

**What you need to know before completing this Form**

- You may want to get legal and/or financial advice before completing this Transfer Form.
- If you were the spouse (married or common-law) of a Retired Member who has a variable benefit account, and you were provided with the **Statement of Family Law Value - Variable Benefit Account (FSRA Family Law Form FL-VB4)**, you must complete this Transfer Form if you want to transfer your share of the Family Law Value of the variable benefit account. [Note: “Family Law Value” means “imputed value” under the Ontario Pension Benefits Act.] The Retired Member does not have to complete any part of this form.
- You must have a certified copy of a court order, family arbitration award or domestic contract, which provides for the division and transfer of your share of the Family Law Value of the variable benefit account, and that states your Family Law Valuation Date.
- Send your completed Transfer Form to the pension plan administrator (Plan Administrator). **DO NOT SEND THIS FORM TO THE FINANCIAL SERVICES REGULATORY AUTHORITY OF ONTARIO (FSRA).**

**Part A – Pension Plan Information**

|   |                     |
|---|---------------------|
| Name of Pension Plan                            | Registration Number |
| Name of Employer/Union/Professional Association |                     |
| Plan Administrator                              |                     |

**Mailing Address of Plan Administrator**

|             |               |             |             |
|-------------|---------------|-------------|-------------|
| Unit Number | Street Number | Street Name |             |
| City        |               | Province    | Postal Code |

## Part B – Information about Myself (Retired Member's Spouse)

|           |                         |                            |
|-----------|-------------------------|----------------------------|
| Last Name | First Name and Initials | Date of Birth (yyyy/mm/dd) |
|-----------|-------------------------|----------------------------|

Social Insurance Number

### Mailing Address

|                         |               |                          |             |
|-------------------------|---------------|--------------------------|-------------|
| Unit Number             | Street Number | Street Name              |             |
| City                    |               | Province                 | Postal Code |
| Telephone Number (Main) |               | Telephone Number (Other) | Fax Number  |

I have a Representative / Contact person:

- Yes  
 No

### My Representative/Contact Person (if applicable)

|           |                         |
|-----------|-------------------------|
| Last Name | First Name and Initials |
|-----------|-------------------------|

My contact person is a:

- lawyer  
 other

Name of Company/Firm (if applicable)

|                         |                          |            |
|-------------------------|--------------------------|------------|
| Telephone Number (Main) | Telephone Number (Other) | Fax Number |
|-------------------------|--------------------------|------------|

## Part C – Information about the Retired Member

|           |                         |                            |
|-----------|-------------------------|----------------------------|
| Last Name | First Name and Initials | Date of Birth (yyyy/mm/dd) |
|-----------|-------------------------|----------------------------|

Retired Member's Employee/Pension Plan Identification Number

## Part D – Transfer Information

A court order, family arbitration award or domestic contract **cannot entitle** a Retired Member's spouse to an amount that **exceeds 50% of the Family Law Value of the variable benefit account**. The Plan Administrator may not transfer more than the maximum share permitted by law to the Retired Member's spouse.

If your share of the Family Law Value is expressed as a proportion (i.e. percentage) of the Family Law Value of the variable benefit account in your court order, family arbitration award or domestic contract (**settlement instrument**), interest will be added to your lump sum payment from the Family Law Valuation Date to the beginning of the month in which the transfer is made.

If your share of the Family Law Value of the variable benefit account is expressed as a specified (i.e. dollar) amount in your settlement instrument, interest from the Family Law Valuation Date to the beginning of the month in which the transfer is made will only be added to your lump sum payment if your settlement instrument explicitly requires that it be credited.

Authority for the transfer of my share of Family Law Value of the variable benefit account is set out in:

- a court order
- a family arbitration award
- a domestic contract (e.g. separation agreement)

### IMPORTANT

The amount you are reporting must be the **same** as the amount reported in your settlement instrument.

In the settlement instrument, my share of the Family Law Value of the variable benefit account to be transferred as a lump sum is expressed,

- as the following specified amount  
(interest to be added on this amount as set out in my settlement instrument) \$ \_\_\_\_\_

**or**

- as the following specified amount (no interest) \$ \_\_\_\_\_

**or**

- as the following percentage of the Family Law Value of the variable benefit account \_\_\_\_\_ %

### IMPORTANT

Your settlement instrument must clearly specify your share of the Family Law Value of the variable benefit account and your Family Law Valuation Date.

The settlement instrument specifies my share of the Family Law Value of the variable benefit account on page: \_\_\_\_\_

The settlement instrument specifies the Family Law Valuation Date on page: \_\_\_\_\_

## Part E – Selected Transfer Option

See **Part E** of the **Statement of Family Law Value – Variable Benefit Account (FSRA Family Law Form FL-VB4)** for the options that are available to you.

I choose to transfer my share of the Family Law Value of the variable benefit account to:

- A locked-in retirement account (LIRA). Complete **Part F** of this Transfer Form.
- A life income fund (LIF). Complete **Part F** of this Transfer Form. [Note: You must be eligible to buy a LIF to exercise this option. The earliest date you may buy the LIF is anytime during the calendar year before the year you turn 55 years of age. Up to 50 per cent of the money that is transferred into the LIF may be withdrawn within 60 days of transferring the money to the LIF using Form 5.2 – Application to Withdraw or Transfer up to 50% of the Money Transferred into a Schedule 1.1 LIF.]
- Another pension plan. Complete **Part G** of this Transfer Form. [Note: This option will only be available if the Plan Administrator of the receiving pension plan agrees to accept the transfer and administer the transferred amount in accordance with the Ontario Pension Benefits Act.]

## Part F – Financial Institution Information (Receiving the Transfer to a LIRA/LIF)

Name of Financial Institution (Bank, Insurance Company, etc.)

### Mailing Address

|                  |               |             |             |
|------------------|---------------|-------------|-------------|
| Unit Number      | Street Number | Street Name |             |
| City             |               | Province    | Postal Code |
| Telephone Number |               | Fax Number  |             |

Transfer to a:

- LIRA
- LIF

Policy Number or Account Number: \_\_\_\_\_

## Part G – Receiving Pension Plan Information (Transfer to Another Pension Plan)

Name of Employer

Name of Administrator of Receiving Pension Plan

Name of Receiving Pension Plan

Registration Number

Province/Jurisdiction of Plan Registration

### Mailing Address of Receiving Plan Administrator

Unit Number

Street Number

Street Name

City

Province

Postal Code

Telephone Number

Fax Number

## Part H – Required Documents

**One** of the following documents must be included with this Transfer Form:

- Certified copy of a **court order** made under Part I (Family Property) of the Ontario Family Law Act (FLA) that provides for the transfer of my share of the Family Law Value of the variable benefit account.
- Certified copy of a **family arbitration** award as defined in Part IV of the FLA that provides for the transfer of my share of the Family Law Value of the variable benefit account.
- Certified copy of a **domestic contract** as defined in Part IV of the FLA that provides for the transfer of my share of the Family Law Value of the variable benefit account.

Other documents that may be required:

- Locking-in agreement from the financial institution for the transfer of your share of the Family Law Value of the variable benefit account to a LIRA or LIF (if you completed **Part F** of this Transfer Form)
- Written confirmation from the administrator of the receiving pension plan confirming compliance with the Ontario Pension Benefits Act (if you completed **Part G** of this Transfer Form)
- Document(s) specified by the Plan Administrator under “Next Steps” of the **Statement of Family Law Value – Variable Benefit Account (FSRA Family Law Form FL-VB4)**:

## Part I – Direction and Certification

- I direct the Plan Administrator to make the transfer I have selected in Part E of this Transfer Form. I understand that once the Plan Administrator transfers the amount specified in my court order, family arbitration award or domestic contract, as applicable, in accordance with my selected option, I cannot change my mind and select another option.
- If I am attaching either a court order or family arbitration award, I certify that those documents are final and not subject to appeal or review by a court.

| Name of Retired Member's Spouse (printed) | Signature of Retired Member's Spouse | Date (yyyy/mm/dd) |
|---|--------------------------------------|-------------------|
|   |                                      |                   |