

FORM P3 (Division of Pensions Regulation, s. 4 (1)(c))

**REQUEST FOR TRANSFER FROM DEFINED CONTRIBUTION ACCOUNT**

*When to Use this Form*

*A Form P3 is used when*

- *there is an agreement or order dividing the benefits,*
- *the benefits are in a defined contribution account, and*
- *the spouse wants the spouse's proportionate share transferred to another plan (such as an RRSP).*

*[Please print]*

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**To: Administrator of plan**

*[Required]* Name of plan \_\_\_\_\_

*[Optional]* Address of administrator \_\_\_\_\_

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**From: Spouse of member** *[Note: "spouse" includes a person who has lived in a marriage-like relationship with the member for a continuous period of at least two years and also includes a former spouse.]*

*[Required]* Name of spouse \_\_\_\_\_

*[Required]* Address \_\_\_\_\_

*[If available]* Email address \_\_\_\_\_

*[If available]* Telephone \_\_\_\_\_

*[Required]* Social Insurance Number \_\_\_\_\_

*[The administrator will use this information to contact you about important matters. Make sure it is accurate and that you promptly advise the administrator of any changes.]*

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**In relation to: Plan member**

*[Required]* Name of member \_\_\_\_\_

*[Optional]* Address \_\_\_\_\_

*[Optional]* Email address \_\_\_\_\_

*[Optional]* Telephone \_\_\_\_\_

*[At least one of the following is required]* Date of Birth, Social Insurance Number or Pension Plan Identity Number \_\_\_\_\_

*[Optional]* Employer \_\_\_\_\_

**Other requirements:**

A copy of the agreement or order dividing the benefits must be provided. *[Please attach or enclose the agreement or order with this Form].*

An administrator is entitled to charge a fee to transfer the benefits from the defined contribution account of \$200.

**Request:**

I request that you

- (a) transfer my proportionate share of the member's defined contribution account from the plan in accordance with the *Family Law Act* and the *Pension Benefits Standards Act*, and
- (b) advise me in writing of the information that you require in order to do this.

Signed (*spouse*) \_\_\_\_\_

Date \_\_\_\_\_