PARTNERS IN PLANNING
FINANCIAL SERVICES LTD.
Corporate Head Office
2330 - 15th Avenue Tel (306) 757-4646
Regina, SASK S4P 1A2 Fax (306) 359-7442

NON-FINANCIAL CHANGE FORM

PIP PLAN ID# MANDATORY

❑ NAME CHANGE ❑ ADDRESS CHANGE ❑ DEALER / REP CHANGE ❑ BENEFICIARY CHANGE

FUND COMPANY ________________ ACCOUNT NUMBER ________________

CLIENT A	CLIENT B	CLIENT C
❑ MR. ❑ MRS. ❑ MISS ❑ MS. ❑ DR. ❑ COMPANY	❑ MR. ❑ MRS. ❑ MISS ❑ MS. ❑ DR. ❑ COMPANY	❑ MR. ❑ MRS. ❑ MISS ❑ MS. ❑ DR. ❑ COMPANY
LAST NAME	LAST NAME	LAST NAME
FIRST NAME & INITIALS	FIRST NAME & INITIALS	FIRST NAME & INITIALS
SOCIAL INSURANCE NUMBER	SOCIAL INSURANCE NUMBER	SOCIAL INSURANCE NUMBER
DATE OF BIRTH M M D D Y Y	DATE OF BIRTH M M D D Y Y	DATE OF BIRTH M M D D Y Y

PART ONE: CHANGE OF BENEFICIARY

Please use one form per fund company

CHANGE BENEFICIARY FOR ACCT # ________________ TO:

NAME OF BENEFICIARY (Please print)

SIGNATURE OF IRREVOCABLE BENEFICIARY (If Applicable)

PART TWO: NEW ADDRESS

STREET ADDRESS

RESIDENCE TELEPHONE NUMBER

BUSINESS TELEPHONE NUMBER

CITY

POSTAL CODE

E-MAIL ADDRESS

PART THREE: NAME CHANGE

(Proof of change and sample of both signatures must be attached.)

Name Change From: ________________ To: ________________

Signature Change From: ________________ To: ________________

PART FOUR: CHANGE OF DEALER REPRESENTATIVE

(Please complete a Partners in Planning New Client Form and submit as required.)

From Dealer Name: ________________ Representative Name: ________________

Old Dealer Representative Number: ________________ New Dealer Representative Number: ________________

SIGNED AT ________________ THIS ________________ DAY OF ________________ 20 ________

REPRESENTATIVE SIGNATURE GUARANTEE

SIGNATURE OF APPLICANT

REPRESENTATIVE NAME (Please Print)

DEALER - REP NUMBER

SIGNATURE OF JOINT APPLICANT

BRANCH MANAGER SIGNATURE

■ Our Statement of Financial Position as at our most recent financial year end and a list of our directors and senior officers is available upon request. Our clients in British Columbia are entitled to certain additional information about us, including information about commissions and fees that we charge, and about any administrative proceedings that may relate to the firm or our staff.

■ Certain representatives of Partners In Planning Financial Services Ltd. are dually licensed in securities and insurance. Where such dual licensing is in effect, your representative will advise you of the name of their insurance sponsor. Please be aware that the representative will be employed by more than one company in providing service to you, depending on the product purchased. In addition, the remuneration earned by the representative from the sale of these products will vary with the product purchased.

■ A one-time purchase fee, as a percentage of the gross investment amount, will be deducted by the fund management company for each purchase made, part of which will be made to my representative to service my account. If the fund has no initial purchase fee, an early redemption fee may be involved (a deferred sales charge). This redemption fee may be reduced annually, so that after a specified period, there will be no fees on redemption. Please refer to the prospectus for further information and discuss the nature of all fees with your representative.

■ Fund management companies may occasionally provide additional compensation to Partners in Planning representatives such as subsidizing the cost of financial conferences, continuing education programs, reimbursement of advertising costs, promotional expenses or merchandise programs. Many funds also pay service or trailer fees to Partners in Planning so long as the investment remains in those funds.

■ Should a purchase of investment funds be used in a Registered Retirement Savings Plan (RRSP), Registered Retirement Income Fund (RRIF) or other tax deferral plan, the trustee of the plan will annually or semi-annually deduct a trustee fee from the fund unless arrangements have been made to pay this trustee fee directly. This trustee fee is often calculated as a percentage of the market value of the RRSP or RRIF with a stated minimum and maximum amount.

■ It is our practice to monitor your account in relation to your stated objectives on a regular basis to ensure over time that the portfolio's composition remains consistent with those objectives. Market movements can be rapid and significant, however, leaving a portfolio materially out of balance with stated objectives. While we will attempt to rebalance a portfolio under these circumstances (consulting with the client), we can not accept liability for temporary divergence from those stated objectives.

■ Although cashable on any business day, professionally managed investment funds are normally considered to be long-term investments and their market value will fluctuate.

■ Past performance of any funds purchased is not necessarily an indication of future performance and therefore cannot be guaranteed.

■ Please ask your representative for the name of his branch manager and/or provincial compliance officer. Should you have any unresolved issues or concerns relating to service in your account, please contact the manager immediately.

It is my wish that all documents relating to the Plan have been drawn up in the English language only.
C'est mon désir que tout document se rapportant au régime (Plan) soient rédigés en anglais seulement.

SIGNATURE ______________________ DATE ______________________