

TRANSFER GUIDELINES FOR CLASS, CLASS PLUS, CLASS PLUS 2, CLASS PLUS 2.1, CLASS PLUS 3.0 AND EMPIRE LIFE GIF CONTRACTS

Full transfer to a NEW contract or account

Account Type Includes the following account designations: <ul style="list-style-type: none"> Client Name to Nominee Nominee to Client Name Nominee to Nominee Client Name to Client Name 	Transfer Type	Disposition	Contract Information Transferred		
			DSC Schedule (if applicable)	Benefit Guarantees	Maturity Date
Non-registered to Non-registered	TIK	Cost	Yes	Yes	Yes
Registered to Registered	TIK	Cost	Yes	Yes	Yes
TFSA to TFSA	TIK	Cost	Yes	Yes	Yes
Non-registered to RRSP	TIK	Market	Yes	Yes	Yes
Non-registered to TFSA	Seamless	Market	Yes	No	No
Registered to Non-registered	Seamless	Market	Yes	No	No
Registered to TFSA	Seamless	Market	Yes	No	No
TFSA to Non-registered	Seamless	Market	Yes	No	No
TFSA to RRSP	Seamless	Market	Yes	No	No

Full or partial transfer to a NEW or EXISTING contract or account

Transfers to a new contract/account must be to a currently sold Empire Life product (e.g. cannot transfer to Class Plus 2)

Account Type Includes the following account designations: <ul style="list-style-type: none"> Client Name to Nominee Nominee to Client Name Nominee to Nominee Client Name to Client Name 	Transfer Type	Disposition	Contract Information Transferred		
			DSC Schedule (if applicable)	Benefit Guarantees	Maturity Date
All Account Types	Seamless	Market	Yes	No	No

Important Information

- These guidelines apply to Empire Class Segregated Funds, Class Plus, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts only. **All transfers must involve the same kind of contract (e.g. Class to Class, Class Plus 3.0 to Class Plus 3.0).**
- A Transfer In Kind (TIK) refers to the transfer of a contract or the value of a contract between account types or between dealers while maintaining certain contract features (e.g. benefit guarantees and maturity dates). TIKs will only be applicable for full transfers to new contracts. No commissions are payable.
- The fund allocations and, if applicable, Excess Withdrawal Alert instructions will remain intact. Scheduled switches, PAD and systematic withdrawal plan instructions are not transferable.

NOTE: A TIK may not be advantageous for the customer. The customer may wish to process the transaction as a sell/buy. The customer should consult with an advisor before making any decision.



Important Information (cont'd)

- A seamless transfer refers to a transfer processed as sell/buy with the current deferred sales charge (DSC) schedule carried over to the new contract or account. Contract features are not carried over (e.g. benefit guarantees and maturity dates). No commissions are payable. A Seamless transfer involving a Class Plus 2, Class Plus 2.1 or Class Plus 3.0 contract could result in an excess withdrawal.
- Benefit guarantees include death, maturity and, if applicable, GMWB or GWB Guarantees.
- Nominee means both nominee and intermediary.
- Registered mean RRSP and RRIF, including locked-in contracts.
- Market means adjusted cost base (ACB) is set to market value (amount credited to the receiving contract or account).
- Cost means ACB is carried over (same ACB as originating contract)
- Transfers will be processed upon receipt of all required documentation.
- For all transfers the owner/beneficial owner and annuitant cannot change.
- A transfer involving Class Plus, Class Plus 2, Class Plus 2.1 or Class Plus 3.0 will only be allowed if the contract is not in the guaranteed payment phase.
- A new contract number may be assigned for administrative purposes.
- For all partial transfers and full transfers to an existing contract or account the contract provisions of the receiving contract will apply to the value transferred.

Class, Class Plus, Class Plus 2 and Class Plus 2.1 Contracts:

Transfer Type	Forms Required
TIK	INP-0135A TIK Transfer Form for Class, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts
Seamless - full or partial to existing	INV-125A Investment Change Form for Class, Class Plus, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts Request seamless in Special Instructions and include the amount of the transfer and the existing policy number.

Class Plus 3.0 Contracts:

Transfer Type	Forms Required
TIK	INP-0135A TIK Transfer Form for Class, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts
Seamless - full or partial to new	INV-917 Class Plus 3.0 Application INV-918 Class Plus 3.0 Application for Nominee/Intermediary Account INV-919 Class Plus 3.0 Application for a Tax-Free Savings Account (TFSA)
Seamless - full or partial to existing	INV-125A Investment Change Form for Class, Class Plus, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts Request seamless in Special Instructions and include the amount of the transfer and the existing policy number.

Empire Life GIF Contracts:

Transfer Type	Forms Required
TIK	INP-0135A TIK Transfer Form for Class, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts
Seamless - full or partial to new	INV-911 Empire Life GIF Application INV-912 Empire Life GIF Application for Nominee/Intermediary Account INV-913 Empire Life GIF Application for a Tax-Free Savings Account (TFSA)
Seamless - full or partial to existing	INV-125A Investment Change Form for Class, Class Plus, Class Plus 2, Class Plus 2.1, Class Plus 3.0 and Empire Life GIF contracts Request seamless in Special Instructions and include the amount of the transfer and the existing policy number.