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## What you need to know before completing this Form

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**This form is to be sent to the financial institution that administers your Ontario life income fund (LIF).**

Take the time to read the instructions to ensure the application is filled out completely and correctly.

Do not send your application to the Financial Services Regulatory Authority of Ontario. When you have completed the Parts of this application required by the instructions, give it and any other required document to the financial institution that administers your Ontario LIF.

Use this application if:

- you transferred money into an Ontario LIF that is governed by the requirements of Schedule 1.1 to Regulation 909 made under the PBA (Schedule 1.1 LIF); **and**
- you want to apply to the financial institution to withdraw or transfer up to 50% of the money transferred into your Schedule 1.1 LIF.

If you are not certain whether your LIF is a Schedule 1.1 LIF, please ask your financial institution.

**You cannot use this application to:**

- withdraw or transfer money from a LIF that is governed by the requirements of Schedule 1 to Regulation 909 (Schedule 1 LIF) or from an Ontario locked-in retirement income fund (LRIF);
- withdraw or transfer up to 50% of the money transferred after December 31, 2010, from one Schedule 1.1 LIF to another Schedule 1.1 LIF, unless the transfer into the receiving Schedule 1.1 LIF was made under the terms of an order under the Family Law Act, a family arbitration award or a domestic contract as defined in Part IV of that Act.

**This application will not be valid if it is received by the financial institution that administers the Schedule 1.1 LIF on a date more than 60 days after the money was transferred into the Schedule 1.1 LIF.**

Please be aware that when money is withdrawn or transferred from an Ontario LIF to an unlocked account, the money may lose the creditor protection provided by the PBA and Regulation 909.

Any withdrawal or transfer from your Ontario LIF may have tax consequences. To find out more about any possible tax consequences, contact the Canada Revenue Agency at 1-800-959-8281.

When you have completed the application, give it and any other required document to the financial institution that administers your Schedule 1.1 LIF.

**Note:** Under privacy legislation, it is the responsibility of your financial institution to advise you of the purposes for which personal information is collected, used or disclosed, and to obtain any necessary prior consent from you to any such collection, use or disclosure.

This form is required by Schedule 1.1 to Regulation 909.

## Part 1 - Information About the Owner of the Schedule 1.1 LIF

### 1. Provide the following information about yourself:

Last Name	First Name	Initials	Date of Birth (yyyy/mm/dd)
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### Mailing Address

Unit Number	Street Number	Street Name	
City		Postal Code	Province
Telephone Number	Ext.	Fax Number	E-mail Address (optional)

### 2. Provide the following information about your Schedule 1.1 LIF:

Check your Schedule 1.1 LIF contract, or the statements you have received from your financial institution (bank, insurance company, etc.). If necessary, ask your financial institution.

Name of the financial institution that administers your Schedule 1.1 LIF

Address of the financial institution that administers your Schedule 1.1 LIF

Policy Number or Account Number of your Schedule 1.1 LIF

## Part 2 - Withdrawal or Transfer of up to 50% of Transferred Money

1. What date was the money to which this application applies transferred into your Schedule 1.1 LIF? (yyyy/mm/dd) \_\_\_\_\_

**Note: This application will not be valid if it is received by the financial institution that administers the Schedule 1.1 LIF on a date more than 60 days after the money was transferred into the Schedule 1.1 LIF.**

2. How much money was transferred into the Schedule 1.1 LIF on that date? \$ \_\_\_\_\_

3. How much of this money do you want to withdraw or transfer from your Schedule 1.1 LIF?  
Check only **one** box:

50% of this money.  The amount of \$ \_\_\_\_\_ which is less than 50% of this money.

Fill in how much money you want to withdraw or transfer. If the amount you fill in is greater than 50% of the money you transferred into your Schedule 1.1 LIF on the date in question 1, you will be deemed to have requested 50% of the money transferred. Please note that this is a one-time withdrawal or transfer and that if you withdraw or transfer less than 50% of this money you will not have another opportunity to withdraw or transfer additional funds.

4. Do you want to withdraw all the money identified in question 3, or transfer all the money identified in question 3 to an RRSP or RRIF?  
Check **only one** box:

Withdraw all the money identified in question 3.

Transfer all the money identified in question 3 to an RRSP or RRIF.

**5. If you want to transfer all the money identified in question 3 to an RRSP or RRIF, provide the following information about the RRSP or RRIF to which you want the transfer made:**

Check the RRSP or RRIF contract, or the statements received from the financial institution (bank, insurance company, etc.) that administers the RRSP or RRIF. If necessary, ask the financial institution.

\_\_\_\_\_  
Name of the financial institution that administers the RRSP or RRIF

\_\_\_\_\_  
Address of the financial institution that administers the RRSP or RRIF

\_\_\_\_\_  
Policy Number or Account Number of the RRSP or RRIF

Plan type  RRSP  RRIF

**Note:** If the money to be transferred consists of identifiable and transferable securities, contact your financial institution about the possibility of transferring them in that form.

### Part 3 - Certification by the Owner of the Schedule 1.1 LIF

Please read the definition of "spouse" found at the bottom of this page and the Certification below. Then check only one of the boxes in the Certification. If you are satisfied that the Certification correctly describes your situation, then, in the presence of a witness, please sign and date the Certification, and have your witness sign and fill in the information, where indicated.

**The Certification will not be valid for the purposes of your application if it is signed on a date more than 60 days before the date the financial institution that administers your Schedule 1.1 LIF receives this completed application.**

#### Certification

I own the Schedule 1.1 LIF identified in Part 1 of this application and hereby apply to withdraw or transfer money from it as set out in this application. I certify that on the date I sign this Certification:

(Check only one of the boxes below.)

- I do not have a spouse.
- I have a spouse, but on the date I sign this Certification, I am living separate and apart from my spouse.
- I have a spouse, but all of the money in my Schedule 1.1 LIF was originally earned by my former spouse under his or her pension plan, and I became the owner of that money as a result of the breakdown in my relationship with my former spouse.
- I have a spouse, and my spouse consents to the withdrawal or transfer of money from my Schedule 1.1 LIF. (If you check this box, you will need your spouse to complete Part 4 of this application.)

I also certify that all of the information contained in this application is true, complete and correct.

I understand that the financial institution that administers my Schedule 1.1 LIF may reject my application if the information contained in this application is not true, complete and correct.

I understand that it is a criminal offence under the Criminal Code of Canada for anyone to knowingly make or use a false document with the intent that it be acted on as genuine.

Signature of Witness	Signature of Owner	Date Signed (yyyy/mm/dd)
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#### Witness Information

Last Name		First Name		Middle Name
Unit Number	Street Number	Street Name		Telephone Number
City		Postal Code	Province	Country

**"Spouse" is defined in the Pension Benefits Act as either of two persons who :**

- a) are married to each other, or
- b) are not married to each other and are living together in a conjugal relationship,
  - i. continuously for a period of not less than three years, or
  - ii. in a relationship of some permanence, if they are the parents of a child as set out in section 4 of the *Children's Law Reform Act*.

## Part 4 - Consent of the Owners Spouse to the Withdrawal or Transfer

This Part needs to be completed only if the owner of the Schedule 1.1 LIF certifies in Part 3 of this application that the owner has a spouse who consents to the withdrawal or transfer of money from the Schedule 1.1 LIF. The owner of the Schedule 1.1 LIF cannot complete this Part.

**If you are the spouse of the owner of the Schedule 1.1 LIF identified in Part 1 of this application and you are asked to consent to this application to withdraw or transfer money from the owner's Schedule 1.1 LIF, you should get advice from a lawyer about your rights and the legal consequences of signing the Consent below. You are not obligated to sign the Consent below.**

If you wish to consent, then please read the Consent below. If you are satisfied that the Consent correctly describes your situation, then, **in the presence of a witness (someone who is not the owner of the Schedule 1.1 LIF)**, please sign, date and fill in the information on the bottom of the Consent, and have your witness sign and fill in the information on the bottom of the Consent.

**The Consent will not be valid for the purposes of the owner's application if the Consent is signed on a date more than 60 days before the date the financial institution that administers the Schedule 1.1 LIF receives it.**

### Consent

I am the spouse of the owner of the Schedule 1.1 LIF identified in Part 1 of this application.

I understand that:

- (a) the owner is making an application to withdraw or transfer money from the Schedule 1.1 LIF, and that the owner cannot withdraw or transfer the money from the Schedule 1.1 LIF without my consent;
- (b) I am not required to give my consent;
- (c) as long as this money is kept in the Schedule 1.1 LIF, I may have a right to a share of this money if there is a breakdown in our relationship or if the owner dies; and
- (d) if any money is withdrawn or transferred from the Schedule 1.1 LIF, I may lose any right that I may have to a share of the money withdrawn or transferred.

I consent to the owner's application to withdraw or transfer money from the Schedule 1.1 LIF.

I give my consent by signing and dating this Consent in the presence of a witness.

Signature of Witness	Signature of Spouse	Date Signed (yyyy/mm/dd)
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### Witness Information

Last Name		First Name		Middle Name
Unit Number	Street Number	Street Name		Telephone Number
City		Postal Code	Province	Country

### Owner's Spouse Information

Last Name		First Name		Middle Name
Unit Number	Street Number	Street Name		Telephone Number
City		Postal Code	Province	Country