



UNCLASSIFIED

Approval Request Form Asset Transfers related to Defined Benefit Provisions of Pension Plans

(Please refer to the Instruction Guide for *Asset Transfers related to Defined Benefit Provisions of Pension Plans* while completing this form)

Transferring plan	Receiving plan
Name: _____	Name: _____
OSFI Registration Number: _____	Jurisdiction of Registration (OSFI or Provincial): _____
CRA Registration Number: _____	CRA Registration Number: _____

- 1) **Reason for the asset transfer:** _____

- 2) **Effective date of transfer:**
Day _____ Month _____ Year _____

- 3) **Will the asset transfer result in a plan merger?**
 Yes No

- 4) **Number of members affected by the asset transfer:** _____

- 5) **Are any of these members subject to provincial pension legislation?**
 Yes Province(s) _____
 No

- 6) **Is the receiving plan considered to be materially less well funded than the transferring plan?**
 Yes No

- 7) **Please confirm that the information package sent to the affected members includes:**
 - the solvency ratio of the transferring plan and of the receiving plan
 - notice of their right to make representation to the Superintendent
 - an explanation of their benefit entitlement in the receiving plan.

In addition, if the receiving plan is materially less well funded than the transferring plan:

 - the extent to which a member's benefit would be reduced if the plan were terminated and wound up with that solvency ratio
 - information on the member's option to retain their pension benefit in the transferring plan **or**





- in the case of a plan merger or amalgamation, the options available to them in lieu of retaining their pension benefit in the transferring plan.

8) Please confirm the following:

- The asset transfer does not reduce the affected members' accrued benefits.
- The period of membership for the affected members will be applied in the receiving plan
- All relevant sections of any purchase and sale agreement and any applicable collective agreement, including interpretation sections, have been provided to OSFI
- Transferring plan contributions due have been remitted.

9) Required documents attached:

- A copy of all relevant agreements (or relevant excerpts)
- A copy of the information package sent to affected members
- Actuarial Report or Opinion from the transferring plan at the effective date of transfer
- Actuarial Report or Opinion from the receiving plan at the effective date of transfer
- A copy of the Board resolution and amendment from the transferring plan related to the transfer
- A copy of the Board resolution and amendment from the receiving plan related to the transfer
- If the transferring plan is in a surplus position, the declaration that the asset transfer does not contravene the plan documents, trust agreements and any other agreements or undertakings

Comments

This form has been prepared by:

Please print

Signature

Title or Position and Company

Date

Telephone _____

E-mail _____