

Investor Information

Investor Name (print name) _____ Social Insurance Number _____

Joint Investor Name (print name) _____ Social Insurance Number _____

Address _____ City _____ Province _____ Postal Code _____

Home Phone _____ Alternate Phone _____ Email Address _____

Receiving Institution Information

Investor Account Number _____ **Account Type** (select only one): Canadian US

Mail all Cheques (payable to Credential Direct) or Transfer forms to:

Credential Direct _____ 700 – 1111 W. Georgia St. _____ Vancouver _____ BC _____ V6E 4T6 _____ 7799/ _____
Receiving Institution Name Receiving Institution Address City Province Postal Code Dealer/Rep Code

For Use by Mutual Fund Brokers/Dealer Only

Credential Securities Inc. _____ #700 – 1111 West Georgia Street _____ Vancouver _____ BC _____ V6E 4T6 _____
Receiving Institution Name Receiving Institution Address City Province Postal Code

7799 _____ 5083 _____ CRED _____ T088 _____ Partner & Client Care _____
Dealer Rep Code DTC# CUID# FINS# Contact Name

Investor Direction to Relinquishing Institution

Relinquishing Institution Name _____ Investor Account Number _____

Address _____ City _____ Province _____ Postal Code _____

Transfer (select one):

- All in kind** (as is) All in cash* Partial - in kind** &/or in cash* (as listed below or List Attached)

NOTE: Please sign any transfer instructions included as attachments to the Transfer form.

Please attach a copy of the latest statement of your account (including a full list of assets) at the Relinquishing Institution.

<input type="checkbox"/> In Kind	<input type="checkbox"/> Dollars	_____	_____
<input type="checkbox"/> In Cash	<input type="checkbox"/> Units/Shares	Investment Amount	Investment Description
<input type="checkbox"/> In Kind	<input type="checkbox"/> Dollars	_____	_____
<input type="checkbox"/> In Cash	<input type="checkbox"/> Units/Shares	Investment Amount	Investment Description
<input type="checkbox"/> In Kind	<input type="checkbox"/> Dollars	_____	_____
<input type="checkbox"/> In Cash	<input type="checkbox"/> Units/Shares	Investment Amount	Investment Description

Please cancel all open orders (G.T.C./SIP/SWP/PAC, etc.) for my Account(s) on your books.

Investor Authorization

*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

**Where I have requested a Transfer In Kind, I agree to pay any applicable fees, charges, adjustments or to satisfy any minimum payment required by law.

By signing here, I confirm I have read the disclosure and authorize the transfer of my accounts and its investments as described above.

X _____ **X** _____ Date (dd/mmm/yyyy) _____
Investor Signature Joint Investor Signature

This Investor Disclosure and informational document was developed to help you understand the account transfer process. *Read this document carefully before signing the **Investor Authorization** section.* Should you have any questions after reading this document, please contact a **Credential Direct 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 **Credential Direct** in the form of cash.

Important Note: 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 relinquishing 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.

If you select *In Kind* you cannot also select *Dollars*. In the situation where you prefer to specify a dollar value rather than number of shares, please complete similar to the following example:

<input checked="" type="checkbox"/> In Kind	<input type="checkbox"/> Dollars	\$2,500 worth of	XYZ Bond Fund
<input type="checkbox"/> In Cash	<input type="checkbox"/> Units/Shares	Investment Amount	Investment Description

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.

Under current IIROC regulations, **ATON-eligible securities** should be transferred within **10 business days** from the time of receipt by the Relinquishing Institution. **Non-ATON eligible securities** may take up to **25 business days or longer** depending upon volumes at the relinquishing institution.

Types of Investment Products

Mutual Funds

Currently, mutual fund products take longer to fully transfer, and may result in a possible delay into your account, due to the requirement of re-registering the mutual fund at the fund companies.

Guaranteed Investment Certificates & Term Deposits

Generally, a Guaranteed Investment Certificate (GIC) **is not transferable In Kind (as is) prior to the maturity date**. Most GIC's 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), and private company shares.

Rejected Transfers

An account transfer request may be rejected by the Relinquishing Institution for a number of reasons, such as, insufficient funds to cover fees, account not in good standing, i.e. under margined, short position(s), etc.

If for any reason your transfer has been rejected by the Relinquishing Institution, they may return the transfer to **Credential Direct** unprocessed. *When the rejection has been rectified, the transfer process must begin again with the Relinquishing Institution using the date of receipt of the corrected transfer documents as the start date of the transfer process.*

How much will it cost to transfer my account?

Transfer Fees

Some Institutions charge a Transfer Out fee, although the specific cost will vary from firm to firm.

Important Note: Please ensure that you have sufficient funds available in your account at the Relinquishing Institution to cover transfer and administration fees. If sufficient funds are not available, the Relinquishing Institution may reject the transfer unprocessed, thus causing a lengthy delay.