NBCN

Transfer Authorization for Registered Investments

Print Form | Reset Form

This form can be used for Registered Plans

Please Note: The data entered on this form may be scanned and stored electronically. Please print neatly in the spaces provided to ensure completeness, accuracy and machine readability.

A: Client Identification

Account / Policy Holder Last Name | First Name | Initial

Address

City | Prov. | Postal Code

Social Insurance Number | Home Telephone Number | Business Telephone Number

B: Receiving Institution Information

Receiving Institution Name: NBCN Inc.

Address: 250 Yonge St. Suite 1900 PO BOX 19

City: Toronto Ontario | Prov.: ON | Postal Code: M5B2L7

Telephone Number | Fax Number: (416)542-2333 | Group Plan Number (if applicable)

Client Account / Policy Number

Dealer Name: National Bank Financial | Dealer Number

Broker Name | Agent Number

Business Telephone Number | Business Fax Number: (416)542-2333 | Dealer Account Number

Registered Type:

- ☐ RRSP ☐ RRIF
- ☐ Spousal RRSP ☐ Spousal RRIF
- ☐ LIRA ☐ LRIF
- ☐ LRSP ☐ LIF
- ☐ TFSA ☐ OTHER

FINS # T080 | DTC # 5008 | CUID # NBCS

Euroclear # 93044

Contact Name: Account Transfer Dept.

C: Client Direction to Relinquishing Institution

Relinquishing Institution Name

Address

City | Prov. | Postal Code

Group Plan Number (if applicable) | Client Account / Policy Number

Transfer: (check one box only)

☐ All in Kind (as is) ☐ All in cash* ☐ Partial* - as listed below or on attached list ☐ All assets* - but mixed in cash and in Kind (as is). see list below or attached list ☐ List Attached

**** Please refer to statement in bold in Client Authorization section below.***

☐ In Kind OR	☐ Dollars ☐ Units/Share	Investments Amount	Symbol and or Certificate Number or Policy Number
☐ In Cash OR	☐ Dollars ☐ Units/Share	Investments Description	Symbol and or Certificate Number or Policy Number
☐ In Kind OR	☐ Dollars ☐ Units/Share	Investments Amount	Symbol and or Certificate Number or Policy Number
☐ In Cash OR	☐ Dollars ☐ Units/Share	Investments Description	Symbol and or Certificate Number or Policy Number
☐ In Kind OR	☐ Dollars ☐ Units/Share	Investments Amount	Symbol and or Certificate Number or Policy Number
☐ In Cash OR	☐ Dollars ☐ Units/Share	Investments Description	

D: Client Authorization

I hereby request the transfer of my account and the investments as directed above.

PLEASE CANCEL ALL OPEN ORDERS (G.T.C./SWP/PAC ETC.)/FOR MY ACCOUNT(S) ON YOUR BOOKS.

* WHERE I HAVE REQUESTED A TRANSFER IN CASH, I AUTHORIZE THE LIQUIDATION OF ALL OR PART OF MY INVESTMENTS. I AGREE TO PAY ANY APPLICABLE FEES, CHARGES, OR ADJUSTMENTS (AS PER DISCLOSURE ON REVERSE).

Signature of Account Holder
I have read the disclosure and authorize transfer as above | Date | Irrevocable Beneficiary. I consent to the transfer of the account.
Signature of Irrevocable Beneficiary (if applicable) | Date

E: For Use By Relinquishing Institution Only

Registered Type: ☐ RRSP ☐ LIRA ☐ LRSP ☐ RRIF ☐ Qualified ☐ Non Qualified ☐ LRIF ☐ LIF ☐ TFSA ☐ OTHER

Spousal Plan: ☐ No ☐ Yes - If yes: Last name

First Name | Initial | Social Insurance Number

Locked-In ☐ No ☐ Yes - Locked-In confirmation attached | Locked-In Funds $ | Governing Legislation

Contact Name | Telephone Number | Fax Number

Authorized Signature | Date

1 - HEAD OFFICE TRANSFER DEPT. 2 - NBCN MEMBER FIRM 3 - FINANCIAL CONSULTANT 4 - CLIENT

<u>ACCOUNT TRANSFER CLIENT DISCLOSURE</u>

In our business we are dedicated to continually improving Client Service. This client Disclosure and informational document was developed to help you understand the account transfer process. It is important to read this document carefully before signing Section D called CLIENT AUTHORIZATION on this Account Transfer form. Should you have questions after reading this document, please be sure to address your inquires with your Receiving Institution's Investment Representative.

What is the difference between IN CASH and IN KIND?

"IN CASH" means that all your assets which are not currently in liquid form are to be liquidated, sold, redeemed, etc. in order that your account can be transferred to the Receiving Institution in the form of cash.

IT IS IMPORTANT TO NOTE THAT IF YOU HAVE INDICATED AN *"IN CASH"* TRANSFER OF YOUR ACCOUNT, THE TRADES WILL BE EXECUTED AT MARKET. THE TRADES WILL BE PLACED ON A BEST EFFORTS BASIS SUBSEQUENT TO THE RECEIPT OF THE TRANSFER FORM AND ARE SUBJECT TO NORMAL COMMISSION CHARGES. IN ORDER TO AVOID DELAYS, YOU MAY PLACE THE TRADES YOURSELF WITH THE DELIVERING INSTITUTION AT THE TIME OF SIGNING THIS TRANSFER FORM.

"IN KIND" means that you want the account transferred, **as is.** If you hold investment products and a cash balance, then the investment products may be transferred as well as the cash balance in their current state.

How long will my transfer take?

The time required to completely transfer your account will for the most part depend on the type of account you are transferring and the type of investment products you currently hold. Please note that all your assets may not all be transferred at exactly the same time.

<u>Registered Accounts</u>

Under current IDA regulations, this type of transfer may take between 12 - 25 business days from the time of receipt by the Delivering Institution with the exceptions listed below. As an Industry, we are currently amending the regulations governing this timeline as well as developing new systems to improve efficiencies and expedite this transfer process.

Locked-In Accounts:
It is IMPORTANT to ensure that the account opened at your new firm is opened as LOCKED-IN and under the same Provincial or Federal Legislation as your current account. These plans generally take longer to transfer due to additional document requirements that are mandatory for the Receiving Institution to administer the account as set out under the various Provincial and Federal Legislations. Failure to do so may cause a delay in the transfer of your account.

Spousal Accounts:
These types of plans may take 12 - 25 business days as long as you ensure that the account opened at your firm is opened as a SPOUSAL account. Failure to do so may cause a delay in your transfer.

RRIF Accounts:
RRIF account transfers may exceed regulatory time frames as the Delivering Institution is generally required to pay the full year RRIF Minimum Payment to you. This must be done before the transfer can be processed. Please ensure that there are sufficient funds in your RRIF account to cover the minimum payment to avoid a delay.

<u>Types of Investment Products</u>

Mutual Funds:
Currently, mutual fund products take longer to fully transfer and may result in a possible delay into your new account due to the requirement of re-registering the mutual fund at the Fund Companies. On average mutual funds require 5 - 10 business days to transfer from the time the mutual fund power of attorney is received by the Receiving Institution.

Guaranteed Investment Certificates & Term Deposits:
Generally, a Guaranteed Investment Certificate (GIC) is not transferable IN KIND (as is) prior to the maturity date. Most GICs must be transferred IN CASH upon their maturity. There are some exceptions. Please check the terms and conditions with the Institution that currently holds your investment.

Other Investment Products:
There are many other investment products which may be non-transferable, non-redeemable or subject to other delays. Some of these products include Mortgages, Foreign Securities, Non-transferable Bonds (minimum denomination requirements), GICs and proprietary mutual funds.

Rejected Transfers:
An account transfer request may be rejected by the Delivering Institution for a number of reasons, such as, insufficient funds to cover fees, locked-in confirmations required, account not in good standing, i.e., undermargin, short position(s), etc. If for any reason your transfer has been rejected by the Delivering Institution, they may return the transfer to the Receiving Institution unprocessed. When the rejection has been rectified, the transfer process may begin again and the Delivering Institution may then have 12 - 25 business days from the date of receipt of the transfer documents to process the transfer.

How much will it cost to transfer my account?

Transfer Fees:
Most Institutions charge a Transfer Out fee. As these fees vary, please check the fee schedule with the Institution that currently holds your account.

Administration Fees:
Most Institutions charge Self-Directed Administration Fees. As these fees vary, please check the fee schedule with the institution that currently holds your account.

It is IMPORTANT to ensure that you have sufficient funds available in your account at the Delivering Institution to cover transfer and administration fees as the Delivering Institution may reject the transfer unprocessed, thus causing a LENGTHY DELAY.