Withdrawal or Termination – Canada only

For the Manulife Global Share Ownership Plan (GSOP)

Instructions

Follow the instructions below to request a withdrawal from the Manulife Global Share Ownership Plan:

There are four ways you can submit this form to Manulife – Group Retirement

Complete the online fillable form, print, **sign/date,** and return:

1. By scanned attachment emailed to **gsop@manulife.ca**
2. By fax to 1-519-744-9923
3. By mail to: Manulife
Group Retirement
P.O.BOX 396
Waterloo ON N2J 4A9
4. By interoffice mail to: GRS Client Services

You may want to keep a copy of your request.

If you have any questions, please contact Manulife by email at gsop@manulife.ca or call us from Canada at 1-888-747-4283.

See Page 2 for Withdrawal or Termination form

Reset

Manulife

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Please print clearly in the blank boxes. Remember to sign and date the form.

1. Your personal information

You can sell your shares online, up to a maximum of $50,000 via the Manulife secure member website at manulifeim.ca/retirement.

Plan Sponsor/Employer	Group policy number*	Employee ID/Member number*
Manulife Financial Corporation		

Last name	First name	Middle initial

Mailing address (number, street and apartment number)

City	Province	Country	Postal code

Telephone number	Ext.	Email address

*See online account or statement for details

2. Your reason for withdrawal

Indicate the reason for withdrawal:

- ☐ I would like to withdraw shares from the GSOP and will continue as a member.
- ☐ I would like to withdraw all shares from the GSOP and close my account*.
  ***Your payroll deductions continue unless you stop them by going to** manulifeim.ca/retirement **(select sign in)**
- ☐ I have terminated my employment with Manulife (full withdrawal and close my account).

3. Your withdrawal amount

A brokerage fee will apply to all transactions; and of the number of shares indicated, some shares are sold to cover administration expenses. There is no additional charge for direct deposit.

When you sell shares, you may realize a capital gain or loss based on the difference between the purchase price and the sale price. It's important to report any capital gains on your personal income tax return and pay any applicable taxes on the gain.

I choose to (check one of the following four options):

☐ 1.Sell my shares and receive a cash payment.

If you are leaving your account open, please indicate the number of whole shares you would like to withdraw.

Number of whole shares

Send my payment to:

- ☐ My home address indicated above
- ☐ Direct deposited to my bank account (attach void cheque)

Bank name		
Transit Number or ABA number	**Institution Number or Swift code**	**Account Number**

☐ 2.Sell my shares and transfer the cash proceeds to my Manulife account:

☐ RRSP 20202020 ☐ TFSA 41101010

- ☐ Invest my proceeds as per my current investment directions on my RRSP or TFSA
- ☐ Invest my proceeds as per the directions below:

Fund Code	Fund Name	%

If you are leaving your account open, please indicate the number of whole shares you would like to withdraw	Number of whole shares

Policy number of Group RRSP/TFSA Account	Member number

☐ 3.Transfer my non-registered shares in kind to my brokerage account.

If you are leaving your account open, please indicate the number of whole shares you would like to transfer.	Number of whole shares

Indicate the details about your brokerage account below. **You must make your broker aware of the transfer of shares.**

Name of brokerage firm		Account type at Receiving Institution (Non-Reg/RRSP or TFSA)
Your account number	CUID/DTC number	

☐ 4.Issue share certificate to me.

If you are leaving your account open, please indicate the number of whole shares you would like to transfer.	Number of whole shares

4. Transaction timing

Forms received by Group Retirement Solutions by 12 noon Eastern Time will be processed on the same business day. Forms received after 12 noon Eastern time will be processed on the next business day.

Note: It will take at least three business days from the date your request is processed before your payment is issued.

5. Please sign here

Please ensure that you properly complete this form. Manulife – Group Retirement Solutions will not process any form that is not properly completed and will not be held liable until this form is received in good order.

All transactions will be net of applicable brokerage and administrative expenses in accordance with the terms of the Plan.

Member's signature	Date signed (dd/mmm/yyyyy)

Personal information

We collect, use, and disclose your personal information for the purpose of processing your request. We disclose your personal information to authorized employees, agents, representatives, financial institutions and other parties with whom we deal with in issuing and administering your product(s) and services, now and in the future. Also, we disclose your personal information to service providers who require this information to perform their services for us (for example data processing, programming, data storage, and printing). Unless there are contractual limitations, your personal information may be accessed or transferred within or outside Canada and may be subject to the laws of those jurisdictions. You may withdraw your consent subject to legal and contractual restrictions. You also have the right to access and correct your personal information maintained in our files. For further information you can review our Privacy Policy or email us at Canada_Privacy@manulife.ca.