



# Your Retirement Plan

Enrolment Guide - Policy #65379

GCO Canada Inc.

# Take the express route to saving your money

1

Go to **mycanadalifeatwork.com** and sign in with the Guest access ID and password.

Access ID: 2144898

Password: VCQw7yd6

2

Select **Enrol now**.

3

Complete the steps to join your group plan.



## Go online for more information about your group plan

My Canada Life at Work gives you quick and easy access to your account, plus tools and resources to help you make the most of your money.

- **Secure.** Your personal information is safe.
- **Quick.** You can join in under 15 minutes.
- **Easy.** Enrolment express guides you through each step.



## Need help? We're here for you

Call Canada Life at 1 800 724-3402, Monday to Friday between 6 a.m. and 6 p.m. MT. Your policy number is 65379 – have this handy so we can help you faster.

## Talk to an expert

Not sure if you're making the right decisions about your money? Get free service and support that's right for you.

Dan Roy, Roy Financial Services Inc.

danroy@royfinancial.com

(780) 458-3500

# Opportunity is knocking - here's your answer

Open the door to possibility. Your group plan is the key to meeting your savings needs. How? When you join, you put your plan into action – and this means your savings can start to grow. It's really as easy as that.

When it comes to planning and saving for your future, the earlier you start, the easier it can be. Think of this guide as your helpful friend, here to help you make decisions that are in line with your needs today – and tomorrow.

Need a little extra help to make sure you're on the right track? Your group plan's advisor is a great source of knowledge and expertise. Give them a shout – the information you need to get in touch is on the inside cover of this guide.

When you enrol and become a member – and if your plan allows – you can choose who'll receive the value of your plan when you die. This is called designating a beneficiary. The monetary amount your beneficiary receives is called the death benefit.

The death benefit is paid to your beneficiary within 30 days after Canada Life receives all supporting documents requested (e.g. proof of death, etc.). This timeframe could be shorter depending on your policy.

To find out more about our customer complaint handling procedures, visit [www.canadalife.com/complaints](http://www.canadalife.com/complaints).

Let's get started! Follow the steps on the inside cover of this guide. This is your future. Go make it happen.

## Want to dive right in?

If you're ready to join your group plan now, follow the steps on the inside cover of this guide to get started. That's it!





## What's in it for you? (A lot.)

You're busy living life and working hard for your money, so what can your money do for you? You can find out – and get the benefits both now and later by joining your group plan.



**Pay yourself first.** Payroll contributions are automatically invested in your group plan. It's easy because you don't have to do anything!



**Tax benefits.** Like immediate tax refunds? Contributions to your RRSP can be deposited into your group plan before income tax is calculated, so you pay less upfront tax. This means more money for you.



**'Free money' from GCO Canada Inc.** Every time you make a contribution, so does GCO Canada Inc. Not taking advantage of this perk is like having a cheque you don't bother cashing. Really.



**Low fees.** Group plan fees work kind of like a multi-deal at the grocery store – when you buy a lot of one thing, the unit cost is lower than if you only bought one. In a group plan, member contributions are pooled together and investments are bought in bulk – keeping fees low so your money can grow. Buying power – it's your group plan's superpower.



**Combine your savings.** Low fees and the beauty of compounding (when the money your investments earn gets reinvested to grow even more!) shouldn't be limited to money in your group plan. Transfer your other savings to your group plan so they can benefit, too! It's easier to keep an eye on your financial goals when everything is in one place.

You can join this plan. To learn more about this plan, go to [smartpathnow.com](http://smartpathnow.com).

- **Registered retirement savings plan (RRSP):** A way for you to save money for retirement with some great tax benefits.



## Retiring soon?

### Then it's time to think about your income options

When you retire, it's time to put your savings to work. Flexible income from registered retirement income funds (RRIFs), life income funds (LIFs) and guaranteed income from annuities can provide an easier switch from your working years to your retirement years. We can help you choose income options that work for you. Call your advisor for more information. You can find the number on the back of this guide.





## Answers to your questions



### Joining

#### When can you join?

You may join the plan at any time.



### Contributing

#### How much can you contribute?

You may make regular contributions up to 5% of your earnings (your basic salary as determined by your employer). You may also choose to increase your contributions and make contributions on a voluntary basis.

#### How can you make additional contributions?

Through payroll contributions, online banking, with a cheque or by transferring your money from another financial institution.

#### What does your employer contribute?

Your employer will match the first 3% of your regular contributions. Your employer will also match 50% of the next 2% of regular contributions you may choose to contribute. The maximum employer annual contribution is 4% of your annual earnings.

## Contributing

### Can you transfer your other savings into the plan?

Yes. Call 1-800-724-3402 to find out how to do this.

### What are my withdrawal rules?

Withdrawing your regular contributions or the

contributions your employer made on your behalf while you're employed will only be permitted if you have your employer's consent unless required by law. You may withdraw your voluntary contributions.

## Investing

### What happens if you don't make an investment choice?

Your contributions will be invested in the Balanced Index (GWLIM) Fund.



This is a summary of your group plan as of January-20-2023. Find the complete details in the official plan documents, which you can request from GCO Canada Inc. In case of errors or conflict in wording with this section, the official plan documents will apply. You can also call Canada Life at 1 800 724-3402 for more information.

It's your responsibility to inform yourself about the plan and your rights under it, using tools provided both by your plan administrator and by Canada Life. You also have the right to request a paper statement of your account, a copy of your application for membership and any other documentation to which you are entitled to receive under the applicable legislation. Some of these rights are also available to your plan beneficiary or another claimant.







# Notes

# Notes

[illegible]



# Your questions have met their match

See how we can help.



## Call Canada Life

If you have questions about your group plan, call this number. We have a team ready to help.

**Contact 1 800 724-3402**

**Monday to Friday between  
6 a.m. and 6 p.m. MT**



## Talk to an expert

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## Manage your group plan with My Canada Life at Work

This is the place to go to check your account balance, learn about your investment options and manage your group plan.

**mycanadalifeatwork.com**



## Learn more with the smartPATH education program

Check out some tools and resources to help you understand retirement planning, saving, investing and more. There are videos, calculators and articles— all broken into different stages of your savings journey.

**smartpathnow.com**

## See what else Canada Life offers

Learn about extra ways to save your money, how you can help protect you and your family and more.

**canadalife.com**