

**PROVINCE OF SASKATCHEWAN**

[www.steadyhand.com](http://www.steadyhand.com)

1-888-888-3147

Steadyhand Investment Funds Inc.  
1747 West 3<sup>rd</sup> Avenue  
Vancouver, BC V6J 1K7

\_\_\_\_\_  
Annuitant's Name (Please print)

\_\_\_\_\_  
Social Insurance Number

\_\_\_\_\_  
RIF Account Number

Upon receipt of funds from a Saskatchewan RPP, the Trustee further agrees to, and the Annuitant acknowledges, the following:

1. **Definitions.** In this Addendum:

- (a) **Act** means the *Income Tax Act* (Canada), as amended from time to time;
- (b) **life annuity** means “life annuity”, “life annuity contract”, “life pension”, “deferred life annuity” or “immediate life annuity” as defined in Pension Legislation that conforms with the Act and Pension Legislation;
- (c) **LIRA** means a “LIRA” or “locked-in retirement account” as defined in Pension Legislation and, where those terms are not defined, means a registered retirement savings plan that satisfies the conditions under Pension Legislation for receiving funds that originate from an RPP;
- (d) **Pension Legislation** means the *Pension Benefits Act, 1992* (Saskatchewan) and the Regulations thereunder;
- (e) **prescribed RIF** means a “registered retirement income fund contract” as defined in Section 29.1(1) of the Regulations under Pension Legislation;
- (f) **PRPP** means an account governed by *The Pooled Registered Pension Plans (Saskatchewan) Act*, and its Regulations, as amended from time to time;
- (g) **RPP** means a registered pension plan governed by Pension Legislation or established by other legislative authority;
- (h) **Spouse** means a “spouse” as defined in Pension Legislation in the context of a prescribed RIF; provided, however, it only includes a person recognized as a spouse or common-law partner for the purposes of the Act. A spouse will not include a spouse of a “surviving spouse owner” as that term is defined in Pension Legislation;
- (i) **Trustee** means Canadian Western Trust Company;
- (j) **Variable Benefit** means a “variable benefit” as defined in Section 29.2(1) of the Regulations under Pension Legislation;
- (k) The terms “Annuitant” and “Fund” shall have the same meanings as are given to them in the Declaration of Trust; and
- (l) Words defined in Pension Legislation have the same meanings in this Addendum unless otherwise defined herein.

2. **Compliance.** If locked-in funds are transferred or will be transferred to the Fund, directly or indirectly, from an RPP, the additional provisions of this Addendum form part of the Declaration of Trust. In case of any inconsistency between this Addendum and the Declaration of Trust, this Addendum will apply. The Trustee will comply with all relevant provisions of Pension Legislation.
3. **Transfers to the Fund.** The Trustee will not accept any transfers to the Fund from a source or in circumstances not permitted by Pension Legislation. The transfer may only be made after the Trustee receives consent from the Spouse in the form and manner required by Pension Legislation.
4. **Investments.** The investments held in the Fund must comply with the investment rules imposed by the Act for a registered retirement income fund.
5. **Fiscal Year of the Fund.** The fiscal year of the Fund ends on December 31 of each year and will not exceed 12 months.
6. **Value of the Fund.** For the purpose of a transfer of assets, the purchase of a life annuity contract, a payment or transfer on the death of the Annuitant, or transfer to the Spouse on marriage break-up, the value of the contract shall be the aggregate market value of the securities held in the Fund as of the market closing immediately prior to such payment or transfer.

The Trustee, to establish the value of the Fund, will use a recognized pricing service, contact the issuer for value, or use the Financial Post or other leading financial papers. In the case of a purchase of a life annuity, all assets would be sold at market value on the date of sale.

7. **Annual Information Statement.** The Trustee will provide the Annuitant with the information as specified in Pension Legislation.
8. **Payment of Income.** The Annuitant will be paid an income, the amount of which may vary annually and which will commence not later than the last day of the second fiscal year of the Fund. After receipt of the information specified in paragraph 7, the Annuitant will establish the amount of income to be paid during each fiscal year of the Fund at the beginning of that fiscal year and after the receipt of the information as outlined in Pension Legislation. If the Annuitant fails to establish the amount of income to be paid during each fiscal year of the Fund, the minimum amount required under the Act shall be deemed to be the amount to be paid.

If the Trustee guarantees the rate of return of the Fund over a period that is greater than one year and that ends at the end of a fiscal year, the Annuitant may establish the amount of income to be paid during that period at the beginning of that period. Where the amount of income to be paid to the Annuitant is fixed at an interval of more than one year, paragraphs 9 and 10 of this Addendum will apply with such modifications as the circumstances require to determine, at the date of the beginning of the first fiscal year of the Fund in the interval, the amount of income to be paid for each fiscal year in that interval.

9. **Determination of Income to be Paid.** The amount of income paid during a fiscal year of the Fund may not be less than the minimum amount required to be paid under the Act.
10. **Income to be Paid Out in the Initial Year.** For the initial fiscal year of the Fund, the minimum amount to be paid, as referred to in paragraph 9 of this Addendum, will be set at zero.
11. **Payments after Marriage Breakdown.** The property of the Fund may be subject to division under family law and Pension Legislation. The Trustee will make a payment or payments out of the Fund to the extent and in the manner permitted or required by applicable law:

- (a) to effect a division of property, provided the payment is made pursuant to a court order, marriage contract or separation agreement under applicable marital property legislation; or
- (b) pursuant to an execution, seizure, attachment or other process of law in satisfaction of an order for support or maintenance.

12. **Beneficiary Designation.** The designation of a person other than the Annuitant's Spouse as the beneficiary of the Fund will not be valid if the Annuitant has a Spouse who is entitled to survivor benefits under the Fund because of Pension Legislation. The Annuitant may designate a person other than the Annuitant's Spouse provided that the Spouse waives his / her status as a designated beneficiary in the form and manner required by Pension Legislation.

13. **Death of Annuitant.** Following the death of the Annuitant, provided the Spouse survives the Annuitant for 30 days or more, the property of the Fund will be paid to the surviving Spouse of the Annuitant unless the surviving Spouse is not entitled to survivor benefits under Pension Legislation. The surviving Spouse may instruct the Trustee to transfer the property of the Fund to an RSP, a RIF, or a life annuity as permitted by Pension Legislation and paragraph 60(l) of the Act, or may receive the property in cash.

If there is no surviving Spouse or where the surviving Spouse waives the spousal entitlement in the form and manner required by Pension Legislation, the property of the Fund will be paid to the person designated as beneficiary of the Fund, or if no such person has been designated, to the legal representative of the deceased Annuitant's estate.

14. **Transfers from the Fund.** Subject to any restrictions imposed by the Act and by Pension Legislation and after payment to the Annuitant of the minimum amount for the year, the property of the Fund may be transferred to an RPP that provides for a Variable Benefit, PRPP, LIRA, or prescribed RIF or used to purchase a life annuity in accordance with paragraph 60(l) of the Act. Where the Fund holds identifiable and transferable securities, the transfer or purchase may, unless otherwise stipulated, at the option of the Trustee and with the consent of the Annuitant, be effected by remittance of the investment securities of the Fund.

Before transferring property of the Fund, the Trustee will:

- (a) confirm that the transfer is permitted under Pension Legislation and the Act;
- (b) write to the issuer of the recipient plan to notify it of the pension legislation that governs the property; and
- (c) not permit the transfer unless the issuer of the recipient plan agrees to administer the transferred property according to Pension Legislation.

If the Trustee does not comply with the above, and the issuer of the recipient plan fails to pay the money transferred in the form of a pension or in the manner required or permitted by Pension Legislation, the Trustee will provide or ensure the provision of the pension in a manner and in an amount that would have been provided had such property not been paid out.

If, prior to the transfer, the minimum required payment for the fiscal year, by reason of the application of paragraph 9, has not been satisfied, the Trustee will withhold adequate funds to satisfy this minimum payment requirement in accordance with paragraph 146.3(2)(e.1) or (e.2) of the Act.

Where property is being transferred to a prescribed RIF, the Annuitant's Spouse must provide a consent or waiver in the form and manner required by Pension Legislation.

15. **Payments or Transfers Contrary to Pension Legislation.** If property is transferred or paid out of the Fund contrary to Pension Legislation, the Trustee will ensure that the Annuitant receives a life annuity or an amount and, if required by Pension Legislation in a manner that would have been provided if the property had not been transferred or paid out of the Fund.
16. **Spousal Waiver.** The Annuitant's Spouse may waive the right to a life annuity as the surviving Spouse and may revoke the waiver. The Annuitant's Spouse must give the waiver before payments under the life annuity begin in the form or manner stipulated by Pension Legislation.
17. **Prohibition.** The property of the Fund may not be assigned, charged, alienated, anticipated or given as security or subjected to execution, seizure or attachment, except as permitted by Pension Legislation. A transaction that is contrary to this paragraph is void.
18. **Amendments.** From time to time, the Trustee may amend the Declaration of Trust (including this Addendum), if the amendment does not disqualify the Fund as a prescribed RIF and if the amendment is filed with and approved by Canada Revenue Agency. The Trustee will provide the Annuitant with 90 days written notice (including notice of the Annuitant's entitlement to transfer the property out of the Fund) of any amendment that reduces benefits under the Fund.

\_\_\_\_\_  
Signature of Annuitant

\_\_\_\_\_  
Date

**Accepted by:**

Steadyhand Investment Funds Inc. as agent for  
**Canadian Western Trust Company**  
600 – 750 Cambie Street  
Vancouver, BC V6B 0A2

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**TO BE COMPLETED BY THE ANNUITANT:**

**CURRENT SPOUSAL STATUS:**

(This data is necessary in order to complete prescribed government forms.)

Single       Married       Common law       Divorced       Separated

**Spousal Information:**

Name: \_\_\_\_\_

SIN: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Are you the individual who was a member of the pension plan from which locked-in funds originated?  Yes  No

The Normal Retirement Age of the Registered Pension Plan from which the transferring benefit originated is age \_\_\_\_\_ and, if applicable, the Early Retirement Age is age \_\_\_\_\_



**Form 1**

[Subclause 29.1(4)(b)(ii)]

**SPOUSE'S CONSENT TO TRANSFER TO A REGISTERED RETIREMENT INCOME FUND CONTRACT**

I, \_\_\_\_\_  
(print or type full name of spouse)

certify that I am the spouse (within the meaning of clause 2(1)(ff) of *The Pension Benefits Act, 1992*) of

\_\_\_\_\_  
(print or type full name of member or former member)

(hereinafter called "the owner") who is a member or former member of a registered pension plan that is subject to the provisions of *The Pension Benefits Act, 1992*.

1. I understand that the owner wants to transfer his or her pension benefit entitlement to a registered retirement income fund contract (hereinafter called "the contract") in accordance with section 29.1 of *The Pension Benefits Regulations, 1993*, and that my written consent is required to enable the owner to make the transfer.

2. I understand that transferring the pension benefit entitlement to the contract will allow the owner to manage the money in the contract, subject to the minimum annual withdrawal payment required by the *Income Tax Act (Canada)*.

3. I also understand that there is no maximum withdrawal restriction imposed under the contract and that the owner may withdraw part or all of the balance of the money in the contract at any time.

4. I certify that this consent is being signed freely and voluntarily without any compulsion on the part of the owner and outside the immediate presence of the owner.

In witness whereof, I sign this consent at \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ in the presence of

\_\_\_\_\_  
(print or type name of witness)

of \_\_\_\_\_  
(address of witness)

\_\_\_\_\_  
(Signature of witness)

\_\_\_\_\_  
(Spouse's signature)

**COMMENTS AND INSTRUCTIONS**  
**FORM 1**  
**SPOUSE'S CONSENT TO TRANSFER TO A REGISTERED RETIREMENT INCOME FUND**  
**CONTRACT**

This consent must be completed by the spouse of a member or former member (hereinafter called "the owner") of a pension plan that is subject to the provisions of *The Pension Benefits Act, 1992* (the Act), where the owner wishes to transfer his or her pension benefit entitlement to a registered retirement income fund contract.

A registered retirement income fund contract has no limit on the amount of annual income that may be withdrawn. The owner could withdraw the entire balance in the contract leaving the spouse with no survivor benefit payable on the death of the owner. Prior to signing this consent form, the spouse should seek the advice of a lawyer and a qualified financial advisor.

Under *The Pension Benefits Act, 1992*, a spouse is the spouse of a former member at the day on which the pension is payable to the former member. "Spouse" means:

- (a) a person who is married to a member or former member; or
- (b) if a member or former member is not married, a person with whom the member or former member is cohabiting as spouses at the relevant time and who has been cohabiting continuously with the member or former member as his or her spouse for at least one year prior to the relevant time.

This consent must be completed and signed by the spouse if the owner has assets in:

- a registered pension plan;
- a locked-in retirement account contract;
- a life income fund contract; or
- a locked-in retirement income fund contract

and the owner wishes to transfer to a registered retirement income fund contract.

The consent must be:

- completed in its entirety;
- signed by the spouse, in the presence of a witness, outside of the immediate presence of the owner; and
- filed with:
  - (a) the administrator of the registered pension plan if the assets are still held by the plan; or
  - (b) the financial institution that issued the locked-in retirement account contract, the life income fund contract or the locked-in retirement income fund contract holding the assets of the owner.

***We strongly urge the spouse to seek independent legal advice before signing this consent.***