

Identity Verification for Beneficiaries – Individuals

Contract/Policy Number _____ Contract/Policy Number _____ Contract/Policy Number _____

Complete this form if the amount payable is \$10,000 or more per policy for each independent beneficiary. CI Global Asset Management ("CI GAM") on behalf of Sun Life Assurance Company of Canada ("Sun Life") must verify the identity of the beneficiary as the manager of Sun Life legacy segregated fund products.

Always verify the identity of the beneficiary. This helps Sun Life and you to manage risk and to comply with the Proceeds of Crime (Money Laundering) and Terrorist Financing Act and other relevant legislation/regulations.

What is a named beneficiary?

A beneficiary is the individual that will benefit from a transaction or to which the final remittance is made.

- Designated beneficiary
- Trustee/Tutor of minor beneficiary
- Other representative/POA

1. Identity Verification

1.1A Complete for a beneficiary/minor beneficiary

First Name & Middle Initial(s)	Last Name	Birthdate (MM/DD/YYYY)	
Relationship to Insured		Detailed Occupation/Pre-Retirement Occupation/Principle Business	
Residential Address (Street Number and Name) Note: PO Box and general delivery addresses are not acceptable		Apartment or Suite	Telephone Number
City	Province/State	Country	Postal/Zip Code

1.1B Complete if you are the power of attorney (POA), a Trustee/Tutor of minor or other representative

First Name & Middle Initial(s)	Last Name	Birthdate (MM/DD/YYYY)	
Relationship to Beneficiary (i.e. POA)		Detailed Occupation/Pre-Retirement Occupation/Principle Business	
Residential Address (Street Number and Name) Note: PO Box and general delivery addresses are not acceptable		Apartment or Suite	Telephone Number
City	Province/State	Country	Postal/Zip Code

Identification method – Complete one of the below methods (A or B). Record all the information; attach copies of source documents only if using the dual process – method B. **If minor beneficiary or incapacitated complete the identity verification below on the trustee/tutor for minor beneficiary, POA or other representative.**

A) Photo identification (must be completed in person face-to-face)

View an authentic, valid and current government-issued photo identification document. It must be issued by a federal, provincial or territorial government to be used to verify the identity of an individual. You may accept a foreign government-issued photo identification document if it is an equivalent to a Canadian document. Photo identification documents issued by municipal governments, Canadian or foreign, are not acceptable.

Type of Document	Document Number
Document Expiry Date (MM/DD/YYYY)	Province/State of Issue
Country of Issue	Date of Verification (MM/DD/YYYY)

B) Dual process (can be used in person face-to-face or non face-to-face)

Refer to information from 2 different independent and reliable source documents that are valid and current. Must collect all information from 2 out of 3 options listed below:

1. Name and address
2. Name and date of birth
3. Name and proof of Canadian deposit account, or Canadian loan account

You must attach copies of the source documents to this form.

Note: Some examples of acceptable reliable sources would be: federal, provincial, territorial and municipal levels of government, crown corporations, financial entities, utility providers or government-issued photo identification. Detailed information is required (i.e. CIBC/Union Gas/Marriage certificate).

Name of Source 1	Type of Document				Account or Reference Number
Information collected according to method used	Name	Address	Date of Birth	Financial Account	Date of Verification (MM/DD/YYYY)
Name of Source 2	Type of Document				Account or Reference Number
Information collected according to method used	Name	Address	Date of Birth	Financial Account	Date of Verification (MM/DD/YYYY)

2. Politically Exposed Persons (PEP) / Head of an International Organization (HIO)

Is the beneficiary receiving \$100,000 or more over the duration of the life insurance policy or an immediate or deferred annuity? Yes No

If Yes, you need to complete section 2 below in relation to the Politically exposed foreign persons (PEFP), Politically exposed domestic persons (PEDP), Head of an international organization (HIO) questions.

To the best of your knowledge, have you, your family member or close associate, held any of the following PEFP/ PEDP/HIO positions? Record all that apply in the chart(s) below.

Family members include:

- spouse, civil union spouse or common-law partner;
- children/step children, siblings/half siblings/step siblings of the beneficiary;
- biological/adoptive/step parent of the beneficiary;
- biological/adoptive/step parent of the spouse, civil union spouse or common-law partner.

A close associate can be a person who is connected to a PEP or HIO for personal or business reasons. Examples of relationships that could indicate that someone is a close associate (personal or business) could include, but are not limited to, persons who:

- are the business partners of, or who beneficially own or control a business with, a PEP or HIO;
- are in a romantic relationship with a PEP or HIO;
- are involved in financial transactions with a PEP or a HIO;
- serve as prominent members of the same political party or union as a PEP or HIO;
- serve as a member of the same board as a PEP or HIO;
- carry out charitable works closely with a PEP or HIO; or
- are listed as joint on a policy where one of the holders may be a PEP or HIO

Politically exposed foreign persons (PEFP) – (living or deceased, current or ever held) Yes No

A PEFP is a person who holds or who has held one of the following offices or positions in or on behalf of a foreign state:

- | | | |
|--|---|--|
| • Member of the Executive Council of Government | • Counsellor of an ambassador | • Head of a government agency |
| • President (head) of a state-owned company | • Attaché | • Judge of a supreme court, constitutional court or other court of last resort |
| • President (head) of a state-owned bank | • Leader (or president) of a political party represented in a Legislature | • Military officer with a rank of General or above |
| • Deputy Minister (or equivalent rank) in government | • Head of state | • Member of a legislature |
| • Ambassador | • Head of government | |

Beneficiary First Name & Middle Initial(s)	Last Name	
First name & Middle Initial(s) (PEFP) if not Beneficiary	Last Name	Relationship to Beneficiary (PEFP)
Country where Position Held	Organization or Institution	Position Held

Politically exposed domestic persons (PEDP) – (living or deceased, current or in last 5 years) Yes No

A PEDP is a person who holds or has held within the last 5 years one of the following positions in or on behalf of the Canadian government, a Canadian provincial government, or a Canadian municipal government.

- | | | |
|--|--|---|
| • Governor General | • Counsellor of an ambassador | • Judge of the Federal Court of Appeal |
| • Lieutenant Governor | • Attaché | • Judge of the Supreme Court of Canada |
| • Member of the Senate | • Military officer with a rank of General or above | • Leader (or president) of a political party represented in a legislature |
| • Member of the House of Commons | • President of a corporation that is wholly owned directly by Her Majesty in right of Canada or a province | • Holder of any prescribed office or position |
| • Member of a legislature | • Head of a government agency | • Mayor |
| • Deputy Minister (or equivalent rank) in government | • Judge of an appellate court in a province | |
| • Ambassador | | |

Beneficiary First Name & Middle Initial(s)	Last Name	
First Name & Middle Initial(s) (PEDP) if not Beneficiary	Last Name	Relationship to Beneficiary (PEDP)
Country where Position Held	Organization or Institution	Position Held

2. Politically Exposed Persons (PEP) / Head of an International Organization (HIO (continued))

Head of an international organization (HIO) – (living or deceased, current or in last 5 years) Yes No

An individual is an HIO if the individual is the head of an international organization or the head of an institution established by an international organization. An international organization is an organization set up by the governments of more than one country and established by means of a formally signed agreement between those governments.

Examples of international organizations include, but not limited to:

- North Atlantic Treaty Organization (NATO)
- Organization for Economic Co-operation and Development (OECD)
- International Monetary Fund (IMF)
- World Bank Group
- World Health Organization (WHO)
- La Francophonie

Beneficiary First Name & Middle Initial(s)	Last Name	
First Name & Middle Initial(s) (HIO) if not Beneficiary	Last Name	Relationship to Beneficiary (HIO)
Country where Position Held	Organization or Institution	Position Held

3. Source of Wealth

Complete this section if the beneficiary has answered yes to any of the questions in section 2 above relating to PEP/PEDP/HIO determination.

Record the accumulation of the beneficiary's source of wealth. This is the origin of a person's total assets that can be reasonably explained, rather than what might be expected. For example, a person's wealth could originate from an accumulation of activities and occurrences.

Provide your accumulated source of wealth (select all that apply)

Family wealth	Gifts	Business income
Inheritance	Payments from pension or retirement plans	Sales of business property
Divorce settlement	Casino or lottery wins	Income from purchase or sale of investments (e.g. from real estate, securities, royalties, patents)
Salaries, bonuses, commissions	Other personal assets (e.g. sales of residential properties, artwork)	

Other (give details) _____

4. Beneficiary Declaration

I declare that the answers and statements given to the questions on this form are complete and true.

I understand that the information has been collected, used and stored for purposes of the *Proceeds of Crime (Money Laundering) and Terrorist Financing Act* and other relevant legislation/regulations.

Additionally, I confirm that:

- If I met with the advisor face-to-face, I provided government photo identification that is authentic, valid, and current.
- If I sent my advisor my identification verification documents in a non-face-to-face way (e.g. Zoom, secure email, mail, fax), these documents are valid and current and from 2 reliable and independent sources.

X _____
Beneficiary/Representative Signature Date (MM/DD/YYYY)

5. Advisor Attestation

With the understanding that Sun Life will rely on the information in this form to satisfy applicable regulatory requirements on verifying the identity of beneficiaries, I, the advisor, confirm each of the following:

- All of the identification details provided in this form match the authentic government photo identification document shown to me in person face-to-face (if method A was used);
- If dual process method (Method B) was used to verify identity, I confirm that the documents I viewed are valid and current and from 2 reliable and independent sources, and completed either in person face-to-face or non face-to-face (zoom, secure email, mail, fax). Copies of the source documents are attached to this form;
- I have reviewed the details provided in this form with the beneficiary or their representative;
- To the best of my knowledge, all details in this form are complete, true and given to me by the beneficiary or their representative in a face-to-face or non face-to-face meeting.

Advisor's First Name	Last Name	Advisor Number Rep Code
X _____ Advisor Signature	_____	_____
	Telephone Number	Date (MM/DD/YYYY)

CI INVESTMENTS INC.'S PRIVACY NOTICE

CI Investments Inc. doing business under the registered business name of CI Global Asset Management ("CI GAM", "we", "our", "us") 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, including sensitive personal information, such as social insurance number, required to establish and service your accounts in compliance with federal and provincial laws as well as our financial 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 www.cifinancial.com/ci-gam/ca/en/legal/privacy.html. If you choose 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 www.cifinancial.com/ci-gam/ca/en/legal/privacy.html 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. We also collect information about you indirectly where permitted by law. We limit the collection of information to what is necessary to fulfill the purpose for which the information is collected.

HOW DO WE USE THE PERSONAL INFORMATION WE COLLECT?

In addition to the purposes set out in our full Privacy Policy Notice (www.cifinancial.com/ci-gam/ca/en/legal/privacy.html), we may use your information to:

- I. Provide and manage products and services you have requested, including to:
 - a) Open and operate your account,
 - b) Verify your identity,
 - c) Execute your transactions,
 - d) Record and report account status back to you,
 - e) Provide personalized service and support, and
 - f) 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:
 - a) Determine suitability of products and services for you,
 - b) Determine your eligibility for certain of our products or services of others,
 - c) Communicate with you about products and services that may be of interest,
 - d) Provide you with quality individualized client service and support, and
 - e) Market and advertise to clients and prospective clients.
- III. Legal and Regulatory Obligations
 - a) Provide all required tax reporting,
 - b) Comply with legal, regulatory, and contractual requirements, or as otherwise permitted by law,
 - c) Fulfill obligations under federal anti-money laundering and suppression of terrorism legislation,
 - d) Meet obligations as a member of various self-regulatory organizations,
 - e) Protect our interests, including recovering any debts you may owe us, and
 - f) 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 GAM"), 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 share your personal information with CI Financial company affiliates, such as Assante Wealth Management (Canada) Ltd. ("AWM"), CI Private Counsel LP, ("CIPC"), CI Investment Services Inc. ("CIIS"), and WealthBar Financial Services Inc. ("WealthBar") and their subsidiaries where necessary to administer and service your account.

We provide your information to third parties, including:

- Third party service providers for the servicing purposes described above – We do not authorize our service providers to use or disclose the personal information for their own marketing or other purposes. We engage service providers pursuant to a written agreement which requires them to protect personal information with equivalent safeguards that we would use. Our service providers 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. For more information on our information sharing practices, please contact our Privacy Officer.
- To governments, government agencies, regulators, including self-regulatory authorities, 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.
- To your financial advisor and their dealership where necessary to administer and service your account.
- To your legal representatives and/or with other third parties at your direction for the purposes which you specify at the time of the direction.
- To financial institutions, securities dealers and mutual fund companies where necessary to administer and service your account.
- 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.

Information collected will be communicated outside of Quebec, both within Canada and other jurisdictions or countries and we 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.

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, the purposes for which it is used, the quantity and distribution of the personal information and the medium on which we (or our service providers) store it. We limit access to your personal information to the employees

and agents who require it for the purposes of their role. Your personal information is only used for the purposes for which it was collected or where permitted by law. We store personal information for as long as is necessary to achieve the purposes for which it was collected or in accordance with applicable law.

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 1-800-268-9374 or by e-mail to service@ci.com.

To correct or access your information, we encourage you to contact our Client Services department, access our Online web portal or consult your periodic statements. However, you do have the right to access and correct your personal information, or to find out to whom we have disclosed it. To make a formal request for access or correction, please send a written request addressed to the Privacy Officer, 15 York Street, 4th Floor, 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 to access or correct.

REVOKING CONSENT

You may withdraw your consent for the collection, use and disclosure of your personal information at any time by forwarding a written request to the Privacy Officer. Please include your full name, address, telephone number and account number(s) on any correspondence to us. However, there are certain times when you may not withhold or revoke your consent including certain legal, regulatory, or contractual requirements. We must receive reasonable notice of your request in order to honour your consent withdrawal. Your decision to withhold or revoke your consent may limit the products and services that we may provide to you and may require you to close your accounts with us.

OUR PRIVACY OFFICE

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 contact our Privacy Officer. For changes to your privacy preferences please be reminded that you may update your selection by accessing the Privacy Preferences page of our web portal. We are committed to helping resolve your questions or concerns.

CI Investments Inc. Privacy Officer, 15 York Street, 4th Floor, Toronto, ON, M5J 0A3

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.