the following will occur:

- I. A receipt will be issued to the donor based on the average of the high and low trading value of the shares on the day the transfer was made. In the case of non-electronically transferred shares, the date post marked on the envelope or the hand delivery date will be considered the date of the transfer.
- II. DeafBlind Ontario Foundation will advise its broker to sell the donated securities as soon as possible.
- III. The net proceeds from the sale of the securities will be directed to fund the charitable purpose of DeafBlind Ontario Foundation, which may or may not be subject to donor restrictions. This value may be higher or lower than the amount on the tax receipt.

04 | Life Insurance

Description:

There are many various methods by which a life insurance policy may be contributed to DeafBlind Ontario Foundation. A donor may:

- I. Assign irrevocably a paid-up policy to DeafBlind Ontario Foundation.
- II. Assign irrevocably a life insurance policy on which premiums remain to be paid;
or
- III. Name DeafBlind Ontario Foundation as primary or successor beneficiary of the proceeds.

When ownership is irrevocably assigned to DeafBlind Ontario Foundation, the donor is entitled to a tax receipt for the net cash surrender value (of any) and for any premiums subsequently paid.

Procedure:

Any of these types of life insurance gifts are acceptable to DeafBlind Ontario Foundation. In the event a policy is contributed on which premiums remain to be paid, DeafBlind Ontario Foundation will pay premiums provided the donor makes equivalent contributions for that purpose.

05 | Retirement Plan Assets

Description:

Gifts of Registered Retirement Savings Plan (RRSP)/ Registered Retirement Income Funds (RRIF) plan proceeds can be made by direct designation. DeafBlind Ontario Foundation need to be named as beneficiary on the plan document.

Procedure:

Most plans name the estate or spouse as beneficiary, but a charity can also be named. Because RRSP's and RRIF's are outside a donor's estate, there are no probate fees. It also preserves family privacy, as there is no need to share their will.