



Letter of Direction

Please follow these steps to transfer your shares or mutual fund units to the Okanagan College Foundation in electronic form.

- 1) **Please complete this form with your broker and request him/her to use the form to initiate the transfer.** If you do not have a broker, please complete the form and fax it directly to your delivering institution.
 - 2) a) **Copy this form by email to Clayton Gall, RBC Phillips Hager & North Investment Counsel**
clayton.gall@rbc.com (Phone: 250-469-7401)
 - b) **Copy the form by email to Okanagan College Foundation**
foundation@okanagan.bc.ca (Phone: 250-862-5630)
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