IPC Wealth

Dealer auto rebalancing agreement

For nominee plans only

1. Client information

Client ID

Plan number

Plan Owner(s) (Include the names of all owners if applicable)

2. Target allocations

The following represents the long-term model portfolio allocations that will be applied to the assets held in this account.

Fund code	Fund name	Option (do not sell, do not transfer out, exclude etc.)	Target allocation (%)

Total Portfolio 100%

- Only funds listed above will be used for rebalancing. All other funds will remain in the plan and not take part in the rebalancing request.
- If you choose the **do not sell**, **do not transfer out** or **exclude** options, this may prevent the entire model portfolio from rebalancing.
- The rebalancing feature will not permit a sell or transfer of funds between CAD and USD currencies.
- Where USD currency is identified in fund name all amounts will be in USD.
- If there is insufficient space, attach additional pages with the required information. The additional pages must be initialed by the client(s).

3. Rebalancing instructions

Rebalancing will be completed based on the details below:

Frequency

Quarterly (**January 20, April 20, July 20 and October 20**)

Semi-annually (**January 20 and July 20**)

Annually (**July 20**)

If the date of rebalancing falls on a weekend or holiday, rebalancing will occur on the previous business day.

Rebalancing range

The rebalancing minimums are the greater of $25 or 0.01%.

Your portfolio holdings will be rebalanced when the weightings attributable to any holding on the rebalancing date differ by an amount equal to or greater than this target threshold. Rebalancing will not take place if the variance is less than $25 or 0.01% of the plan value.

- For a mixed currency portfolio, USD holdings and market values, including overall portfolio market value will be converted to CAD (using our then current rates) to determine if rebalancing is required.
- The existing rebalance calculation logic will determine if investment market values are within the thresholds based on dealer configurations.
- The calculation will continue to factor in investments that are eligible for rebalancing.
- Rebalancing options will continue to operate as specified for all holdings.

4. Privacy

Protecting your personal information. At IPC Wealth, we're committed to protecting personal information and respecting your privacy. Personal information is information that either on its own or combined with other information allows an individual to be identified. This includes your name and address, as well as more sensitive information such as your financial records. When applicable, this includes information about other people such as your spouse, common-law partner, and children.

How we use your personal information. Your personal information is used to provide you with products and services and to improve our business operations. This includes verifying your identity, maintaining your profile, and informing you about features of the products you already have with us. It's also used to provide you with advice, evaluate your eligibility for products, price our products, collect feedback on our customer service, process financial transactions, protect you and us from risks such as cyber threats and fraud, and comply with legal obligations. If you provided your social insurance number (SIN), we'll use it for tax reporting. Your SIN is also used to link your products together and to keep your information separate from other customers with similar names.

Who we share personal information with. We share your personal information with other people and organizations who help us administer your products and provide you with services. This may include your Advisor or people who work with your Advisor, Canada Life and its Canadian subsidiaries, and other organizations that provide us services such as technology suppliers and fund companies. As part of our day-to-day business, your personal information may be communicated to government departments and agencies, and may be communicated outside your province of residence or outside Canada. We take protecting your personal information seriously and we'll never sell your personal information to anyone.

You're in control of your personal information. We respect your privacy preferences and follow them when using your personal information. At any point in your relationship with us, you can choose how your personal information is used by updating your privacy preferences through your online account at canadalife.com/sign-in or by submitting a request through our privacy centre at canadalife.com/contact-us/corporate/privacy-rights-request. This includes choosing whether you receive customer experience surveys, the use of your SIN for non-tax reporting purposes, and whether and how you want to receive information and offers from IPC Wealth using the personal information we collect from you throughout your relationship with us. You can also exercise other privacy rights through our privacy centre such as access to or correction of your personal information.

If you choose to remove your consent to the collection, use and disclosure of the personal information required to serve you and meet our legal obligations, we may not be able to continue to provide you with products and services.

Want to learn more? Please visit ipcwealth.com/privacy.

5. Agreement, signatures and consent

You hereby agree to participate in the rebalancing service and which description, as it may be amended from time to time, is incorporated herein by reference. You hereby authorize IPC Wealth, as administrator, to automatically rebalance your account based on the rebalancing range and frequency stated above by exchanging investments to return to your target fund allocation if one or more fund holding(s) vary by more than the selected rebalancing range percentage. You acknowledge that rebalancing will be carried out in accordance with the section below. **You understand that there may be tax implications for these transactions in non-registered accounts.** The rebalancing service will continue unless IPC Wealth, as administrator, receives instructions from you to suspend or discontinue the service.

Rebalancing

Your portfolio holdings will be rebalanced on each "Rebalance Date" (based on the frequency you selected) when the weightings attributable to any asset class on the Rebalance Date differ by an amount equal to or greater than the rebalancing range selected by you and the Minimum Deviation for Rebalancing as set forth in the agreement. IPC Wealth will exchange holdings within your account by buying or redeeming, on your behalf, funds, the current weightings of which deviate the greatest from their target weightings to ensure the fewest number of trades occur and only to the extent necessary to ensure that none of the actual weightings differ from the target weighting by more than the rebalancing range percentage. You will not be advised prior to the execution of the trades required to affect any rebalancing and you and your Advisor hereby authorize IPC Wealth, as administrator, to make those trades.

Any changes to your rebalancing service must be submitted to IPC Wealth, with completion of a new agreement.

The authorization granted under this Agreement applies to rebalancing only. No new funds will be added (except in the case of a fund being merged into a continuing fund, in which case the continuing fund may be added to the Portfolio), taken away (except in the case of a fund termination), or substituted in your Portfolio without specific written instructions from you. You may, from time to time, instruct your Advisor to rebalance your Portfolio outside of the frequency set forth in this Agreement. In those cases, your Advisor will rebalance your Portfolio based on those instructions which may not necessarily reflect the Target Allocation set forth in this Agreement.

General:

1. You may stop participation in the rebalancing service at any time by providing us with written notice. To restart your participation, you must submit a new *Dealer auto rebalancing agreement*.
2. Effective January 1, 2021, IPC Wealth stopped the sale of mutual funds with deferred sales charge (DSC) fee structures.
3. The rebalancing process will not process any transaction that would result in you being required to pay a DSC or LSC charge. This may prevent the entire model portfolio from rebalancing.
4. As nominee accounts are in nominee name through IPC Wealth (the dealer), only the dealer's name appears on the official records of the fund. You may not assign this Agreement or its rights or obligations without the prior written consent of IPC Wealth.
5. You may change the instructions you have provided us at any time by providing IPC Wealth with new instructions with the completion of a new agreement.
6. IPC Wealth, as administrator, will have no liability for your investment and rebalancing decisions. You should discuss these matters thoroughly with your Advisor. IPC Wealth, as administrator, makes no warranty as to the performance of any fund or portfolio. By signing this agreement, you agree to bear all of the risks associated with your investment and acknowledge that your Advisor has explained to you all of the risks associated with each investment, portfolio, investing generally, and asset allocation programs.
7. IPC Wealth may make changes to or terminate this agreement at any time by providing written notice to you.
8. Rebalancing may not occur if fund minimums are not met and/or trading differs from your *Know Your Client* (KYC).
9. Your Advisor will be responsible to check that rebalancing occurred.
10. Your Advisor will be responsible for completing a new switch/conversion form with you and processing these trades current dated for instances where rebalancing didn't occur.
11. Fund companies have the right to enforce fund minimums.
12. Fund mergers may require a new rebalancing service and form to be completed.
13. If any provision of this agreement shall be held to be invalid, illegal or unenforceable, the remaining provisions shall not in any way be affected or impacted.
14. This agreement shall be governed by the laws of the Province of Ontario.
15. You understand that your personal information will be collected, used and shared as set out above.

5. Agreement, signatures and consent (continued)

The parties have executed this agreement intending to be bound by its terms.

Signature of **client** X	Date (day/month/year)
Signature of **joint client** (if applicable) X	Date (day/month/year)
Signature of **Advisor** X	Date (day/month/year)

Advisor name

Advisor code

Dealer code