

This form may be used by an applicant to transfer the commuted value of pension benefits from the Ontario Teachers' Pension Plan (the "plan") – Registration Number 0345785 – to a LIRA, LIF, RRSP or RRIF. For any other type of payment or transfer, contact us for assistance. We cannot process a transfer if this form is not completed correctly. Please refer to the definitions on the next page for explanations of terms used in this form.

Part A – Provide complete information for the applicant. The applicant is the person who is requesting a transfer.

Part B – Indicate the type of transfer being requested by checking box 1, 2 or 3. You must also select the applicable receiving account (LIRA, LIF, RRSP or RRIF). If you're a member, refer to the *Termination Option Application* we provided to identify your options.

Part C – Provide complete information for the financial institution and receiving account.

Part D – For transfers to a LIRA/LIF only, this part must be completed by the financial institution at which the LIRA/LIF is established.

**Part A:
Applicant Information**

Name <i>last</i>	<i>first</i>	<i>initial</i>
SIN*	Telephone	
Address <i>street</i>	<i>city</i>	
<i>province</i>	<i>postal code</i>	

* Collection of your SIN is authorized by law for the purpose of reporting income to the Canada Revenue Agency. Ontario Teachers' will not use your SIN for any purpose other than for plan administration as set out in the Ontario Teachers' privacy policies.

**Part B:
Type of Transfer –
Applicant Direction
and Certification**

Please check box 1, 2 or 3. You must also select the applicable receiving account (LIRA, LIF, RRSP or RRIF).

- I am a member** and have terminated my membership in the plan. Pursuant to section 42 of the Ontario *Pension Benefits Act* (PBA), I wish to transfer the commuted value of my pension benefits to the receiving account identified below. I understand that any amount of the commuted value that exceeds the transfer limit as defined by the federal *Income Tax Act* (ITA) will be paid to me in cash, subject to withholding taxes.

Receiving account options: LIRA or LIF or RRSP or RRIF

- If you're entitled to a locked-in commuted value transfer, select LIRA or LIF
- If you're entitled to a non locked-in lump sum pension value, select RRSP or RRIF

- I am the former spouse of a member.** I am entitled to receive a share of a member's pension due to the breakdown of a marriage or common-law relationship and I wish to transfer this share to:

Receiving account options: LIRA or LIF

- I am the surviving spouse** who is entitled to receive death benefits in respect of a deceased member and I wish to transfer these death benefits to:

Receiving account options: RRSP or RRIF

Ensure you select **one** receiving account to which you would like your funds transferred. We can't process your request unless a button is selected.

If you select a LIRA or LIF, the financial institution identified in Part C must certify the transfer by completing Part D.

I certify that:

- the information I've provided in Parts A, B and C of this form is true and complete in every respect; and
- I'm entitled to receive the transfer of pension benefits from the plan that I've requested above.

Furthermore, I agree that you may contact my financial institution directly, without first obtaining my permission, if you need to confirm any information on this form necessary to complete my transfer.

Applicant Signature

Date

**Part C:
Receiving Account
Information**

*Complete based on
what you selected in
Part B.*

Name of Financial Institution	Receiving Account Number
Address <i>street</i>	<i>city</i>
<i>province</i>	<i>postal code</i>
Telephone (<i>inc. extension if applicable</i>)	Email

**Part D:
Financial Institution
Certification
(for transfers to
LIRA/LIF only)**

*This part must be
completed by the
financial institution
identified in Part C.*

We certify that:

- a) the information contained in Part B (type of receiving account) and Part C of this form is correct and complete;
- b) the receiving account meets the requirements prescribed by the PBA;
- c) transferred funds will be subject to locking-in to the extent indicated by the plan (refer to letter sent by plan administrator) and as required by the PBA; and
- d) amounts subject to locking-in shall not be used to provide retirement income to the applicant before he or she is eligible (refer to letter sent by plan administrator).

Name of Authorized Person	<i>title</i>
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Signature of Authorized Person	Date
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Telephone (<i>inc. extension if applicable</i>)	Email
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Definitions

Commuted value – the lump sum you would need today to replace your future pension, as determined by the plan’s administrator.

Financial institution – a bank, trust company, insurance company, credit union or similar entity which is permitted under the ITA and/or the PBA to enter into an agreement with an applicant to establish a LIRA, LIF, RRSP or RRIF account.

LIF – a Life Income Fund that meets prescribed requirements under the PBA.

LIRA – a Locked-in Retirement Account that meets prescribed requirements under the PBA.

Locking-in – rules under the PBA restricting or prohibiting withdrawals from a LIRA or a LIF.

Member – a person who is or was a member of the plan, including a former member, retired member or deceased member.

RRIF – a Registered Retirement Income Fund approved as such under the ITA.

RRSP – a Registered Retirement Savings Plan approved as such under the ITA.

Receiving account – a LIRA, LIF, RRSP or RRIF account established by an applicant with a financial institution to which a transfer of pension benefits is to be made from the plan.

Spouse – in relation to a member, a spouse is a married or common-law partner. A common-law partner must have lived with the member in a conjugal relationship for at least three continuous years, or a shorter period if they’re the parents of a child.

Transfer limit – the maximum amount prescribed under the ITA that can be transferred directly on behalf of a member from the plan to a LIRA or a LIF. Any amount exceeding the transfer limit must be paid to a member in cash, subject to withholding taxes.