

Investment direction for future contributions

You can find this form online by signing in to your account with your Manulife ID at manulifeim.ca/retirement. Look for Forms under 'Quick links' or 'Helpful information' on your homepage.



Don't have a Manulife ID yet?

Sign up now to access your account anytime on our secure website. Go to manulifeim.ca/retirement, click 'Sign in' and follow the instructions to set up your Manulife ID.

Print clearly in the blank boxes. Remember to sign and date the form.

You may also provide contribution instructions online at manulifeim.ca/retirement or by calling Customer Service at 1-888-727-7766.

1. Your personal information

Plan sponsor/Employer		Group policy number*	
Member number*	Customer number* 10_ _ _ _ _	Reference number Manulife Use Only	
Last name	First name	Middle initial	
Mailing address (number, street and apartment number)			
City	Province	Country	Postal code
Telephone number	Ext.	Email address	

* See online account or statement for details.

2. Your future investment direction

For future contributions only.

A minimum of 5% per fund, whole numbers only.

If you do not complete this section, or the total does not add up to 100%, all amounts will be deposited to the plan default fund.

If your plan offers Group IncomePlus, note this option is intended to provide you with guaranteed retirement income. Before you select Group IncomePlus, review *The Bold Print*—a separate document that you'll find on the secure site under the 'Plan for Retirement' section or at manulife.ca/groupincomeplus.

Please enter the fund codes, fund names and percentages for all the funds in which you wish your future contributions to be allocated.

Fund code names and details appear online at manulifeim.ca/retirement or in the *Group Investment Report*.

Fund code	Fund name	Percentage
		%
		%
		%
		%
		%
		%
Your percentages must add up to 100%		%

The investment performance of amounts directed to a market-based fund is not guaranteed.

3. Signature

Manulife reserves the right to return incomplete forms, or forms that have been filled out incorrectly. In the event that there is an error made processing your transaction, you have thirty days to notify Manulife.

If I have selected Group IncomePlus, I acknowledge that I have read and understood *The Bold Print*—(separate document that you'll find on the secure site under the 'Plan for Retirement' section or at manulife.ca/groupincomeplus) and by signing below, I agree to the terms, conditions, and fees applicable to that option.

Your signature	Date signed (dd/mmm/yyyy)
Plan Administrators signature (if required)	Date signed (dd/mmm/yyyy)

Personal information

We collect, use, and disclose your personal information for the purpose of processing your request. We disclose your personal information to authorized employees, agents, representatives, financial institutions and other parties with whom we deal with in issuing and administering your product(s) and services, now and in the future. Also, we disclose your personal information to service providers who require this information to perform their services for us (for example data processing, programming, data storage, and printing). Unless there are contractual limitations, your personal information may be accessed or transferred within or outside Canada and may be subject to the laws of those jurisdictions. You may withdraw your consent subject to legal and contractual restrictions. You also have the right to access and correct your personal information maintained in our files. For further information you can review our Privacy Policy or email us at Canada_Privacy@manulife.ca.

Send us your documents online



It's faster and safer than email or regular mail.

From your Manulife Mobile app, sign in with your Manulife ID (choose Group Retirement). From the top left menu, select your name to get to your profile, then select **Send documents**.

or

From your desktop or tablet, sign into your account at manulifeim.ca/retirement using your Manulife ID. Look for **Send documents** on your homepage under 'Quick links' or 'Helpful information'.

If you need to mail the form, send it to one of the addresses below.

Outside of Quebec:

Manulife
Group Retirement
P.O. Box 396
Waterloo, ON N2J 4A9
Fax: 1-866-945-5110

Quebec:

Manulife
Group Retirement
2000 Mansfield, Suite 1410
Montréal, QC H3A 3A2
Fax: 1-866-945-5109