



Application for membership in a group non-registered savings



Return to Canada Life, Group Retirement Services
330 University Avenue, Toronto, ON M5G 1R8

In this application, "you" and "your" refer to the person who is applying to become a member of the group non-registered savings plan (the plan), and "we," "us," and "our" refer to the issuer, The Canada Life Assurance Company, 100 Osborne Street North, Winnipeg, MB R3C 3A5. We can be contacted at 1-800-724-3402 or by visiting grsaccess.com.

SECTION 1 – EMPLOYER/PLAN SPONSOR

Name of employer/plan sponsor ENGINEERS CANADA	Policy/plan number 35408
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SECTION 2 – INFORMATION ABOUT YOU (all fields must be completed) (please print)

Last name	Middle initial	First name	Division/subgroup	Identification/employee number
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Social insurance number (SIN) - - - - - You authorize the use of you SIN for tax reporting, identification and record keeping	Date of birth yyyy mm dd	Language <input type="checkbox"/> English <input type="checkbox"/> French	Email address Required for online access and to email information about the plan or services connected with it
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Address (apt. no., street no., street)

City	Province	Postal code	Telephone no. - - Ext.	Alternate telephone no. - -
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If the above address is a PO box, general delivery or rural route, also include the civic or street address below

Address (apt. no., street no., street)	City	Province	Postal code
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Are you a United States citizen or U.S. resident for tax purposes? Yes No

If yes, provide taxpayer identification number (TIN): _____

Are you a resident for tax purposes in a country or region other than Canada or the United States? Yes No

If yes, provide jurisdiction(s) of residence for tax purposes _____ and taxpayer identification number (TIN) _____

If you do not have a TIN for a specific jurisdiction, indicate the reason using one of the following choices:

- You will apply or have applied for a TIN but have not yet received it. Please notify us when it is received.
- Your jurisdiction of tax residence does not issue TINs to its residents
- Other reason: _____

Failure to answer may require us to report to Canada Revenue Agency that a response was not received

SECTION 3 – YOUR BENEFICIARY DESIGNATION

Where permitted by law, you can appoint one or more beneficiaries. All designations are revocable except in Quebec (see "Important: Quebec residents"). If you wish to designate an irrevocable beneficiary, complete the *Designation of irrevocable beneficiary* form.

Primary beneficiary(ies) on your death

Last name	First name	Date of birth yyyy mm dd	Relationship of beneficiary to you				% of benefit
			Married	Quebec civil union spouse	Common-law partner	Other (child, friend, etc.)	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
							Total 100%

Important: Quebec residents

- If you appoint your married or civil union spouse as your beneficiary, they will be irrevocable (meaning you cannot change your beneficiary or perform certain transactions such as making withdrawals (where permitted) without their consent) unless you check the box below:
I designate my married or civil union spouse revocably
- The death benefit will be paid to the tutor(s) of a beneficiary who is a minor (generally the parents) or the tutor or curator of a beneficiary who otherwise lacks legal capacity unless a formal trust has been established by will or separate contract (in which case, designate the trust as beneficiary in this section)

Unless the law requires otherwise, if one of your primary beneficiaries predeceases you, their share will be paid to the surviving primary beneficiaries in equal shares, or if there is no surviving primary beneficiary(ies), to your contingent beneficiary(ies) named below. If there is no contingent beneficiary(ies), the benefit will be paid to your estate.

Application for membership in a group non-registered savings plan (continued)

SECTION 3 – YOUR BENEFICIARY DESIGNATION (continued)

Contingent beneficiary(ies) on your death

Last name	First name	Date of birth yyyy mm dd	Relationship of beneficiary to you	% of benefit
				Total 100%

Trustee (to be completed if any of your beneficiaries are minors or otherwise lack legal capacity and do not reside in Quebec; do not complete if a formal trust exists)

Last name	First name	Trustee for (indicate beneficiary name)	Relationship of trustee to you

You authorize the trustee(s) named above 1) to receive benefits payable on behalf of any beneficiaries who are minors or otherwise lack legal capacity to give a valid discharge and 2) in their sole discretion, to use the benefits for the education or maintenance of the beneficiary and to exercise any right of the beneficiary under the plan. The trust will terminate once the beneficiary is both of age of majority and has capacity to give a valid discharge. Legal advice should be obtained prior to appointing a trustee. Payment to the trustee(s) discharges us to the extent of the payment.

SECTION 4– YOUR INVESTMENT SELECTION

Select investment(s) for your contributions, and if applicable, employer contributions. If a selection is not made, contributions will be invested in the default investment.

Name of investment and/or code	Percentage	Name of investment and/or code	Percentage
	%		%
	%		%
	%		%
	%		%
	%		%

Total allocation must equal 100%

SECTION 5 – SIGNATURE

You apply for membership in the plan and appoint the plan sponsor as your agent for the purpose of the plan. You confirm the information on this form is complete and accurate and will update it in the future as it changes. You have read the terms of the member's certificate and this application, including the attached Protecting your personal information, and agree to be bound by their terms. You are aware of the reasons the information covered by your authorizations and consents is needed, and the benefits of, and the risks of not, authorizing/consenting. You authorize and consent to us collecting, using, disclosing and retaining your personal information for the purposes outlined in Protecting personal information section. This authorization and consent is given in accordance with applicable law and without limiting the authorizations and consents given elsewhere in this application. If you cease to be eligible to participate in the plan and do not make an election in accordance with the plan terms, we are authorized to exercise transfer or withdrawal options provided in the plan, and you appoint us as your agent for this and any related purpose.

Important: Please review the instructions at the beginning of section 6.

Signature of applicant

Date

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Application for membership in a group non-registered savings plan (continued)

SECTION 6 – REQUIRED INFORMATION (ANTI-MONEY LAUNDERING)

You will not be added as a member of the plan until the requested information and the verification of identity process is complete.

Note: Do not complete this section if verification in person by an authorized representative is not possible. A separate form must be completed. Visit grsaccess.com or call 1-800-724-3402 to obtain the appropriate form.

Part A - to be completed by you

1) What are the details of your employment?

Detailed occupation/job title (indicate previous occupation if not presently working) _____

Nature of responsibilities _____

Employer name and nature of business (only required if different than indicated in section 1)

Employer name _____ Nature of employer's business _____

If you have never been employed, select one of the following: Homemaker Student Other (specify) _____

2) What is the purpose of joining the plan? (select a maximum of two choices)

- Short-term savings
- Long-term savings
- Estate planning/protection
- Retirement fund
- Other (specify) _____

3) What is the source of funds? (indicate where funds originated or how they were acquired, it is not sufficient to indicate bank account or savings)

- Employment income
- Inheritance
- Sale of property/house
- Gift
- Household income (specify source - e.g. spouse's earnings) _____
- Other (provide detailed description) _____

4) Is or will a third party be involved with the plan (third party can be an individual or an entity such as a corporation, trust or partnership)?

A third party includes any individual or entity who will contribute to the plan, provide instructions for the plan or have the use of, or access to, the funds under the plan.

- No
- Yes, Yes, complete the information below

Type of third party (if there is more than one third party, please use a separate page to record information for each additional third party):

- attorney (power of attorney)/mandatary
- payor (includes any person who will be making)
- other: _____

Full legal name of third party _____

Relationship to you _____

Civic or street address (include street address, city, province and postal code – do not provide PO Box, general delivery or rural route) _____

For individual third parties:

Date of birth _____ Occupation _____

For entity third parties (corporations, etc.):

Nature of business _____ Incorporation number: _____

Jurisdiction of incorporation Federal Provincial:

Part B - to be completed by an authorized representative (any individual who is employed Canada Life group retirement services or is a financial security advisor who is contracted to do business with Canada Life) to verify identity

Verification of identity of applicant

The first and last name on the personal identification document must be an exact match to the first and last name provided on the application. There must be no doubt that the photograph on the document is that of the applicant.

Document used to verify identity (must be valid, original government issued photo ID. Health cards may not be acceptable ID in all provinces):

- Passport
- Driver's licence
- Other: _____

Document number: _____

Jurisdiction: _____

Issue date: _____

Expiry date: _____

In compliance with the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act (Canada)*, I, as authorized representative named below, have verified the identity of the applicant by witnessing the original and valid photo ID documentation of the applicant and have recorded the above information in the presence of the applicant.

Authorized representative name (please print) _____

Authorized representative company name (please print) _____

Company location (city, province) (please print) _____

Signature of authorized representative

Date

Protecting your personal information

At The Canada Life Assurance Company we recognize and respect the importance of privacy.

Your personal information:

- We establish a confidential file that contains your personal information like your name and contact and financial information
- Your information is kept in our offices or the offices of an organization authorized by us.
- You may exercise your rights to view and correct information in the file by sending a written request to us.

Who has access to your information:

- We limit access to personal information in your file to our staff or persons authorized by us who require it to perform their duties, and to other persons to whom you have granted access.
- In order to assist in fulfilling the purposes identified below, we may use service providers located within or outside Canada.
- Your personal information may also be subject to disclosure to government authorities or others authorized under applicable law within or outside Canada.

What your information is used for:

- Personal information that we collect will be used for the purposes of administering and servicing the products you have with us, and for our internal data management and analytics purposes.
- This may include investigating claims, paying benefits, and creating and maintaining records concerning our relationship.

Your consent will be valid until we receive written notice that you have withdrawn it, subject to legal and contractual restrictions. For example, if you withdraw your consent, we may not be able to allow you to remain in the plan.

If you want to know more:

For a copy of our Privacy Guidelines, or if you have questions about our personal information policies and practices (including with respect to service providers), write to our Chief Compliance Officer or refer to canadalife.com.

Group Non-registered Savings Plan - Member's Certificate Policy/Plan No. 35408

In this certificate, "you" and "your" refer to the member of the group non-registered savings plan (the Plan), and "we," "us," and "our" refer to the issuer, The Canada Life Assurance Company. We can be contacted at 1-800-724-3402 or by visiting grsaccess.com.

We will pay benefits in accordance with this certificate.

Section 1. Interpretation

In this Plan:

"Administrative Rules" means the rules and procedures of the Issuer relating to the operation of the Plan.

"Applicable Legislation" means the Income Tax Act and any other federal or provincial legislation affecting non-registered savings plans.

"Contributions" means amounts paid to the Issuer on behalf of a Member.

"Head Office" means the head office of the Issuer, located in London, Ontario, Canada, or such other administration office of the Issuer servicing the Plan, as may be communicated to the Plan Sponsor.

"Income Tax Act" means the *Income Tax Act* (Canada) and regulations as amended.

"Investment Option" means any of the guaranteed investments and variable investment funds available under the Plan.

"Investment Rules" means the rules and regulations of the Issuer relating to the management of an Investment Option.

"Issuer" means London Life Insurance Company.

"Maturity Date" of this certificate means the date the Member or annuitant attains age 100.

"Member" means the applicant who completed the application of membership.

"Plan" means the Plan Sponsor's Group Non-registered Savings Plan.

"Plan Sponsor" means the employer, association or other organization sponsoring this Group Non-registered Savings Plan.

Section 2. Group Plan

This certificate describes the rights and benefits of a Member of the Plan.

Section 3. Plan Sponsor as Agent

The Plan Sponsor is required to provide the Issuer with any information or instructions required by the Issuer to administer the Plan.

The Issuer is entitled to rely on any information or instructions provided to it by the Plan Sponsor respecting a Member or on behalf of a Member as if such information or instructions were provided to the Issuer directly by the Member. Upon joining this Plan, the Member appoints the Plan Sponsor as the Member's agent for all purposes in connection with the provision of information or instructions to the Issuer respecting the Plan until such time as the Issuer receives notice that the Member is no longer a Member of the Plan.

Section 4. Investment Rules

The Issuer has established Investment Rules relating to the management of the guaranteed investments and variable investment funds available under the Plan. The operation of the Plan and the rights of the Members will be subject to the Investment Rules. The Issuer may amend the Investment Rules at any time and will provide the Plan Sponsor with prior notice of material changes wherever possible. From time to time changes to the Investment Rules may be imposed on the Issuer by fund managers and in those circumstances prior notice may not be possible.

Section 5. Contributions

The Issuer will establish separate accounts for each Member and Contributions received on behalf of each Member will be allocated to the Member's account.

Section 6. Investment Options

Contributions will be invested in one or more of the various Investment Options which the Issuer makes available to the Plan from time to time, as directed by the Member and/or Plan Sponsor, as applicable, and will be allocated to the Member's account. If no election has been made by the Member, new Contributions will be invested in the default Investment Option(s) selected by the Plan Sponsor, or in a short-term guaranteed investment selected by the Issuer if a default has not been selected by the Plan Sponsor. Contributions invested in an Investment Option will be subject to the Investment Rules. The Issuer may amend the terms of any Investment Option or add or withdraw any Investment Option at any time. The Issuer will provide 60 days notice to the Plan Sponsor of any material change to an Investment Option.

a) Guaranteed Investments

Contributions may be invested in guaranteed investments of various durations at guaranteed interest rates. Investments in the guaranteed investments described in this certificate are guaranteed both as to principal and interest. Contributions invested in a guaranteed investment will earn interest in the manner and at the rate applicable to that investment in accordance with the Investment Rules. The interest rate on any such investment is compounded daily and guaranteed until the end of the month in which the selected interest guarantee period expires.

At the end of the interest guarantee period of any guaranteed investment, the Member and/or Plan Sponsor, as applicable, may select any new interest guarantee period the Issuer is then offering, so long as it does not extend beyond the Maturity Date of this certificate. Alternatively, the Member and/or Plan Sponsor, as applicable, may select any other Investment Option the Issuer is then offering. If no selection is made, the Contributions and interest will be reinvested for the same term, at the guaranteed interest rate in effect at the time of reinvestment.

Subject to the terms of this certificate, the Member may withdraw amounts from any guaranteed investment before the end of the interest guarantee period. If Contributions are withdrawn from a guaranteed investment, the value withdrawn will be calculated in accordance with the Schedule of Fees applicable to the Plan.

b) Variable Investment Funds

The Issuer offers a variety of variable investment funds. **Contributions invested in a variable investment fund are not guaranteed either as to earnings or as to principal. The value of the Member's account in a variable investment fund will fluctuate with the financial experience of the fund.**

The assets of a variable investment fund belong to the Issuer but they are available only for the benefit of unit holders of the fund. If the Member invests a contribution in a variable investment fund the Member will acquire units in the fund equal to the value of the Member's Contribution on the date the investment is made.

The Issuer determines the value of the units of a variable investment fund on each valuation date of that fund and investments into and withdrawals from a fund can only be made on a valuation date. Most funds offered by the Issuer are valued on a daily basis but the Issuer may value funds less frequently in accordance with the Investment Rules. The unit value of a fund on a valuation date is determined by dividing the value of the assets of the fund, less the investment management fee described below, by the number of units in the fund immediate before the valuation date.

An investment management fee is charged and includes a fee for managing the variable investment funds, a fee for providing other services under the Plan and may include an amount for administrative expenses and other services under the Plan in accordance with the schedule of fees applicable to the Plan. This fee may either be deducted from the value of the assets of the fund (as part of the calculation of the unit value of a fund), or with the consent of the Issuer, the Plan Sponsor may elect to pay this fee separately.

Section 7. Benefits - Income at Maturity

If the Member or annuitant is living on the Maturity Date the Issuer will liquidate the value of the funds held in the Member's account and will apply the value to provide an annuity to the Member under which periodic payments will be paid to the Member or annuitant for the Member's or annuitant's lifetime with payments guaranteed for 10 years. If the Member or annuitant prefers, by notice to the Issuer, the Member may elect another form of annuity settlement option that the Issuer is offering at that time.

Annuity payments will be in equal periodic amounts payable yearly or more frequently. The annuity will be issued in accordance with the Issuer's rules and issue rates for annuities which are then applicable. The Member or annuitant must provide the Issuer with satisfactory proof of the date of the Member's or annuitant's birth and sex on or before the Maturity Date. If there has been any misstatement, the Issuer will make any adjustments it considers equitable.

Annuity benefits payable to the surviving spouse of a Member or annuitant following the death of the Member or annuitant may not exceed the annuity payments which were being made to the Member or annuitant before the Member's or annuitant's death, except for increases due to indexing. At the date of the Member's or annuitant's death, the present value, as determined by the Issuer, of any remaining payments will be paid in one sum and the annuity will be terminated.

If this certificate is governed by laws of the province of Quebec and the Group Non-registered Policy was established on or after March 1, 2006, the amount of the annuity payments will be determined by multiplying the value of the Member's account (less any applicable fees and charges) one month before the date annuity payments commence by the greater of:

- i) the Issuer's then current annuity rate for a single life non-participating annuity with a guaranteed period of 10 years; and
- ii) for each \$1,000 of the value:
 - if the Member or annuitant is male and the Member elects to commence annuity payments
 - in the month next following the month the Member or annuitant attains the age of 80 years, \$5.10;
 - in the month next following the month the Member or annuitant attains the age of 90 years, \$5.95; or
 - if an election is not made the rate will be \$5.96 in the month next following the Maturity Date when the Member or annuitant attains age 100.
 - if the Member or annuitant is female and the Member elects to commence annuity payments
 - in the month next following the month the Member or annuitant attains the age of 80 years, \$4.84;
 - in the month next following the month the Member or annuitant attains the age of 90 years, \$5.92; or
 - if an election is not made the rate will be \$5.96 in the month next following the Maturity Date when the Member or annuitant attains age 100.

Section 8. Withdrawal of Funds

Subject to the terms of this certificate, on or before maturity, the Member may withdraw all or part of the value of the Member's account by giving notice to the Issuer and may elect:

- i) to purchase any form of annuity that the Issuer is offering at that time commencing no later than the Maturity Date; or
- ii) to receive payment in cash.

The value of the Member's account will be reduced by the amount of any withdrawals.

All such elections will be completed in accordance with the Administrative Rules and the Investment Rules.

Notwithstanding the above provisions, the Plan Sponsor may impose restrictions on withdrawals and/or transfers to which the Member will be subject during the duration of the Member's eligibility under the Plan.

Section 9. Termination of Plan or Membership

If the Group Non-registered Policy is terminated or if the Member ceases to be eligible to participate under the Group Non-registered Policy, no further Contributions may be made under this certificate. When the Issuer receives notice that such an event has occurred, the Plan Sponsor will cease to be the Member's agent and the Issuer may, without accepting any obligation or responsibility to do so, withdraw the value of the Member's account. The Issuer may exercise this right at any time. The Member will be given 60 days from the date the Issuer receives notice of the occurrence of the event to provide the Issuer with withdrawal instructions. If the Member does not provide such instructions within the 60 day period, the Member will be deemed to have instructed the Issuer to transfer the value of the Member's account to another non-registered savings plan as the Issuer deems appropriate, and hereby appoints the Issuer to be the Member's agent for this and any related purpose and the Issuer hereby accepts such appointment. In the alternative, if another non-registered savings plan is deemed to not be appropriate, the Issuer will pay the proceeds to the Member in cash.

The beneficiary designated by the Member under this certificate will also serve as the beneficiary designation under any alternate non-registered savings plan issued to the Member by the Issuer to replace this certificate upon the termination of the Group Non-registered Policy or the Member's eligibility to participate under the Group Non-registered Policy, until and unless the Member changes or revokes such beneficiary appointment.

Section 10. Limitation of Liability

The provision of a life annuity, or another form of annuity settlement option, or a withdrawal of the value of the Member's account, will constitute a full and final settlement of the rights of the Member or beneficiary, as applicable, with respect to the Plan, as against the Plan Sponsor, any subsidiary or affiliated companies participating in the Plan, any agents of the Plan Sponsor, the Issuer and any agents of the Issuer.

Section 11. Legal Actions

Every action or proceeding against an insurer for the recovery of insurance money payable under the contract is absolutely barred unless commenced within the time set out in the *Insurance Act* (for actions or proceedings governed by the laws of Alberta and British Columbia), *The Insurance Act* (for actions or proceedings governed by the laws of Manitoba), the *Limitations Act, 2002* (for actions or proceedings governed by the laws of Ontario), or other applicable legislation. For those actions or proceedings governed by the laws of Quebec, the prescriptive period is set out in the *Quebec Civil Code*.

Section 12. Death of the Member

The Member may designate a person to receive all amounts payable to a beneficiary under this certificate. The Member may change or revoke a revocable beneficiary designation as permitted by law. If the Member or annuitant dies before the value of the Member's account has been applied to provide an annuity or has been withdrawn or transferred, the Issuer will pay that value to the beneficiary in one sum in accordance with the Issuer's then current practices.

Section 13. Taxes

All fees and charges payable to the Issuer are net of any applicable taxes and any such taxes will be payable or recoverable in the same manner as the fees and charges to which they relate.

Section 14. General Provisions

Any notice to the Issuer must be in writing or such other form as may be agreed upon between the Issuer and the Plan Sponsor. Such notice will be effective when received at the Head Office of the Issuer.

Any notice to the Plan Members will be in writing and will be effective on the date it is received.

The Issuer may amend the terms and conditions of the certificate issued to Members upon 60 days notice to the Plan Sponsor, unless otherwise specified. Continuation in the Plan after the effective date of such amendment will constitute acceptance of such amended terms.

If the Issuer agrees to amend or waive any provision of this certificate the amendment or waiver is effective only if it is in writing and signed on behalf of the Issuer by an authorized officer of the Issuer.

A Member or claimant may request copies of documents to which the individual is entitled to receive under the Applicable Legislation.

All payments to or by the Issuer will be in legal Canadian currency.

The ultimate responsibility for administering the Plan in accordance with the Plan's terms lies with the Plan Sponsor.

The Plan is subject to the Applicable Legislation. To the extent of any inconsistency between the Plan and the Applicable Legislation, the Applicable Legislation will override the terms of the Plan.

Paul A. Mahon
President and Chief Executive Officer

Jeffrey F. Macoun
President and Chief Operating Officer,
Canada