



managed by CI Investments Inc.

**SunWise® Elite Including SunWise® Elite Plus
Segregated Funds Order Ticket
(Existing Clients Only)**



issued by Sun Life Assurance Company of Canada

Owner's Last Name _____ Owner's First Name _____

Joint Owner's Last Name _____ Joint Owner's First Name _____ Contract Number _____

1. Redemption Trade Direction

FUND NAME	FUND CODE	ONE-TIME REDEMPTION AMOUNT (\$ OR % PLEASE CHECK ONE)		AWD ¹ AMOUNT	WIRE ORDER NUMBER
		\$	%		
		\$	%	\$	
		\$	%	\$	
		\$	%	\$	
		\$	%	\$	

¹Automatic Withdrawal (AWD)

Frequency

AWD Plan Start Date (MM/DD/YYYY)

- Weekly Bi-weekly Monthly Bi-monthly
 Quarterly Semi-Annually Annually

Please send redemption cheque to: Address on file Mail to financial institution on file Deposit directly into bank account on file

Special Instructions: _____

2. Please Complete for Switches Only

Including for switches to existing SunWise Elite Plus (GMWB Rider)², SunWise Elite Private Managed Assets Program (PMA)³

²The SunWise Elite Plus units trade under the corresponding fund codes with the addition of a 'P' at the end of the code.

³If transfer into a new Class PMA sub-account, please attach the SunWise Elite PMA Program Enrolment Form.

Note:

- Switches from SunWise Elite units to SunWise Elite Plus units are no longer permitted as SunWise Elite Plus units are closed to new money.
- Switches from Initial Sales Charge (ISC) to Deferred Sales Charge (DSC) are no longer permitted.

PREMIUM AMOUNT (\$ OR % PLEASE CHECK ONE)		FROM: FUND NAME	FUND CODE	TO: FUND NAME	FUND CODE	WIRE ORDER NUMBER
\$	%					
\$	%					
\$	%					
\$	%					

Switch/Transfer fee: _____ % (up to 2%) **Switch fees of up to 2% are not permitted within SunWise Elite Plus (GMWB) policies.**

Transfer existing PAC/AWD plan to new fund Continue existing PAC/AWD plan on the current fund Stop PAC/AWD plan

If no option is elected, CI will move the PAC/AWD to the new fund for full switches and continue PAC/AWD on the current fund for partial switches.

23-01-001E (03/23)

3. To initiate RRIF/LIF/LRIF/PRIF and GMWB Payments for SunWise Elite Including SunWise Elite Plus (GMWB)

a) RIF/LIF/LRIF/PRIF PAYMENTS (The payment date may be between the 1st and the 25th of any month)

- The minimum annual payment (MAP) requirement
- The maximum annual gross amount (for LIF/LRIF/RLIF Plans only)⁴
- The annual Guaranteed Withdrawal Amount / Lifetime Withdrawal Amount (GWA/LWA)⁵
- An annual amount of \$ _____ Gross or Net of fees and withholding taxes⁴

If no date or payment amount is indicated, CI will pay the RIF/LIF/LRIF/PRIF minimum during the month of December, and will redeem units proportionately across all Funds.

b) NON-REGISTERED PLANS

- The annual Guaranteed Withdrawal Amount / Lifetime Withdrawal Amount (GWA/LWA)⁵
- An annual amount of \$ _____ Gross or Net of fees⁴

⁴Withdrawals in excess of the annual GWA/LWA may have a negative impact on future guaranteed payments under the GMWB.

⁵To make a change to the GMWB payment option (GWA to LWA or LWA to GWA) for your existing SunWise Elite Plus Contract, please complete the SunWise Elite Plus GMWB Payment Option Change and Payment Direction Form.

c) PAYMENT INSTRUCTIONS

Frequency (please choose only one): Monthly Quarterly Semi-Annually Annually Start Date: _____
 Deposit directly to bank account (please attach void cheque) Mail to owner's address on file Mail to alternate address (indicate address below)

_____ Name _____ Address _____

_____ City _____ Province _____ Postal Code _____

FUND NAME	FUND CODE	SURRENDER AMOUNT (\$)	OR	PERCENT (%)

Withholding Tax Rate _____ %. (If the rate specified is less than the legislated minimum rate, the minimum rate will apply).
 If the rate elected is not supported by CI, CI will round down to the next available rate supported by CI. Federal and Provincial rates for Quebec are pre-determined by CI based on the rate inputted above.
 To determine the rates available, please visit CI AdvisorOnline at www.ci.com/advisoronline.

4. Client Authorization

For purchases, redemptions and transfers: I/We hereby authorize CI Investments to buy/sell and/or transfer units out of my/our Contracts in accordance with the instructions set out above. All redemptions and scheduled withdrawal plans must be signed by the Owner(s).

By signing you confirm that you have read and agreed to **CI Investments Inc.'s Privacy Policy** and **Sun Life's Privacy Statement** at the end of this form. If personal information is provided about a third party, you certify that you are authorized to disclose information about them for the purposes of this form.

X _____
Owner Signature

X _____
Joint Owner Signature

_____ Date (MM/DD/YYYY)

_____ X _____
Authorized Representative (as per Limited Trading Authorization if applicable) Irrevocable Beneficiary Signature

5. Representative Information (to be completed by the representative)

_____ X _____
Representative Name Telephone Number Representative Signature

_____ X _____
Dealer Number Representative Number Signature Guarantee Stamp (required for redemptions over \$25,000)

When complete, please send the Head Office copy to: CI Investments Inc., Administration Office, 15 York Street, Second Floor, Toronto, Ontario, M5J 0A3 or at fax number 416-364-6299.

USE OF PERSONAL INFORMATION NOTICE

CI INVESTMENTS INC.'S PRIVACY POLICY

We are committed to respecting and protecting the privacy and confidentiality of the information you have entrusted with us. This Privacy Notice outlines how we collect, use, disclose, store and safeguard your personal information.

WHAT INFORMATION DO WE COLLECT?

We collect information required to establish and service your accounts in compliance with federal and provincial laws as well as our self-regulatory organization requirements. We maintain audio recordings of in-coming and out-going telephone calls. You may access our full Privacy Policy Notice online at <https://ci.com/en/legal/privacy>. If you chose to interact with us online via our web portal or through e-mail we will monitor and record your usage information (please see our Online and Mobile Privacy Policy at <https://ci.com/en/legal/privacy#Online-and-Mobile-Privacy-Policy> for additional details).

HOW DO WE COLLECT INFORMATION?

We collect information directly from you or from your authorized representative(s), such as your financial advisor or their dealership. Depending on how you choose to do business with us this information may be collected on applications, forms, over the phone, in person, through the internet, through your mobile device or through other forms of communication.

HOW DO WE USE THE PERSONAL INFORMATION WE COLLECT?

Regardless of how you choose to do business with us, we may use your information to:

I. Provide and manage products and services you have requested, including;

- Open and operate your account,
- Verify your identity,
- Execute your transactions,
- Record and report account status back to you,
- Provide personalized service and support, and
- Respond to any request or questions you may have.

II. Understand our customers and to develop and tailor our products and services by performing data analytics to:

- Determine suitability of products and services for you,
- Determine your eligibility for certain of our products and services, or products or services of others,

- Communicate with you about products and services that may be of interest,
- Provide you with quality individualized client service and support, and
- Market and advertise to clients and prospective clients.

III. Legal and Regulatory Obligations

- Provide all required tax reporting,
- Comply with legal, regulatory, and contractual requirements, or as otherwise permitted by law,
- Fulfill obligations under federal anti-money laundering and suppression of terrorism legislation,
- Meet obligations as a member of various self-regulatory organizations,
- Protect our interests, including recovering any debts you may owe us, and
- Protect against fraud and other crime and to manage risk, including conducting investigations and proactive crime prevention measures.

DISCLOSURE OF YOUR PERSONAL INFORMATION

Employees or authorized representatives of CI Investments Inc. ("CI") who will be responsible for functions relevant to the purposes identified above, and other persons authorized by you or by law, will have access to the personal information contained in your file. We may share your personal information with CI Financial company affiliates, such as Assante Wealth Management (Canada) Ltd. ("AWM"), CI Private Counsel LP, ("CIPC"), BBS Securities Inc. ("BBS"), and WealthBar Financial Services Inc. ("WealthBar") and their subsidiaries to administer and service your account.

We may provide your information to third parties, including:

- Third party service providers for servicing purposes – We do not authorize them to use or disclose the personal information for their own marketing or other purposes. They may be located in Canada or other jurisdictions or countries and may disclose information in response to valid demands or requests from governments, regulators, courts and law enforcement authorities in those jurisdictions or countries in accordance with the applicable law in that jurisdiction or country.
- To governments, government agencies, regulators, including self-regulators, when required or permitted to do so by law, including in response to a search warrant, court order, or other demand or inquiry which we believe to be valid.

USE OF PERSONAL INFORMATION NOTICE continued

- To your financial advisor, their dealership, legal representatives and/or with other third parties at your direction.
- To financial institutions, securities dealers and mutual fund companies.
- To protect our interests, we may disclose information to any person or organization, including an investigative body, in order to prevent, detect or suppress, financial abuse, fraud, criminal activity, protect our assets and interests, or manage or settle any actual or potential loss or in the case of a breach of agreement or contravention of law.
- We may also disclose information to help us collect a debt owed to us.
- In the event of a transfer of a business, we may buy or sell a business (or evaluate those transactions) which would result in certain personal information forming business assets that would be purchased or sold as part of a transfer.
- We may transfer personal information as part of a corporate reorganization or other change in corporate control.
- In other situations where we have your consent, for instance, sharing your information with a joint account holder.

We do not sell or rent client lists or personal information to third parties.

PROTECTING INFORMATION

We maintain appropriate physical, electronic, technological, procedural, and organizational safeguards to protect against unauthorized access, disclosure, copying, use or modification, theft, misuse, or loss of your personal information in our custody or control. These safeguards are appropriate to the sensitivity of the information.

ACCESSING OR CORRECTING INFORMATION

We are committed to being transparent and providing you with choices about how your information is used. You may inform us of your preferences by registering for our client web portal [Investor Online] online at www.ci.com and accessing the Privacy Preferences page. If you are unable to register online, you may also contact our client services via phone at 1-800-792-9355 or by email to service@ci.com.

To correct or access your information we encourage you to access our Client Services department, Online web portal or your periodic statements. However, you do have the right, subject to certain limitations, to formally request to review or verify your personal information, or to find out to whom we have disclosed it. To make a formal request for access, send a written request addressed to the Privacy Officer, 15 York Street, Toronto, ON, M5J 0A3. Please include your full name, address, telephone number, and account number(s) on all correspondence to us and provide enough detail to allow us to identify the information you want.

If you have any questions or concerns about our privacy practices, the privacy of your personal information, or you want to change your privacy preferences, please let us know by contacting your financial advisor or contacting our Client Services Department. We are committed to helping resolve your questions or concerns.

SUN LIFE PRIVACY STATEMENT**RESPECTING YOUR PRIVACY**

Our Purpose is to help our Clients achieve lifetime financial security and live healthier lives. We collect, use and disclose your personal information to: develop and deliver the right products and services; enhance your experience and manage our business operations; perform underwriting, administration and claims adjudication; protect against fraud, errors or misrepresentations; tell you about other products and services; and meet legal and security obligations. We collect it directly from you, when you use our products and services, and from other sources. We keep your information confidential and only as long as needed. People who may access it include our employees, distribution partners such as advisors, service providers, reinsurers, or anyone else you authorize. At times, unless we're prohibited, they may be outside your jurisdiction and your information may be subject to local laws. You can always ask for your information and to correct it if needed. In most cases, you have a right to withdraw your consent, but we may not be able to provide the requested product or service. Read our Global Privacy Statement and local policy at www.sunlife.ca/privacy or call us for a copy.