

Gerald F. Avery, FCGA

W. Brent Hinchey, B. Comm., C.G.A.

Cathy A. Cudmore, B. Rec, C.G.A.

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# MEMO

**Date:** July 7, 2014

**Client ID:** 891/96033

**Subject:** Dave & Kristen Olesen

Dave and Kristen Olesen lost their home to a forest fire at the Hoarfrost River over the weekend.

Avery Cooper is accepting donations on their behalf.

To donate:

All donations will be deposited to our trust account.

All donations should reference Olesen. We can accept cash directly in the office, cheques delivered to the office or by mail, and Visa, MasterCard, American Express over the phone or in the office.

If they prefer we can accept internet email transfers by emailing [lorri.kamitomo@averycooper.com](mailto:lorri.kamitomo@averycooper.com).

Direct deposits to our trust account can also be accepted. People depositing directly to the trust account must email [lorri.kamitomo@averycooper.com](mailto:lorri.kamitomo@averycooper.com) with the donation information so we can update our account records.

Our banking information is as follows:

Royal Bank of Canada

1, 4920 -52<sup>nd</sup> Street

Yellowknife, NT X1A 3T1

Bank: 003

Transit: 09879

Account: 100 094 2

Name on account: Avery Cooper & Co. (Trust Account)