



WITHDRAWAL OR TRANSFER FROM A FEDERALLY REGULATED LOCKED-IN PLAN BASED UPON SMALL BALANCE

PLANHOLDER INSTRUCTIONS

The attached forms must be completed if a planholder of Federal Life Income Fund (**LIF**), Restricted Locked-In Retirement Savings Plan (**RLSP**) or Restricted Life Income Fund (**RLIF**) wishes to withdraw or transfer the whole of the plan in a single amount as a small balance. The amount withdrawn or transferred as a single amount must be less than 50 percent of the Year's Maximum Pensionable Earnings (**YMPE**). The withdrawal or transfer can be made in the year the planholder turns age 55 or in any subsequent year.

YMPE means Year's Maximum Pensionable Earnings under the Canada Pension Plan. YMPE changes each year.

The Federal LIF, RLSP and RLIF are regulated by the *Pension Benefits Standards Act (Canada)* and the accompanying *Pension Benefits Standards Act Regulations*. In order for the withdrawal or transfer to be made on the basis of small balance un-locking, the requirements of the *Pension Benefits Standards Act Regulations* must be met and the attached *Federal Form 3, Attestation of Total Amount Held in Federally Regulated Locked-in Plans* and *Federal Form 2, Attestation(s) Regarding Spouse/Common-Law Partner* must be completed.

Any planholder who meets the age and small total balance requirements of the provision must disclose the **total of all** their federally regulated LIFs, LRSPs, RLIFs & RLSPs, with all financial institutions, on *Form 3* and the total must be less than the limit of 50% of the YMPE.

Attestation

All planholders who elect to unlock funds based upon small amounts from a federally regulated locked-in plan are required, when signing the Attestation, to acknowledge that:

- (1) the funds that are un-locked in this manner may lose their protection from creditors,
- (2) funds that are withdrawn may be taxable, and
- (3) they should seek professional advice about the financial and legal implications of the withdrawal or transfer.

By signing *Form 2*, the spouse/common-law partner acknowledges that he/she is giving up his/her entitlement, under the *Pension Benefits Standards Act Regulations*, to receive the balance of what would have remained in the LIF, RLSP or RLIF account at the time of the planholder's death.

The Attestations must be:

- Completed in full and signed by the planholder and (if applicable) by the planholder's spouse or common-law partner
- Witnessed by a notary public, commissioner or other person authorized to take affidavits (who is not an employee of BMO Financial Group) and include notary public, commissioner or other person authorized to take affidavits' seal or registration number.

FORM 3
ATTESTATION OF TOTAL AMOUNT HELD IN FEDERALLY REGULATED LOCKED-IN PLANS

1. **To:** BMO InvestorLine

2. **List of applicable federally regulated locked-in plans:** (Please identify all locked-in registered retirement savings plan, life income fund, restricted locked-in savings plan or restricted life income fund which you own including any that are held by financial institutions other than the one identified above.)

Account Number	Plan Type (LRSP, LIF, RLSP, RLIF)
(a) _____	_____
(b) _____	_____
(c) _____	_____

3. **Attestation**

I, (applicant/planholder's) name _____,
of (planholder address) _____,
in the city of _____, in the province of _____, attest to the following:

I own the federally regulated locked-in plans identified in item 2.

On the day on which I sign this Attestation the total value of all of the locked-in plan(s) identified in item 2 is \$ _____.

The total value of all locked-in plan(s) identified in item 2 is less than 50% of the Year's Maximum Pensionable Earnings as defined in the *Pension Benefits Standards Act, 1985*.

4. **Please select one of the following options:**

Cash withdrawal

Transfer to a BMO Bank of Montreal BMO InvestorLine
RRSP (not locked in) account # _____ in cash kind.
(attach asset list and instructions for in kind transfers.)

Transfer to a BMO Bank of Montreal BMO InvestorLine
RRIF (not locked in) account # _____ in cash kind.
(attach asset list and instructions for in kind transfers.)

5. **Signatures**

Sworn before me, on the _____ day of _____, 20__ at _____,
in the province of _____.

Signature of applicant (locked-in planholder)

Signature of a notary public, commissioner or other person authorized to take affidavits
(who is not an employee of BMO Financial Group)

Include notary public, commissioner or other person authorized to take affidavits' seal or registration number.