

Client No.

Account No.

- ☐ **LIRA** – Locked in Retirement Account\*
- ☐ **RLSP** – Restricted Locked in Savings Plan (Federal)\*
- ☐ **LRSP** – Locked in Retirement Savings Plan\*

- ☐ **RSP** – Retirement Savings Plan – Member Plan
- ☐ **RSP** – Retirement Savings Plan\*\* – Spousal Plan
- \*Please complete section 3 \*\*Please complete section 2*

**1. Annuitant Information**  
(PLEASE COMPLETE ALL AREAS)

Last Name				Mr.	Ms.	Dr.	Mtre	First Name & Initials			
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Address Civic No.		Street						Apt.			
City		Province				Postal Code					
S.I.N.		Birth Date		MM / DD / YYYY		Language: <input type="checkbox"/> French <input type="checkbox"/> English					
Home Phone		Cellular Phone				Business Phone					

**2. Spousal account information**  
(COMPLETE ONLY FOR SPOUSAL PLAN)

**Complete this section only if contributions will be claimed as a deduction, for tax purposes, by the spouse or common-law partner of the annuitant.**

Last Name				Mr.	Ms.	Dr.	Mtre	First Name & Initials			
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
S.I.N.		Birth Date		MM / DD / YYYY							

I hereby acknowledge and agree to the registration of this spousal plan, the declaration of trust, and authorize Canadian Western Trust Company to transfer assets from my open account to the retirement savings plan on my verbal instructions.

Spouse or Common-Law Partner's Signature \_\_\_\_\_ MM / DD / YYYY

**3. Locked-in supplement**

MADE PURSUANT TO THE FOLLOWING GOVERNING PENSION LAW (CHECK ONE)

**Complete this section for LIRA, RLSP and LRSP. Also complete the appropriate indicated addendum.**

☐ Federal ☐ Ontario ☐ Quebec ☐ Other: \_\_\_\_\_

**Pension Source and Amount of funds**

The commuted value of the pension benefit to be transferred into the fund  
**was** ☐ **was not** ☐ determined on a basis that differentiated or was varied on the basis  
of the sex of the Annuitant.

The commuted value of the pension benefit to be  
transferred into this Fund is:

\$

*Please note: Province of Alberta, Quebec and Newfoundland do not differentiate on the basis of the sex of the Annuitant.*

**4. Designation of beneficiary**

(NOT AVAILABLE IN QUEBEC- ONLY IN PROVINCES AND TERRITORIES WHERE PERMITTED BY LAW)

**Beneficiary Designation:**

I hereby revoke any previous designations made by me for this account and I designate the person named below, if then living, as beneficiary of the proceeds payable under this account in the event of my death. If a designated beneficiary is not living at my death, any amount that would have otherwise been payable from this account to the deceased beneficiary shall be paid to my estate. I am solely responsible for ensuring that this designation of beneficiary is legally valid.

**Caution:** In some jurisdictions, your designation of beneficiary by means of this form will not be revoked or changed automatically by any future marriage or divorce. If you are making a beneficiary designation below, this form **must be signed by the account owner**. A beneficiary designation purported to be made pursuant to a Power of Attorney may be invalid and can only be done in very limited circumstances. If you are seeking to designate a beneficiary on behalf of an adult, contact your lawyer for advice. Beneficiary designations by way of this form is not available for residents of Quebec.

☐ My estate ☐ Beneficiary Designation Number of Beneficiaries: \_\_\_\_\_

Last Name	First Name & Initials	Relationship to You	Percentage

**5. RSP/RLSP/LIRA ANNUITANT SIGNATURE**  
PLEASE READ CAREFULLY BEFORE SIGNING.

**TO: CANADIAN WESTERN TRUST COMPANY**

I hereby apply for a Aviso Financial Inc. Retirement Savings Plan in accordance with the Declaration of Trust set out on the reverse side hereof.

1. I have read, understood, and agree to be bound by the terms and conditions of the Declaration of Trust.
2. I declare that the information given in this Application is true, correct and complete.
3. I request that the Trustee apply for registration of the Plan as a Registered Retirement Savings Plan under the provisions of the Income Tax Act of Canada and any similar legislation in my province of residence designated above.
4. I understand that any benefits received by me under the Plan may be subject to tax under said Income Tax Act.
5. I am solely responsible for my investment decisions and for determining my contribution limits
6. I am responsible for determining whether an investment is qualified under tax laws, and I am aware of the consequences of acquiring and holding investments which are not qualified
7. The Trustee and the Agent have no obligation to give me investment advice in connection with the purchase, retention or sale of any investment.
8. I understand that the statement of age as set forth in this application is a certification by me of such age and I save harmless both the Trustee and Agent with respect to any matter arising out of any erroneous statement so given by me under this application..

Professionals' Financial - Private Management (fdp) may access my personal information (PI) in order to get to know me better, meet my needs and provide me with the best possible services and client experience. If I do not wish to authorize this access, I understand that I may write to: [rprp@fdpgp.ca](mailto:rprp@fdpgp.ca). I may at any time request access to my PI, rectify my PI, withdraw my consent where permitted, ask fdp questions about how my PI is handled or file a complaint about the handling of my PI by writing to: [rprp@fdpgp.ca](mailto:rprp@fdpgp.ca).

Signature of Annuitant \_\_\_\_\_ Date (mm/dd/yyyy) \_\_\_\_\_

**6. To Be Completed by the Advisor**

**X**

Advisor Name \_\_\_\_\_ Advisor Code \_\_\_\_\_ Advisor Signature \_\_\_\_\_ Date (mm/dd/yyyy) \_\_\_\_\_

**X**

Authorized Signature (Accepted on behalf of the Trustee by its Agent) \_\_\_\_\_

## DECLARATION OF TRUST

We, Canadian Western Trust Company, a trust company existing under the laws of Canada, hereby declare that we will act as trustee for you, the annuitant named in the application to which this declaration is attached, for the Aviso Financial Inc. Retirement Savings Plan (the “Plan”) upon the following terms:

Some Definitions: In this declaration, in addition to terms defined elsewhere herein,

“**Act**” means the Income Tax Act (Canada);

“**Agent**” refers to the company named in paragraph 15;

“**applicable legislation**” means all provincial and federal legislation governing the Plan, the Plan Assets and the parties hereto including, without limitation, privacy and securities legislation. Any reference to applicable legislation shall be deemed to include all such statutes and any regulations, policies, rules, orders or other provisions thereunder, all as may be amended, re-enacted or replaced from time to time;

“**common-law partner**” has the meaning set forth in the Act; “**Contributions**” means contributions of cash or investments to the Plan;

“**Maturity Date**” has the meaning set forth in paragraph 8;

“**Retirement Income**” has the meaning set forth in the Act;

“**RRIF**” means a registered retirement income fund, as defined in the Act;

“**RRSP**” means a registered retirement savings plan, as defined in the Act;

“**Securities Regulator**” means the government department, agency, board or commission, or self-regulatory organization which regulates the sale of Securities in the applicable jurisdiction.

“**spouse**” means a spouse for the purposes of the Tax Laws;

“**Tax Laws**” means the Act and any applicable tax legislation of your province of residence, as recorded in your application;

“**We**”, “**us**” and “**our**” refer to Canadian Western Trust Company;

“**You**”, “**your**” and “**yours**” refer to the person who has signed the application and will be the owner of the Plan; (under the Act, you are known as the “annuitant” of the Plan).

1. **REGISTRATION:** We will apply for registration of the Plan in accordance with the Act. The purpose of the Plan is to provide you with a Retirement Income.

2. **CONTRIBUTIONS:** We will accept Contributions made by you or, where applicable, your spouse or commonlaw partner. You or such other person will be solely responsible for determining the maximum limits for Contributions in any taxation year as permitted by the Tax Laws and for determining the taxation years, if any, in which such Contributions are deductible for tax purposes. We will hold the Contributions and any investments, income or gains therefrom (the “Plan Assets”) in trust, to be held, invested and used according to the terms of this declaration and the Tax Laws. No Contributions to the Plan may be made after the Maturity Date.

If locked-in Plan Assets are transferred to the Plan in accordance with applicable provincial or federal pension legislation, the additional provisions contained in the Locked-In Retirement Account (“LIRA”) or Locked-In Retirement Savings Plan (“LRSP”) addendum (the “Addendum”) to this Declaration of Trust will form part of this Declaration of Trust and will govern the Plan Assets. In the event of any inconsistencies between the Addendum and Declaration of Trust, the provisions of the Addendum will govern.

3. **INVESTMENTS:** We will hold, invest and sell the Plan Assets according to your instructions. We may require any instructions to be in writing. We will pay interest on any cash balances at such rate and credited at such time as we in our sole discretion determine.

Investments will not be limited to those authorized by law for trustees. However, it will be your responsibility to determine whether any Contribution or investment is or remains a “qualified investment” for RRSPs pursuant to the Tax Laws. The Plan will bear any taxes, penalties or related interest imposed under the Tax Laws (other than those taxes, penalties and interest that the Trustee is liable for and that can't be paid out of the property of the Plan). If the Plan Assets are insufficient to pay any taxes, penalties or related interest incurred, or if taxes, penalties or related interest are imposed after the Plan has ceased, you must pay or reimburse us directly for any such taxes, penalties or related interest.

You may, by way of a duly executed power of attorney in a form acceptable to us, appoint an agent to give investment instructions. You release us from any claim or liability when acting upon the instructions of such agent.

Notwithstanding anything in this declaration, we may decline to accept any particular Contribution or to make any particular investment, in our sole discretion or for any reason, including if it does not comply with our administrative requirements or policies in place from time to time. We may also need you to provide special supporting documentation as a condition to our making certain investments for the Plan.

We will not be responsible for any loss resulting from the sale or other disposition of any investment forming part of the Plan Assets.

4. **INCOME TAX RECEIPT:** On or before March 31 of each year, we will send to you, your spouse or your common-law partner, as applicable, a receipt showing Contributions made by you or such person during the preceding year and, if applicable, the first sixty (60) days of the current year. You, your spouse or your common-law partner will be solely responsible for ensuring that any deductions claimed for income tax purposes do not exceed the permitted deductions under the Tax Laws.

5. **YOUR ACCOUNT AND STATEMENTS:** We will maintain an account in your name showing all Contributions made to the Plan, all investment transactions and all withdrawals from the Plan. At least once each year we will send you an account statement showing these transactions, including income earned and expenses incurred during such period.

6. **MANAGEMENT AND OWNERSHIP:** We may hold any investment in our own name, in the name of our nominee or agent, in bearer form or in such other name or form, or with any such custodian, clearing corporation or depository, as we may determine. We may generally exercise the power of an owner with respect to the Plan Assets, including the right to vote or give proxies to vote in respect thereof, or to sell assets to pay any taxes, assessments or charges in connection with the Plan (other than those taxes, assessments and charges that the Trustee is liable for under the Act and that can't be paid out of the property of the Plan). In exercising our rights and carrying out our responsibilities hereunder, we may employ agents and advisors, including legal counsel, and may act or not act on the advice or information of any such agent or advisor.

7. **REFUND OF OVER CONTRIBUTIONS:** We will, upon receiving a written request from you or, if applicable, your spouse or common-law partner, refund an amount to that person in order to reduce the amount of tax that would otherwise be payable under Part X.1 of the Act, or under any other Tax Laws, by that person. We will not be responsible for determining the amount of any such refund.

8. **PURCHASE OF RETIREMENT INCOME OR TRANSFER TO A RRIF:** Your Plan will mature on the date (the “Maturity Date”) you select for the start of a Retirement Income but this date must not be later than December 31 of the calendar year in which you reach 71 years of age. You must notify us in writing at least ninety (90) days prior to the Maturity Date. This notice must also give us your instructions to either:

a. sell the Plan Assets and use all of the cash in the Plan, less any sale costs and other related fees and charges (the “Plan Proceeds”), to purchase a Retirement Income for you starting on the Maturity Date; or

b. transfer the Plan Assets on or before the Maturity Date to a RRIF.

If you instruct us to purchase a Retirement Income for you, you must also specify the particular type of annuity, in accordance with section 146 of the Act, that you would like to receive as your Retirement Income and the name of the authorized company from which we are to purchase same. Any annuity so selected may have one or more of the features permitted by subsection 146(3) of the Act. However, any Retirement Income so acquired may not be assigned in whole or in part and must be commuted if it would otherwise become payable to a person other than you or, after your death, your spouse or common law partner. In addition, the total of the periodic payments in a year under an annuity after your death shall not exceed the total of the payments made in a year before your death. It is solely your responsibility to select a Retirement Income that complies with the Tax Laws.

The Plan does not provide for a payment to the Annuitant of a retirement income except by way of equal annual or more frequent periodic payments until such time as there is a payment in full or partial commutation of the retirement income and, where such commutation is partial, equal annual or more frequent periodic payments thereafter.

If we do not receive your notice and instructions at least 60 days prior to December 31 of the calendar year in which you reach seventy-one (71) years of age, we will sell the Plan Assets, subject to the requirements of the Tax Laws. If the amount of the Plan Proceeds exceeds \$10,000 (or such greater or lesser amounts as we may in our sole discretion determine), we will prior to the end of that year transfer the Plan Proceeds to a RRIF for you and you hereby appoint us (and/or the Agent) as your attorney(s) in fact to execute all such documents and make elections as are necessary to establish the RRIF. You will be deemed (i) to have elected to use your age to determine the minimum amount payable under the RRIF according to the Tax Laws; (ii) not to have elected to designate your spouse or common-law partner to become the successor annuitant of the RRIF on your death; and (iii) not to have designated any beneficiary of the RRIF. We will administer such RRIF as trustee in accordance with the provisions of the Tax Laws. If the amount of the Plan Proceeds is less than \$10,000 (or such greater or lesser amount as we may in our sole discretion determine) we will deposit same, net of any required withholding, in a non-registered interest-bearing deposit account on your behalf and we will be entitled to collect administration fees directly from that account.

9. **WITHDRAWALS:** You may, by written instructions or by other manner of communication acceptable to us, at any time before the commencement of a Retirement Income, request that we pay you all or any part of the Plan Assets. In order to make such payment, we may sell all or part of any of the investments, to the extent we deem appropriate. We will withhold any income taxes or other taxes and charges required on the withdrawal of funds and pay you the balance, after deducting any applicable fees and expenses. We will have no liability to you in respect of any sold Plan Assets or for any losses that may result from such sales.

10. **TRANSFERS (On Relationship Breakdown or Otherwise):** Subject to any reasonable requirements we impose, you may direct us in writing to transfer Plan Assets (net of any costs of realizations), less any fees or charges payable hereunder and any taxes, penalties or interest that are or may become payable or have to be withheld under the Tax Laws (other than those taxes, penalties and interest that the Trustee is liable for under the Act and that can't be paid out of the property of the Plan), to:

a. an RRSP or RRIF under which (i) you are the annuitant; or (ii) your spouse, former spouse, common-law partner or former common-law partner, from whom you are living separate and apart, is the annuitant and the transfer is made pursuant to a decree, order or judgment of a competent tribunal, or a written separation agreement, relating to a division of property in settlement of rights arising out of your marriage or common-law partnership, or after the breakdown of such marriage or partnership; or

b. a Registered Pension Plan (as defined in the Tax Laws) for your benefit

Such transfers will take effect in accordance with the Tax Laws and any other applicable legislation and within a reasonable time after any required forms have been completed. If only a portion of the Plan Assets is transferred under this paragraph, you may specify in writing which Plan Assets you wish us to transfer or sell; otherwise, we will transfer or sell the Plan Assets that we deem appropriate. No transfer will be made until all fees, charges and taxes have been paid.

11. **NO ADVANTAGES:** No advantage that is conditional in any way on the existence of the Plan may be extended to you or to a person with whom you do not deal at arm's length, other than the benefits and advantages permitted by the Tax Laws.

12. **DESIGNATION OF BENEFICIARY:** Where effective under applicable legislation, you may designate one or more beneficiaries to receive the Plan Assets or Plan Proceeds on your death. You may make, change or revoke a beneficiary designation by completing, dating and signing the form we provide or any other form appropriate for this purpose and ensuring we receive it before we payout the Plan under paragraph 13. If more than one form has been received by us, we will act on the one with the latest signature date.

13. **DEATH:** If you die before the Maturity Date, we will, upon receipt of satisfactory evidence of your death and all other documents we may require, transfer the Plan Assets, or sell them and payout the Plan Proceeds, to the designated beneficiary(ies) under the Plan. If you had not designated a beneficiary or if such beneficiary(ies) dies we will make such transfer or payment to your legal personal representative.

Deductions will be made for all fees, costs, charges and taxes to be paid or withheld (other than taxes that the Trustee is liable for under the Act and that can't be paid out of the property of the

Plan). We will be fully discharged once we make such transfers or payments, even though any beneficiary designation made by you may be invalid as a testamentary instrument. We will not be liable for any loss caused by any delay in making any such transfer or payment.

- 14. PROOF OF AGE:** Your statement of your date of birth in your application will be deemed to be a certification of your age and your undertaking to provide any further evidence or proof of age that may be required for the purpose of determining the Maturity Date and acquiring a Retirement Income.
- 15. DELEGATION:** You authorize us to delegate to Aviso Financial Inc. (the "Agent") the performance of certain of our duties, including the following:
- a. registering the Plan with the Canada Revenue Agency;
  - b. receiving Contributions;
  - c. investing the Plan Assets in accordance with this declaration;
  - d. holding the Plan Assets in safekeeping, in its name or in the name of its nominee or custodian;
  - e. maintaining your account and providing you with statements and notices;
  - f. receiving and implementing your notices and instructions;
  - g. collecting fees and expenses from you or the Plan;
  - h. filing any elections permitted under the Tax Laws as directed by you or your personal representatives;
  - i. issuing tax receipts and preparing and filing tax returns or forms relating to the Plan;
  - j. withdrawing or transferring Plan Assets in accordance with your instructions or for the purpose of making payments to you, any government authority or any other person entitled to same under the Plan, the Tax Laws or other applicable legislation; and any other duties relating to the Plan as we may determine appropriate from time to time. We will, however, bear ultimate responsibility for the administration of the Plan in accordance with this declaration and the Tax Laws.

You acknowledge that we may pay the Agent all or any portion of our fees hereunder and reimburse it for its out-of-pocket expenses in performing its delegated duties. You also acknowledge that the Agent will earn normal brokerage commissions on investment transactions processed by it. You acknowledge and agree that all protections, limitations of liability and indemnifications given to us under this declaration, including without limitation those under paragraph 16 and 17 are also given to, and are for the benefit of, the Agent.

- 16. FEES AND EXPENSES:** We are entitled to receive and may charge against the Plan reasonable fees and other charges that we establish from time to time in conjunction with the Agent, provided that we will give you thirty (30) days written notice of a change in the amount of any such fee. We are also entitled to reimbursement for all taxes, penalties and interest and for all other costs and out-of-pocket expenses incurred by us or the Agent in connection with the Plan (other than those taxes, penalties and interest that the Trustee is liable for under the Act and that can't be paid out of the property of the Plan). All amounts so payable will be charged against and deducted from the Plan Assets, unless you make other arrangements with us. If the cash in the Plan is not sufficient to pay these amounts, we may, in our sole discretion, sell any of the Plan Assets in order to pay same and we will not be Responsible for any loss occasioned by any such sale.
- 17. GROUP RSP:** If the Plan is part of a Group RSP. You are required to be an employee or member, or the spouse or common-law partner of the employee or member, of the sponsoring organization of the Group RSP named in the Application (the "Group Sponsor"). You accept the Group Sponsor as your Agent for the purposes of constituting the plan. Upon your ceasing to be an employee or member of the Group Sponsor and upon notification from the Group Sponsor being received by us, the following will apply:
- a. We will not accept any further contributions to this Plan; and
  - b. You shall provide us with written notice to transfer the Plan to a RRSP, RRIF with us or another financial institution which is not part of the Group RSP. If we do not receive your written instructions within fifteen (15) days from the date we receive notice from the Group Sponsor, you will be deemed to have instructed us to transfer Plan Assets and to act as your attorney to execute documents and make elections necessary to establish another RSP or RIF, selected by us in our sole discretion and to apply for registration of such RSP or RIF under the Act.
- 18. TRUSTEE'S LIABILITY:**
- a. The Trustee will exercise the care, diligence and skill of a reasonably prudent person to minimize the possibility of a non-qualified investment being acquired or held by the Plan.
  - b. Notwithstanding any other provisions hereof, the Trustee will not be liable in its personal capacity for or in respect of:
    - i. Any taxes or interest which may be imposed on the Plan under Tax Laws (whether by way of assessment, reassessment or otherwise) or for any charge levied or imposed by any governmental authority upon or in respect of the Plan, as a result of the purchase, sale or retention of any investment including, without limiting the generality of the foregoing, non-qualified investments, other than taxes, penalties and interest imposed on the Trustee arising from its personal liability, including without limitation, arising from its administrative error, under Tax Laws and that can't be paid out of the property of the Plan; or
    - ii. Any loss suffered or incurred by you, the Plan, or any beneficiary under the Plan caused by or resulting from the Trustee acting or declining to act upon instruction given to it, whether by you, a person designated by you or any person purporting to be you, unless caused by the Trustee's dishonesty, bad faith, willful misconduct, gross negligence or reckless disregard.
  - c. You, your legal personal representative, and each beneficiary under the Plan will at all times, indemnify and save harmless the Trustee in respect of any taxes, penalties, interest or other governmental charges which may be levied or imposed on the Trustee in respect of the Plan or any losses incurred by the Plan (other than losses, taxes, penalties, interest or other government charges for which the Trustee is liable in accordance herewith and that can't be paid out of the property of the Plan) as a result of the acquisition, retention or transfer of any investment or as a result of payments out of the Plan made in accordance with these terms and conditions or as result of the Trustee acting or declining to act on any instruction given to it by you. You, where required or requested, will provide the Trustee with such information as it may require in order to value assets being acquired or held by the Plan.

The provisions of this section 18 shall survive the termination of the Plan.

- 19. REPLACEMENT OF TRUSTEE:** We may at any time resign as trustee under the Plan by giving you and the Agent sixty (60) days written notice, or such shorter period of notice as the Agent may accept.

The Agent may remove us as trustee by giving you and us sixty (60) days written notice, or such shorter notice as we may accept. Upon giving or receiving any such notice of our removal or resignation, the Agent will within the notice period appoint a successor trustee authorized under the Tax Laws and any other applicable legislation (the "Successor Trustee"). If a Successor Trustee is not found within such notice period, we and/or the Agent may apply to a court of competent jurisdiction for the appointment of a Successor Trustee. Any costs incurred by us in securing the appointment of a Successor Trustee will constitute a charge against the assets of the Plan and will be reimbursed from the Plan Assets unless borne personally by the Agent. Our resignation or removal will not be effective until a Successor Trustee is appointed.

Any trust company resulting from a merger, amalgamation or continuation to which we are party, or succeeding to substantially all of our RRSP and RRIF trusteeship business (whether by sale of such business or otherwise), will, if authorized, become the Successor Trustee of the Plan without further act or formality.

In the event of a change of trustee, we will transfer the Plan Assets to the Successor Trustee within thirty (30) days after the effective date of such change. Such a transfer will be subject to the requirements of paragraph 10 hereof.

- 20. AMENDMENTS TO THIS DECLARATION OF TRUST:** We may from time to time amend this declaration with the approval, if required, of the applicable taxation authorities as long as the amendment will not disqualify the Plan as an RRSP under the Tax Laws. We will give you thirty (30) days written notice of any amendment unless it is made for the purpose of satisfying a requirement imposed by the Tax Laws.
- 21. NOTICE:** You may give us instructions by personal delivery, fax or postage prepaid mail (or by such other means as we or the Agent may accept), properly sent to the Agent or to any other address that we designate. We may give you any notice, statement, receipt or other communication by postage prepaid mail, sent to the address recorded in your application or to any subsequent address you provide us. Our notices to you will be deemed to have been given on the second business day after mailing.
- 22. REFERENCE TO STATUTES:** All references herein to any statute, regulation or any provision thereof will mean such statute, regulation or provision as the same may be reenacted or replaced from time to time.
- 23. BINDING:** The terms and conditions of this declaration will be binding upon your heirs and legal personal representatives and upon our successors and assigns. Notwithstanding that, if the Plan or the Plan Assets are transferred to a Successor Trustee, then the terms of such Successor Trustee's declaration of trust will govern thereafter.
- 24. GOVERNING LAW:** This declaration will be construed, administered and enforced in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein, except that where the circumstances require, the terms "spouse" and "common law partner" will be recognized in accordance with the Act.
- 25. ACCESS TO FILE (Applicable in Quebec Only):** You understand that the information contained in your application will be maintained in a file at the Agent's place of business. The object of this file is to enable us and the Agent, and our respective agents or representatives, to access your application, answer any questions you may have regarding the application and your Plan, and manage your Plan and your instructions on an ongoing basis. Subject to applicable legislation, personal information contained in this file may be used by us or by the Agent to make any decision relevant to the object of the file and no one may have access to the file except us, the Agent, our respective employees, agents and representatives, any other person required for the execution of our or the Agent's duties and obligations, you and any other person that you expressly authorize in writing. You are entitled to consult your file and to have anything in it corrected. In order to exercise these rights, you must notify us in writing.