



IWA-FOREST INDUSTRY PENSION PLAN

Suite 2100 - 3777 Kingsway, Burnaby, BC V5H 3Z7

Telephone: 604.433.5863 / Fax: 604.433.0518 / Toll-free in BC: 1.800.913.0022

AGREEMENT FOR THE ADMINISTRATION OF LOCKED-IN FUNDS

This form must be completed by the Plan member's financial institution or agent. See reverse for instructions.

MEMBER INFORMATION

Name:	Date of birth: _____ / _____ / _____ day month year
Individual locked-in account number:	

FINANCIAL INSTITUTION (TRANSFeree) INFORMATION

Every provincial pension standards branch has an approved contract list of all registered financial institutions. The name of the financial institution listed below must be written exactly as it appears on the applicable approved contract list. See reverse for details.

Name of registered financial institution:	
Address:	
Name of direct contact:	
Phone number of direct contact :	Fax number:
If applicable, registration name of agent for above financial institution:	

TRANSFEROR INFORMATION

The IWA-Forest Industry Pension Plan	Registration number: 0373332
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AGREEMENT

In consideration of a request from the member to transfer their pension funds to a locked-in retirement savings plan or registered pension plan, the Transferee agrees and guarantees the following:

1. All monies resulting from this transfer and any subsequent transfer from the Plan be locked-in for the provision of a life annuity as prescribed by the relevant provincial pension standards act.
2. That the Transferee will ensure that any subsequent transfer to a locked-in retirement vehicle is made subject to the same locked-in provision as the original transfer agreement in accordance with pension law.

The Transferee acknowledges that the Transferor (the Plan) is relying on the above representations and warranties to transfer the Plan member's funds into the locked-in account indicated above.

Signature of signing authority

Name of signing authority (please print)

Date: _____ / _____ / _____
day month year

Instructions for completing the locked-in agreement

This form must be completed by the financial institution or agent only.

- ▷ Print NAME, DATE OF BIRTH and ACCOUNT NUMBER of the Plan member
- ▷ Transfers can only be made to locked-in contracts whose registration name appears on the approved list issued by the pension standards branch in the province where the member last worked. It is the responsibility of the financial institution to obtain the appropriate “Approved Contract List:”

In British Columbia: BC Pension Standards Branch www.fic.gov.bc.ca

In Alberta: Alberta Labour & Employment Pensions Ph. #(780) 427-2756

In Saskatchewan: Pension Benefits Branch Ph. #(306) 787-7650

In Manitoba: Department of Labour, Pension Commission Ph. #(204) 945-2745

- ▷ Once you have obtained a copy of the list, write the REGISTRATION NAME of your institution or agent EXACTLY AS SHOWN ON THE LISTING
- ▷ Write down the financial institution’s address
- ▷ Write down the name, phone and fax number of a direct contact at the financial institution
- ▷ The form must be signed and dated by an authorized representative from the financial institution. The signing authority must also PRINT their name at the bottom right had corner.
- ▷ Return to the IWA–Forest Industry Pension Plan Office with the other required documents:
 - *Break in service election form*
 - *T2151 form*
 - A photocopy of the Plan member’s *birth certificate* or other proof of age documentation
 - If necessary, name change documentation (eg. *marriage certificate*)
- ▷ **All documents must be received by the Plan Office before the deadline specified on the member’s statement**