



Direct Transfer of a Single Amount Under Subsection 147(19) or Section 147.3

You can use this form to record a direct transfer. Tick the boxes that apply to you. For instructions and definitions, see the last page of this form. Legislative references on this form are to the *Income Tax Act*.

Section I – Applicant

Last name		First name and initials		Social insurance number	
Address				Telephone	

If the transfer is from a deferred profit-sharing plan (DPSP), complete parts A, C, and D. If the transfer is from a registered pension plan (RPP), complete parts B, C, and D.

Part A – Transfer from a DPSP

- I am an employee or former employee who is a beneficiary of the DPSP.
- I am a current or former spouse or common-law or former common-law partner beneficiary asking for a transfer because of the death of the employee or former employee who was a beneficiary of the DPSP.
- I am a former spouse or former common-law partner of an employee or former employee who was a beneficiary of the DPSP asking for a transfer because of a breakdown of our marriage or common-law partnership.

Canada Revenue Agency's DPSP registration number		Employer's name	
Plan number		Employer's address	

Part B – Transfer from an RPP

- I am a member of the RPP.
- I am a current or former beneficiary spouse or common-law partner asking for a transfer because of the death of a member of the RPP.
- I am the RPP member's current or former spouse or common-law partner asking for a transfer because of a breakdown of the marriage or common-law partnership.

Canada Revenue Agency's RPP registration number		Employer's name	
Plan number		Employer's address	

Part C – Description of the amount to be transferred

- Transfer my whole entitlement under the plan identified in Part A or B.
- Transfer the amount of \$ _____ which represents my partial entitlement under the plan identified in Part A or B.

Part D – Identification of the RRSP, RRIF, RPP, DPSP, SPP, or PRPP to which the funds are being transferred

- Transfer the RPP or DPSP single amount to my registered retirement savings plan (RRSP).

RRSP plan number and name

- Transfer the RPP or DPSP single amount to my registered retirement income fund (RRIF).

RRIF fund number and name

- Transfer the RPP or DPSP single amount to my RPP.

RPP plan number and name

- Transfer the DPSP single amount to my account as a beneficiary under this DPSP.

DPSP plan number and name

- Transfer the RPP or DPSP single amount to my pooled registered pension plan (PRPP).

PRPP plan number and name

- Transfer the RPP or DPSP single amount to my specified pension plan (SPP).

SPP plan number and name

Employer's name	Canada Revenue Agency's registration number of RPP or DPSP			
Transferee's address	Applicant's signature	Year	Month	Day

Section II – Transferor's certification

- The \$ _____ transferred is the applicant's whole or partial entitlement of the requestor's rights under one of the following plans.
 the DPSP identified in Part A of Section I, or the RPP identified in Part B of Section 1.
- We have transferred \$ _____ according to one of the following subsection:
 subsection 147(19) (a DPSP lump-sum transfer to an RPP, an RRSP, a RRIF, a PRPP, an SPP or another DPSP);
 one of the following subsections: 147.3(1) to (8) (an RPP lump-sum transfer to an RRSP, a RRIF, an SPP, a PRPP, or another RPP).
- A lock-in provision applies to \$ _____ of the amount we transferred from the RPP identified in Part B of Section I, under the *Pension Benefits Standards Act* or a provincial pension benefits act. _____ Does not apply
(specify the act)
- We did not transfer \$ _____ of the RPP single amount indicated in item 1 according to one of the following subsections: 147.3(1) to (8). We will report this amount as the applicant's income on a T4A slip.

I certify that the information given on this form is correct and complete.

Transferor's name	Authorized person's signature	Year	Month	Day
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Section III – Transferee's certification

- We have received the amount of \$ _____ and we have credited it to:
 the applicant's RRSP identified in Part D of Section 1. the applicant's account as a member of the RPP identified in Part D of Section 1.
 the applicant's RRIF identified in Part D of Section 1. the applicant's account as beneficiary under the DPSP identified in Part D of Section 1.
 the applicant's account as a member of the SPP identified in Part D of Section 1. the applicant's account as a member of the PRPP identified in Part D of Section 1.
- The plan to which the single amount has been transferred is registered under the *Income Tax Act*.
- We will administer the amount indicated in item 3 of Section II as a locked-in amount under the recipient fund or plan.
- We will issue a receipt for the amount indicated in item 4 of Section II.

I certify that the information given on this form is correct and complete.

Transferee's name	Authorized person's signature	Year	Month	Day
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Personal information is collected under the *Income Tax Act* to administer tax, benefits, and related programs. It may also be used for any purpose related to the administration or enforcement of the Act such as audit, compliance and the payment of debts owed to the Crown. It may be shared or verified with other federal, provincial/territorial government institutions to the extent authorized by law. Failure to provide this information may result in interest payable, penalties or other actions. Under the *Privacy Act*, individuals have the right to access their personal information and request correction if there are errors or omissions. Refer to Info Source at cra.gc.ca/gncy/tp/nfsrc/nfsrc-eng.html, personal information bank CRA PPU 005 and CRA PPU 226.

Instructions

Who can use this form?

If you are a DPSP trustee or an RPP administrator, you can use this form to record the direct transfer of a single amount for an applicant.

- As a DPSP trustee, you can make a direct transfer to another DPSP, an RPP, an SPP, an RRSP, a PRPP or a RRIF.
- As an RPP administrator, you can make a direct transfer to another RPP, an RRSP, an SPP, a PRPP or a RRIF.

Note

If you do not use this form to document the transfer, make sure that you, as the transferor, provide the transferee with the information needed to correctly complete the transfer.

Who completes this form?

- **Section I** – The plan member or beneficiary (the applicant) requesting the transfer fills out Section I. The applicant then prints and signs **four** copies of the form and gives them to the previous DPSP trustee or RPP administrator from which the amount is to be transferred (the transferor).
- **Section II** – The transferor fills out and signs Section II of all four copies. The transferor keeps one copy and sends the remaining three copies to the new DPSP trustee, the RPP, SPP or PRPP administrator, RRSP issuer, or RRIF carrier, to which the single amount is to be transferred to (the transferee), along with the property being transferred.
- **Section III** – The transferee fills out and signs Section III of the remaining three copies. The transferee then returns a copy to the transferor, sends a copy to the plan member or beneficiary, and keeps one copy for record purposes.

Transfers from a DPSP

As the transferor, you can transfer a single amount for an employee or former employee who participated in the plan as described in subsection 147(19). For that person's benefit, you can transfer the amount to an RPP, an RRSP, or to a RRIF under which that person is the annuitant or member. You can also transfer the amount to an SPP or PRPP of which that person is the member. You can also transfer the amount to another DPSP, **if it can reasonably be expected that the recipient DPSP will have at least five beneficiaries throughout the year in which you make the transfer.**

Similarly, you can transfer a single amount for the current or former spouse or common-law partner of the employee or former employee, if that person is entitled to the amount for one of the following reasons:

- the employee or former employee died; or
- the marriage or common-law partnership with the employee or former employee breaks down. In this case, the transfer has to result from a decree, order, or judgment of a competent tribunal, or from a written separation agreement that relates to a division of property in settlement of rights arising out of, or on the breakdown of, the marriage or common-law partnership.

Do not include the amount that you transfer under subsection 147(19) in the income of the person for whom you made the transfer. Also, that person cannot deduct the amount transferred. Do not issue a T4A slip or a receipt for the amount.

Do not withhold income tax from an amount you transfer under subsection 147(19).

Transfers from an RPP

As the transferor, you can transfer a single amount for a plan member to another RPP for the member's benefit, or to the member's RRSP, SPP, PRPP or RRIF.

You can transfer a single amount for the member's current or former spouse or common-law partner, if that person is entitled to the amount for one of the following reasons:

- the member dies; or
- because the marriage or common-law partnership with the member breaks down. In this case, the transfer has to result from a decree, order, or judgment of a competent tribunal, or from a written separation agreement that relates to a division of property in settlement of rights arising out of, or on the breakdown of, the marriage or common-law partnership.

In certain cases, the rules in section 147.3 limit the amount that you can transfer without tax consequences. If part of an amount transferred does not meet the rules of the subsection under which you transfer, that part is considered to have been paid to the applicant as a pension benefit. In such cases, you have to report that part as the applicant's income on a T4A slip. That part is also considered to have been contributed by the applicant to the RRSP, the SPP, the PRPP, or to the other RPP, whichever applies. The transferee should give the applicant a receipt for the amount.

Similarly, if you transfer the single amount to a RRIF, the excess part is considered to have been contributed to an RRSP. In such cases, you have to report the excess part as the applicant's income on a T4A slip. The transferee should give the applicant an RRSP receipt for the excess part.

Do not include the amount that you transfer under any of subsections 147.3(1) to (8) in the income of the person for whom you make the transfer. Also, that person cannot deduct the amount transferred. Do not issue a T4A slip or a receipt for the amount.

Do not withhold income tax from the amount you transfer under section 147.3.

Definitions

Administrator – the person, organization, or institution that is responsible for administering an RPP, an SPP, or a PRPP.

Annuitant – the person who is entitled to receive payments from an RRSP or a RRIF.

Common-law partner – a person who is not your spouse, with whom you are living in a conjugal relationship, and to whom at least one of the following situations applies. He or she:

- a. has been living with you in a conjugal relationship, and this current relationship has lasted at least 12 continuous months;

Note

In this definition, 12 continuous months includes any period you were separated for less than 90 days because of a breakdown in the relationship.

- b. is the parent of your child by birth or adoption; or
- c. has custody or control of your child (or had custody and control immediately before the child turned 19 years of age).

DPSP trustee – a corporation named as a trustee under the plan, that is resident in Canada, and licensed or otherwise authorized under Canadian law to carry on in Canada the business of offering to the public its services as a trustee. A DPSP trustee can also mean a group of at least three individuals who are resident in Canada, and who are named as trustees under the plan.

Individual plan number or individual fund number – the individual account, contract, certificate, or other identifier number that the RRSP issuer, RRIF carrier, or RPP or SPP administrator assigns.

Member – an individual (other than a trust) who holds an account under the plan and who is entitled to receive payments from an RPP, SPP or PRPP.

PRPP – a retirement savings plan to which you or your participating employer or both can contribute. Any income earned in the PRPP is usually exempt from tax as long as it remains in the plan.

RRIF carrier – a person described in subsection 146.3(1), with whom an annuitant has an arrangement that is a RRIF.

RRSP issuer – a person described in subsection 146(1), with whom an annuitant has a contract or arrangement that is an RRSP.

Single amount – an amount that is not part of a series of periodic payments.

Spouse – a person with whom you are legally married.

SPP – a pension plan or similar arrangement that has been prescribed under the *Income Tax Regulations* as a "specified pension plan" for the purposes of the *Income Tax Act* (currently the Saskatchewan Pension Plan is the only arrangement prescribed to be a specified pension plan). Many of the rules related to RRSPs also apply to SPPs.

Transferee – the administrator, issuer, or trustee of the plan, or the carrier of the fund to whom the amount is transferred.

Transferor – the administrator or trustee of the plan from whom the amount is transferred.



PURCHASE FORM

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NATIONAL INSTRUMENT 81-101 *MUTUAL FUND PROSPECTUS DISCLOSURE* ("NI 81-101") requires delivery to the purchaser of the most recently filed fund facts document, for the applicable class or series of a mutual fund, before a dealer can accept a subscription request from a purchaser for the purchase of units of a particular mutual fund.

The purpose of pre-sale delivery of a fund facts document is to:

- Provide investors with key information about a mutual fund (including: the fund's investments, risk rating, past performance, who should invest in this fund, fees and expenses and investors' rights);
- Provide the information in a simple, accessible and comparable format; and
- Provide the information before investors make their decision to buy.

NI 81-101 requirement of pre-delivery of the fund facts document for a mutual fund applies to initial purchases as well as subsequent purchases of any units of a mutual fund.

IN ORDER TO COMPLY WITH NI 81-101, FIERA CAPITAL FUNDS INC. REQUIRES THAT YOU CONSULT THE APPLICABLE FUND FACTS DOCUMENT(S) UNDERMENTIONED. PLEASE CONSIDER THE INFORMATION CONTAINED IN THE APPLICABLE FUND FACTS DOCUMENT(S) BEFORE SUBMITTING THIS PURCHASE FORM.

Fund facts documents will remain available for consultation at the hyperlinks indicated below.

CLIENT NAME:	ACCOUNT #:	
CLIENT NAME:		
FUND NAME AND HYPERLINK TO THE FUND FACTS DOCUMENT	FUND #	AMOUNT
FIERA CAPITAL INCOME & GROWTH FUND, SERIES D Hyperlink to the fund facts document	001	\$
FIERA CAPITAL DIVERSIFIED BOND FUND, SERIES D Hyperlink to the fund facts document	002	\$
FIERA CAPITAL EQUITY GROWTH FUND, SERIES D Hyperlink to the fund facts document	003	\$
FIERA CAPITAL GLOBAL EQUITY FUND, SERIES D Hyperlink to the fund facts document	004	\$
FIERA CAPITAL CORE CANADIAN EQUITY FUND, SERIES D Hyperlink to the fund facts document	007	\$
FIERA CAPITAL HIGH INCOME FUND, SERIES D Hyperlink to the fund facts document	009	\$
FIERA CAPITAL US EQUITY FUND, SERIES D Hyperlink to the fund facts document	012	\$
FIERA CAPITAL INTERNATIONAL EQUITY FUND, SERIES D Hyperlink to the fund facts document	013	\$
FIERA CAPITAL DEFENSIVE GLOBAL EQUITY FUND, SERIES D Hyperlink to the fund facts document	024	\$
NOTES		

Please make cheques payable to Fiera Capital.

Are you borrowing money to finance the purchase of these funds? Yes No

Using borrowed money to finance the purchase of securities involves greater risk than using cash resources only.

Is this a spousal contribution? Yes No

By signing below, I/we confirm having read and understood the information contained in the applicable fund facts document(s). After consideration of the information disclosed, I/we confirm that I/we am/are applying to buy units of the mutual fund(s) as indicated. As a result, Fiera Capital Funds Inc. will be receiving trailing commissions in respect of the purchased fund(s).

Signature of Client

Y	Y	Y	Y	M	M	D	D
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Date

Signature of Client

Y	Y	Y	Y	M	M	D	D
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Date