



Operating Engineers Local 955 Health & Wellness Plan Retiree Benefit Plan Underwritten by Manulife Beneficiary Designation

All sections of this page should be completed as it will replace any prior designations. Please see reverse for assistance in completing this form. Please send the completed form to the Trust Office.

1 Plan member information

Plan sponsor name OPERATING ENGINEERS LOCAL 955 HEALTH & WELLNESS PLAN

Plan contract number 31517 Plan member's registration number _____

Plan member's last name _____ First name _____

Province of residence _____ Date of birth (dd/mmm/yyyy) _____

2 Primary beneficiary(ies)

List all primary beneficiaries for Life Insurance.
Percentages must total 100% to be valid.

Beneficiary's last name _____ First name _____

Date of birth (dd/mmm/yyyy) _____ Relationship to plan member _____ Percentage _____%

Address _____ Phone # and/or email _____

Beneficiary's last name _____ First name _____

Date of birth (dd/mmm/yyyy) _____ Relationship to plan member _____ Percentage _____%

Address _____ Phone # and/or email _____

Irrevocability	<p>For Quebec residents only</p> <p>In Quebec, the designation of your spouse as beneficiary is irrevocable unless otherwise specified. If spouse is beneficiary, the designation is:</p> <p><input type="radio"/> Revocable <input type="radio"/> Irrevocable</p>	<p>Note: If beneficiary is shown as irrevocable, his/her consent is required to change it. Include a signed and dated consent with this form.</p> <p>You are responsible for ensuring the validity of your designation.</p>
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3 Contingent beneficiary(ies)

You may wish to designate a contingent beneficiary(ies) to receive any proceeds under this group policy if all of the primary beneficiary(ies) named above should die before you. In that event, a contingent beneficiary(ies) will automatically be entitled to the benefit that would have been payable to the primary beneficiary(ies). If you name more than one contingent beneficiary, then the proceeds will be split, evenly, amongst the contingent beneficiaries.

Contingent beneficiary's last name _____ First name _____

Date of birth (dd/mmm/yyyy) _____ Relationship to plan member _____

Address _____ Phone # and/or email _____

Contingent beneficiary's last name _____ First name _____

Date of birth (dd/mmm/yyyy) _____ Relationship to plan member _____

Address _____ Phone # and/or email _____

4 Trustee appointment

Complete if any beneficiary named is under the age of majority.

I appoint _____ as Trustee to receive any amount due to any beneficiary under the age of majority (not applicable in Quebec).

Address _____ Phone # or email _____

5 Declaration and authorization

Due to the legal significance of a beneficiary(ies) appointment, this designation must be signed and dated to be valid.

A copy, fax, scan or image of the beneficiary designation in this form is as valid as the original.

I hereby revoke any previous beneficiary designations in relation to my foregoing coverage(s) and designate the person(s) named above.

We know that confidentiality of personal information is important. Any information you provide to the Trust Office or Manulife will be kept in a Group Retiree Benefit file. Access to your information will be limited to:

- our employees and service representatives in the performance of their jobs;
- persons to whom you have granted access; and
- persons authorized by law.

You have the right to request access to the personal information in your file and, if necessary, correct any inaccurate information.

I acknowledge that more detailed information concerning how and why Manulife collects, uses and discloses my personal information is available at www.manulife.ca/planmember or by requesting a copy from my plan sponsor.

Plan member signature _____ Date signed (dd/mmm/yyyy) _____

DEFINITIONS

The Trust Office and Manulife assume no responsibility for the validity or sufficiency of the content provided by you. The items 'you' and 'yours' refer to the plan member.

What is the purpose of a beneficiary?

Beneficiary: the person(s) who will receive your death benefit from the coverage through your Group Retiree Benefit Plan that becomes payable upon your death.

If you intend for some or all of your death benefit to go to a specific person(s), it is important to make sure that you plan ahead and select those beneficiary(ies). Having an up-to-date Beneficiary(ies) Designation will make this possible by listing your primary and contingent beneficiary(ies) and intended allocations.

Should there not be any surviving beneficiary(ies) at the time of your death, the proceeds will be paid to your estate.

Types of beneficiary(ies) – Primary vs. Contingent

Primary: the person(s) you choose to receive your death benefit. If you choose more than one beneficiary, you will need to indicate what percentage of the benefit you would like each person to receive. When multiple primary beneficiaries are named, the total of the percentages allocated to each primary beneficiary must add up to 100%.

Contingent: the person(s) you designate to receive your death benefit if all of the primary beneficiary(ies) die before you. If you select more than one contingent beneficiary, the benefit will be split evenly between the contingent beneficiaries.

What happens to your death benefit when. . .	
The primary beneficiary dies before you and no contingent beneficiary is named.	Your death benefit will be paid to your estate.
The primary beneficiary dies before you, but there is a contingent beneficiary(ies) designated.	Your death benefit will be paid to the contingent beneficiary(ies).
You assign two primary beneficiaries, and one beneficiary dies before you, and you have not updated your beneficiary form information.	Your death benefit that would have been paid to the deceased primary beneficiary will be paid to the surviving primary beneficiary.

Irrevocable vs. Revocable (Quebec only)

In Quebec, naming your spouse (must be a civil union) as a beneficiary automatically means that he/she is an irrevocable beneficiary, unless you specify otherwise or divorce.

Irrevocable: the beneficiary you choose cannot be changed without the written permission of that individual.

For example, if you choose your spouse or partner to be the designated beneficiary and you separate, you will not be able to change the beneficiary designation without a completed release form from them.

Revocable: a revocable beneficiary means that the beneficiary you choose can be changed at any time without the permission of that individual.

For example, if you choose your spouse or partner to be the designated beneficiary and you separate, you can then change that beneficiary designation without asking for that person's permission.

Naming a minor(s) as a beneficiary

Minor: a person(s) named as a beneficiary who is under the age of majority for your specific province.

Trustee: a person appointed by you to hold the minor(s)' proceeds in trust until the minor(s) reach the age of majority for your specific province.

Tutor: a tutor acts like a trustee.

If a benefit becomes payable to a minor(s) who is named as a primary or contingent beneficiary, the benefit can only be paid on behalf of the minor(s) to a trustee, otherwise it will be paid into court to be held until the beneficiary(ies) reach the age of majority for your specific province. It is important therefore, if you are choosing a beneficiary(ies) who is a minor at the time of the designation, to also name a trustee.

If you are a Quebec resident, the parents are considered tutors of their child.

If a minor(s) has been designated as an irrevocable beneficiary(ies), the policy is automatically frozen until the beneficiary(ies) reach the age of majority for your specific province. A parent, guardian or trustee cannot consent to a beneficiary change on behalf of a minor(s).