



ACCOUNT NUMBER
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Corporation  
  Sole Proprietorship  
  Partnership  
  Cooperative  
  Charity  
  Volunteer  
  OTHER (SPECIFY)

COMPANY / LEGAL / TRADE NAME(S)			ORGANIZATION TYPE
STREET ADDRESS			CITY
PROVINCE	COUNTRY	POSTAL CODE	PHONE NUMBER
EMAIL ADDRESS			INDUSTRY/SECTOR

Complete form RC519 Declaration of Tax Residence for Entities (attached)

INTENDED USE OF THE ACCOUNT	If you wish to access statements online, we will contact you with login information by:		
	<input type="checkbox"/> Secure email	<input type="checkbox"/> Phone	<input type="checkbox"/> I/We decline online statements

Deposit Details	TRANSACTION CODE	202 Renewal • 240 Holder Deposit		
PRINCIPAL AMOUNT (\$)	YRS / MTHS	RATE (%)	DEPOSIT DATE (MM/DD/YY)	MATURITY DATE (MM/DD/YY)

Interest Options      Compounded Annually      Paid by Direct Deposit (choose a frequency below)

Payment Frequency      Monthly      Semi-Annually      Annually on Anniversary

Direct Deposit (Attach Void Cheque)	NAME OF FINANCIAL INSTITUTION	TRANSIT NO.	INST. NO.	ACCOUNT NO.
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Is this transaction being carried out on behalf of a third party?      No      Yes (Complete either section 1 or 2 below)

When you are determining whether a third party is involved, it is not about who "owns" the money, but rather about "who gives instructions to deal with the money". To determine who the third party is, the point to remember is whether the individual in front of you is acting on someone else's instructions. If so, that someone else is the third party (FINTRAC Guideline 6G - section 5.1)

1	FULL NAME OF ENTITY		NATURE OF RELATIONSHIP TO THIRD PARTY
	NATURE OF PRINCIPAL BUSINESS	PLACE OF INCORPORATION	INCORPORATION NUMBER
	THIRD PARTY STREET ADDRESS		CITY
	PROVINCE	COUNTRY	POSTAL CODE

2	FULL NAME OF INDIVIDUAL		NATURE OF RELATIONSHIP TO THIRD PARTY
	OCCUPATION	BIRTH DATE (MM/DD/YY)	
	THIRD PARTY STREET ADDRESS		CITY
	PROVINCE	COUNTRY	POSTAL CODE

**Certification**

- I/We certify that the information given is correct and complete. I will give my financial institution a new form within 30 days of any change in tax residency that causes the information to become incomplete or inaccurate.
- I/We have provided identification details on the Ascertainning Identity form and have included it as part of this application.
- I/We certify that I have read and signed the "Consent and Authorization to use Personal Information (Form A115) and have included it as part of this application.
- I/We have read, understand and agree to the Deposits Disclosure which has been provided, and furthermore agree to be bound by its terms inclusive of fees and interest rates of which I/We have been informed.

SIGNATURE OF HOLDER	SIGNATURE OF HOLDER	
SIGNATURE OF HOLDER	SIGNATURE OF HOLDER	
ACCEPTED BY AUTHORIZED OFFICER	AGENT NO.	DATE (MM/DD/YY)

**Additional Notes**

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<b>LSM - Internal Use Only</b>	SOURCE	CLASS	CLASSIFICATION
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Cheque Deposit    
  ICU Deposit    
  Electronic Transfer    
  Internal Transfer

NAME OF FINANCIAL INSTITUTION	CHECKED BY
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**Business Information**

ACCOUNT NUMBER

<input type="checkbox"/> Deposit		<input type="checkbox"/> Loan		<input type="checkbox"/> Mortgage	
<input type="checkbox"/> Corporation	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Cooperative	<input type="checkbox"/> Charity	<input type="checkbox"/> Volunteer <input type="checkbox"/> OTHER (SPECIFY)
COMPANY / LEGAL / TRADE NAME(S)			BUSINESS NUMBER		
STREET ADDRESS			CITY		
PROVINCE	COUNTRY	POSTAL CODE	PHONE NUMBER		
PRIMARY BUSINESS FUNCTION		<input type="checkbox"/> Documents confirming the existence, structure, ownership and control and Powers to Bind are attached			
Is the business a registered charity for tax purposes? <input type="checkbox"/> Yes <input type="checkbox"/> No ( If no, does the business solicit donations from the public? <input type="checkbox"/> Yes <input type="checkbox"/> No )					

**Names of Directors**

1	FULL NAME	4	FULL NAME
2	FULL NAME	5	FULL NAME
3	FULL NAME	6	FULL NAME

For more than six names, please attach an additional form.

**Beneficial Ownership** Individuals who own or control 25% or more of the corporation or entity, directly or indirectly

No individual owns or controls 25% or more of the corporation or entity, directly or indirectly.

1	HOLDER'S SURNAME	GIVEN NAME(S)	
STREET ADDRESS		CITY	
PROVINCE	COUNTRY	POSTAL CODE	% OWNED OR CONTROLLED
2	HOLDER'S SURNAME	GIVEN NAME(S)	
STREET ADDRESS		CITY	
PROVINCE	COUNTRY	POSTAL CODE	% OWNED OR CONTROLLED
3	HOLDER'S SURNAME	GIVEN NAME(S)	
STREET ADDRESS		CITY	
PROVINCE	COUNTRY	POSTAL CODE	% OWNED OR CONTROLLED
4	HOLDER'S SURNAME	GIVEN NAME(S)	
STREET ADDRESS		CITY	
PROVINCE	COUNTRY	POSTAL CODE	% OWNED OR CONTROLLED

**Most Senior Managing Officer** (Identification of the most senior managing officer is required when beneficial ownership can not be obtained and confirmed)

SENIOR MANAGER'S SURNAME	GIVEN NAME(S)		
STREET ADDRESS			
PROVINCE	COUNTRY	POSTAL CODE	DATE OF BIRTH
EMPLOYMENT STATUS	OCCUPATION	INDUSTRY/SECTOR	

**Identification**

**Single Method Government Issued Photo Identification.** Complete **one** of the document sections below.

**Single Method Canadian Credit Bureau Report.** Include a unique identifier number.

**Dual Method Combination of Two Sources.** Complete **both** of the document sections below.

**Document Section I**

DOCUMENT USED TO CONFIRM IDENTITY	REFERENCE NUMBER	
PLACE OF ISSUE	COUNTRY OF ISSUE	EXPIRY DATE

**Document Section II**

DOCUMENT USED TO CONFIRM IDENTITY	REFERENCE NUMBER	
PLACE OF ISSUE	COUNTRY OF ISSUE	EXPIRY DATE

**PEP DECLARATION**

Are you a Politically Exposed Person (PEP) or the Head of an International Organization (HIO)?  Yes  No

Are you a family member or close associate of a PEP or HIO?  Yes  No

Definitions for PEPs and HIOs can be found on the FINTRAC website: [fintrac-canafe.gc.ca/guidance-directives/client-clientele/Guide12/12-eng](http://fintrac-canafe.gc.ca/guidance-directives/client-clientele/Guide12/12-eng)

**To be completed by the person examining documentation**

I certify that I i) have verified the original identification records listed above ii) having made reasonable inquiries, have no reason to believe the client is acting on the behalf of a third party or, if so, has provided the required third party information, and iii) have verified the individual(s) signature.

NAME OF PERSON EXAMINING ID DOCUMENTS	DATE INDIVIDUAL(S) IDENTIFIED (MM/DD/YY)
SIGNATURE OF PERSON EXAMINING ID DOCUMENTS	

<b>LSM - Internal Use Only</b>	CHECKED BY	DATE CHECKED
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## Quick Reference Guide for Ascertaining Identity

### Single and Dual Source Methods of Identification

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#### Single Source: Government Issued Photo Identification

The identification card or document must be authentic, valid and current. It must be **face to face** and contain the following:

- Include the individual's name
- Include the individual's photo
- Include a unique identifier number
- Be issued by a provincial, federal or territorial government in Canada **OR** is a foreign identification document that is equivalent to an acceptable Canadian photo identification card or document

#### Single Source: Canadian Credit Bureau Report Checklist

The credit bureau report information must be valid and current. It can be used for **face to face or non-face to face** identification however this method may prove challenging as all information on the credit check **must match** exactly what has been provided by the individual.

- Match the name, address, and date of birth provided by the individual
- Include a unique identifier number (File Number or Unique Number)
- Be at least three years in existence
- The report must contain information that is derived from more than one source (i.e. more than one trade line)

#### Dual Source: Combination of Two Sources

The two sources together must meet one of the following combinations and can **face to face or non-face to face**:

- The name and address on one document/source & the name and date of birth on the second document/source
- The name and address on one document/source & the name and confirms a deposit, loan or credit card account on the second document/source
- The name and date of birth on one document/source & the name and confirmation of a deposit, loan or credit card account on the second document/source

The documents or sources must be:

- Reliable
- From two separate, independent sources (issuers)
- Provide an account number, or if no account number, include a reference number pertaining to the document or source
- Either in the original format, or a copy or electronic image of the original document as received by the individual from the issuer
- Valid/legitimate (not altered)
- Current (not expired) or is the most recent version of the source (utility bill etc.)

### Corporations

**A corporation's existence, directors, beneficial ownership and powers to bind must be verified before an application can be processed.**

- **Beneficial Ownership:** the following documents can be used to verify beneficial ownership of the corporation: Shareholders statement, register or agreement; articles of incorporation; bylaws; annual return, or an annual record that has been filed under provincial securities legislation.
- **Powers to Bind:** These can be confirmed by referring to any one of the following: Certificate of Incumbency, Articles of Incorporation, or Bylaws of the Corporation.
- Please provide copies of the documentation used to verify directors, beneficial ownership and powers to bind to League Savings with the completed application.
- **Associations and Non-Incorporated Businesses-** Existence and beneficial ownership must be confirmed for non-corporate entities.

### Entities neither Individuals or Corporations

The following can be used to verify the beneficial ownership of an entity other than a corporation:

- partnership agreement
- a letter signed by all partners confirming the existence, ownership, control and structure of the partnership
- articles of association
- articles of constitution
- a letter stating the purpose, ownership, control and structure of the group (listing all the group members and signed by two signing officers)
- minutes of group meetings (listing the structure of the group, as well as all the group members and signed by the person recording the minutes)



# LEAGUE SAVINGS AND MORTGAGE

A Credit Union Company

## (FORM 115)

### CONSENT AND AUTHORIZATION TO USE PERSONAL INFORMATION

1. As the undersigned(s) to this Consent and Authorization to Use Personal Information, and in connection with the application to League Saving and Mortgage Company (“LSM”) for a financial product and/or service, and/or providing a guarantee in support of an application for a financial product and/or service (the “Application”), I/we (individually and collectively, as applicable, referred to hereafter in the singular) provide LSM with consent and authorization to:
  - a) verify, confirm, collect, use, and/or disclose any personal information contained in the Application for making reasonable inquiries and decisions necessary for evaluating the Application;
  - b) in the case of a mortgage or loan application: request, collect and obtain from LSM or its affiliates; any person; credit reporting agency; insurer; financial institution; or any other entity as may be required, any information necessary to verify and confirm the state of my financial affairs; and
  - c) collect, use and disclose my personal information for the following purposes:
    - i. to understand my financial needs;
    - ii. in the case of a mortgage or loan application, to evaluate my credit standing and to share or exchange reports and information with credit reporting agencies, insurers and/or other financial institutions;
    - iii. to determine my suitability and eligibility for products and services including loan insurance;
    - iv. to promote and offer LSM products and services to me, or those of others that LSM believes may be of interest to me;
    - v. to meet legal and regulatory requirements;
    - vi. to investigate and adjudicate insurance claims, fraudulent and/or other illegal activities;
    - vii. to provide ongoing service to me, and disclose my personal information to anyone who works with or for LSM, but only to the extent necessary for providing products and/or services to me;
    - viii. where my account has originated through a credit union or broker/agent, to release periodic information on these accounts to the referring source to enhance the level of service provided to me; and
    - ix. to protect my interests and those of LSM.

“Personal information” means information that identifies me as a customer of LSM and includes, without limitation, information provided to LSM and information obtained from other sources with my consent.

2. I hereby understand and acknowledge that if the Application is a referral from a credit union or broker/agent, LSM may pay a referral fee as compensation to the referring agent.
3. Where LSM is unable to approve my Application for a real property mortgage, I provide LSM with consent and authorization to refer the Application to another lender (an “Alternate Lender”) who, subject to my final agreement, may approve the Application on terms and conditions it deems acceptable. For this purpose, as applicable, I provide consent and authorization for:

- a) disclosure of any personal information concerning the Application by LSM to an Alternate Lender;
- b) disclosure of details of an approved Application by the Alternate Lender to my real estate agent; and/or
- c) disclosure of any personal information by the Alternate Lender concerning its approved Application to LSM from time to time over the term of the mortgage, and LSM's collection of that personal information.

4. I consent and authorize LSM, at its sole option and without further notice to me, to disclose my personal information to the referring credit union or broker/agent for the purpose of their being kept up to date on the balance and renewal status of the LSM product(s) and/or service(s) I received from that referral, as applicable.
5. I acknowledge that my consent and acknowledgement under paragraph 1 may only be withdrawn prior to the Application being approved, and is effective only through written notice of such withdrawal to LSM. Receipt of such notice will result in a declined Application. Once an Application is approved, consent provided under paragraph is required for LSM's delivery of its products and/or services and cannot be withdrawn.
6. From time to time, I consent to LSM sending me commercial electronic messages to promote and offer its products and services, and/or those LSM believes to be of interest to me. I understand that I may withdraw my consent to receive these messages at any time by using the unsubscribe mechanism accompanying those messages.

<b>Please complete the following section in full:</b>	
<input type="checkbox"/> <b>Yes, I do.</b>  <input type="checkbox"/> <b>No, I do not.</b>  <input type="checkbox"/> <b>Not applicable.</b>	<p>If your loan application is for a real property mortgage, do you consent to the referral of your application to an Alternate Lender as described in paragraph 3?</p>
<input type="checkbox"/> <b>Yes, I do.</b>  <input type="checkbox"/> <b>No, I do not.</b>	<p>Do you consent to LSM sending you commercial electronic messages to promote their products and services to you as described in paragraph 6 above?</p>
<p><b>DATED</b> the ____ day of _____, 20 ____.</p>	
<p>_____ Name of Applicant or Guarantor (please print)</p>	<p>_____ Signature of Applicant or Guarantor</p>
<p>_____ Name of Co-Applicant (please print)</p>	<p>_____ Signature of Co-Applicant</p>

For more information regarding League Savings' commitment to protecting your privacy including your right to limit or withdraw your consent and authorization respecting your personal information, please review League Savings' Privacy Code available at [www.lsm.ca](http://www.lsm.ca) or call us at 1-800-668-2879. Our address is 6074 Lady Hammond Road, Halifax, NS, B3K 2R7.

- a) disclosure of any personal information concerning the Application by LSM to an Alternate Lender;
- b) disclosure of details of an approved Application by the Alternate Lender to my real estate agent; and/or
- c) disclosure of any personal information by the Alternate Lender concerning its approved Application to LSM from time to time over the term of the mortgage, and LSM's collection of that personal information.

4. I consent and authorize LSM, at its sole option and without further notice to me, to disclose my personal information to the referring credit union or broker/agent for the purpose of their being kept up to date on the balance and renewal status of the LSM product(s) and/or service(s) I received from that referral, as applicable.
5. I acknowledge that my consent and acknowledgement under paragraph 1 may only be withdrawn prior to the Application being approved, and is effective only through written notice of such withdrawal to LSM. Receipt of such notice will result in a declined Application. Once an Application is approved, consent provided under paragraph is required for LSM's delivery of its products and/or services and cannot be withdrawn.
6. From time to time, I consent to LSM sending me commercial electronic messages to promote and offer its products and services, and/or those LSM believes to be of interest to me. I understand that I may withdraw my consent to receive these messages at any time by using the unsubscribe mechanism accompanying those messages.

<b>Please complete the following section in full:</b>	
<input type="checkbox"/> <b>Yes, I do.</b> <input type="checkbox"/> <b>No, I do not.</b> <input type="checkbox"/> <b>Not applicable.</b>	<p>If your loan application is for a real property mortgage, do you consent to the referral of your application to an Alternate Lender as described in paragraph 3?</p>
<input type="checkbox"/> <b>Yes, I do.</b> <input type="checkbox"/> <b>No, I do not.</b>	<p>Do you consent to LSM sending you commercial electronic messages to promote their products and services to you as described in paragraph 6 above?</p>
<p><b>DATED</b> the ____ day of _____, 20 ____.</p>	
<p>_____ Name of Applicant or Guarantor (please print)</p>	<p>_____ Signature of Applicant or Guarantor</p>
<p>_____ Name of Co-Applicant (please print)</p>	<p>_____ Signature of Co-Applicant</p>

For more information regarding League Savings' commitment to protecting your privacy including your right to limit or withdraw your consent and authorization respecting your personal information, please review League Savings' Privacy Code available at [www.lsm.ca](http://www.lsm.ca) or call us at 1-800-668-2879. Our address is 6074 Lady Hammond Road, Halifax, NS, B3K 2R7.





**Annex – Controlling persons**

Identify the entity's controlling persons. Attach a separate list if you need to enter the information of more than two controlling persons. Or you can include a separate Form RC518, Declaration of Tax Residence for Individuals – Part XVIII and Part XIX of the Income Tax Act, for each controlling person. Make sure to give the type of controlling person for each controlling person on your list or forms.

**Controlling person 1**

Last name	First name and initials	Date of birth	Year	Month	Day	Social insurance number

Type of controlling person

**Permanent residence address**

Apartment number – street number and name	City
Province, territory, state or sub-entity	Country or jurisdiction
	Postal or ZIP code

**Mailing address (only if different from the permanent residence address)**

Apartment number – street number and name	City
Province, territory, state or sub-entity	Country or jurisdiction
	Postal or ZIP code

**Declaration of tax residence**

Tick (✓) all of the options that apply to the controlling person(s).

 **The controlling person is a tax resident of Canada.** **The controlling person is a tax resident or a citizen of the United States.** If you ticked this box, give the controlling person's taxpayer identification number (TIN) from the United States.

TIN from the United States

| | | | | | | | | |

If the controlling person does not have a TIN from the United States, has that person applied for one?

 Yes No **The controlling person is a tax resident of a jurisdiction other than Canada or the United States.** If you ticked this box, give the controlling person's jurisdictions of tax residence and TINs or functional equivalent. If the controlling person does not have a TIN, choose reason 1, 2, or 3, as described in Section 2.

Jurisdiction of tax residence	Taxpayer identification number	Reason

**Controlling person 2**

Last name	First name and initials	Date of birth	Year	Month	Day	Social insurance number

Type of controlling person

**Permanent residence address**

Apartment number – street number and name	City
Province, territory, state or sub-entity	Country or jurisdiction
	Postal or ZIP code

**Mailing address (only if different from the permanent residence address)**

Apartment number – street number and name	City
Province, territory, state or sub-entity	Country or jurisdiction
	Postal or ZIP code

**Declaration of tax residence**

Tick (✓) all of the options that apply to the controlling person(s).

 **The controlling person is a tax resident of Canada.** **The controlling person is a tax resident or a citizen of the United States.** If you ticked this box, give the controlling person's taxpayer identification number (TIN) from the United States.

TIN from the United States

| | | | | | | | | |

If the controlling person does not have a TIN from the United States, has that person applied for one?

 Yes No **The controlling person is a tax resident of a jurisdiction other than Canada or the United States.**

If you ticked this box, give the controlling person's jurisdictions of tax residence and TINs or functional equivalent. If the controlling person does not have a TIN, choose reason 1, 2, or 3, as described in Section 2.

Jurisdiction of tax residence	Taxpayer identification number	Reason

## General information

Financial accounts held by certain non-resident entities, and certain entities controlled by non-resident individuals or U.S. Persons, have to be reported to the Canada Revenue Agency (CRA).

Account information reported to the CRA is shared with the government of a foreign jurisdiction in which an entity or one of its controlling persons is a resident for tax purposes when Canada has an information exchange agreement with that jurisdiction. The CRA shares account information with the U.S. Internal Revenue Service if an entity is a specified U.S. Person or one of its controlling persons is a U.S. citizen or resident.

To find out if the financial institution gave account information to the CRA and what information the institution gave, you may ask the institution. To find out if information has been shared with the U.S. or another jurisdiction, you may contact the CRA.

## How to Fill Out the Form

### Section 1 – Identification of account holder

Use Section 1 to identify the account holder. Sometimes the address of an account holder may be different from its mailing address. If this is the case, give both addresses.

The **account holder** is the person listed or identified as the holder of the financial account by the financial institution that maintains the account. But, when a person other than a financial institution holds a financial account for the benefit of or for another person as an agent, a custodian, a nominee, a signatory, an investment advisor or an intermediary, they are not considered the account holder. In such cases, the account holder is the person for whom the account is held.

If a trust or an estate is listed as the holder of a financial account, the trust or the estate is the account holder, not the trustee or the liquidator. Similarly, if a partnership is listed as the holder of a financial account, the partnership is the account holder, not the partners in the partnership.

An account holder also includes any person who can access the cash value or designate a beneficiary under a cash value insurance contract or an annuity contract.

When no person can access the contact's value or change a beneficiary, the account holder is any person named in the contract as an owner and any person who is entitled to receive a future payment under the terms of the contract. When an obligation to pay an amount under the contract becomes fixed, each person entitled to receive a payment is an account holder.

The **policy or account number** is the number the financial institution assigned to the account (such as a bank account number or an insurance policy number). If there is no such number, leave this box blank. If multiple policies or accounts are opened at the same time, list all the policy or account numbers.

### Section 2 – Declaration of tax residence

Use Section 2 to identify the entity's tax residence and taxpayer identification number. If the entity does not have such a number, give the reason.

Generally, an entity will be a **tax resident** of a jurisdiction if, under the laws of that jurisdiction, it pays or should be paying income tax there because of its domicile, residence, place of management or incorporation, or a similar criterion. For this form:

- a) a partnership, a limited partnership, or a similar legal arrangement is considered to reside in the jurisdiction where its place of management is located
- b) a trust is considered to reside in the jurisdiction where the central management and control of the trust actually takes place
- c) an entity that is a "U.S. Person" is a tax resident of the United States

An entity that is a **tax resident** in more than one jurisdiction could rely on the tie-breaker rules in the relevant tax convention (when they apply) to resolve a case of dual tax residence (if they are applicable in that case). Otherwise, an entity should enter all of the jurisdictions where they are a tax resident and provide their taxpayer identification number (TIN) for each jurisdiction.

A **TIN or functional equivalent** is a unique combination of letters or numbers that a jurisdiction assigns to an individual or entity. The jurisdiction uses a TIN in administering its tax laws to identify an individual or entity. Enter the TIN in its official format.

If an entity is a tax resident in the U.S. and does not have a TIN from the U.S., it has 90 days to apply for a TIN and 15 days after it is received to give it to the financial institution. If the entity fails to provide its U.S. TIN to the financial institution, the entity is liable to a \$100 penalty.

If the entity is a tax resident in a jurisdiction other than Canada or the U.S. and does not have a TIN from its jurisdiction of residence, it has 90 days to apply for a TIN and 15 days after it is received to give it to the financial institution, unless its jurisdiction of residence does not issue or require the collection of TINs. If a TIN has not been provided for a jurisdiction of residence, the entity has to provide a reason for not having a TIN. Reasons that fall under "Reason 3: Other reason" for not having a TIN include not being eligible to receive one. However, if the entity is eligible to receive a TIN and fails to provide it to the financial institution, the entity may be liable to a \$500 penalty.

### Section 3 – Entity classification

Use Section 3 to identify what type of entity the account holder is.

In Section 3.1, identify if the entity is a financial institution and whether it has a global intermediary identification number (GIIN). A GIIN is a unique identifier the Internal Revenue Service of the United States issues to financial institutions. Reasons for not having a GIIN include being a deemed compliant foreign financial institution or a non-participating foreign financial institution.

A **financial institution** may be a custodial institution, a depository institution, an investment entity, or a specified insurance company. A financial institution resident in Canada may classify itself as a financial institution if it is a Canadian financial institution or a prescribed non-reporting financial institution. These types of entities include the following:

- registered retirement savings plan
- registered pension plan
- tax-free savings account
- registered education savings plan
- registered retirement income fund

Use Section 3.2 to determine whether the financial institution is a type of investment entity that needs to identify its controlling persons in the Annex. An entity has to fill out the Annex if it resides in a non-participating jurisdiction and is an entity described in paragraph b) of the definition of investment entity.

Use Sections 3.3 to 3.5 to determine if an entity, other than a financial institution, has to identify its controlling persons in the Annex.

### Section 4 – Certification

Make sure you complete all sections of this form (including the Annex) that apply to the entity, and sign Section 4 before you give this form to the financial institution.

## Annex

Use the Annex to identify the controlling persons of the entity.

**Controlling persons** of an entity are the natural persons who exercise direct or indirect control over the entity. Generally, whether a person exercises control over an entity is determined in a way similar to how beneficial owners are identified for Canada's Proceeds of Crime (Money Laundering) and Terrorist Financing Act.

For example, a person is generally considered to control a corporation if they directly or indirectly own or control at least 25% of the corporation.

If no individual is named as controlling the corporation, senior managing officials such as the Chief Executive Officer of the corporation are considered the corporation's controlling persons.

The social insurance number (SIN) of the controlling person only has to be given on this form if that person has a SIN and is a U.S. Person or a non-resident of Canada.

In the case of a trust, controlling persons include its settlors, trustees, any protectors, beneficiaries (or class of beneficiaries), and any other natural persons with ultimate effective control over the trust.

A controlling person of an entity may have control indirectly through another entity. If so, to determine the entity's controlling persons, you have to look through the entity's chain of control or ownership to identify and report the natural persons who are the controlling persons of the entity. Financial institutions may apply this requirement in a way similar to how beneficial owners are identified for Canada's Proceeds of Crime (Money Laundering) and Terrorist Financing Act.

In the case where a trust has control over the entity, the controlling persons of the entity include all natural persons who control the trust. In the case where a corporation has control over the entity, the controlling persons include all natural persons who directly or indirectly own or control 25% or more of the corporation.

In the case of a legal arrangement other than a trust, controlling persons are persons in equivalent or similar positions to those described above.

Enter the description that best describes the type of controlling person:

- 1) Direct owner
- 2) Indirect owner
- 3) Senior managing official
- 4) Settlor of a trust
- 5) Trustee of a trust
- 6) Protector of a trust
- 7) Beneficiary of a trust
- 8) Other controlling person of a trust
- 9) Equivalent to a settlor of a legal arrangement other than a trust
- 10) Equivalent to a trustee of a legal arrangement other than a trust
- 11) Equivalent to a protector of a legal arrangement other than a trust
- 12) Equivalent to a beneficiary of a legal arrangement other than a trust
- 13) Other controlling person of a legal arrangement other than a trust

The CRA may apply a penalty to an account holder who fails to provide a valid TIN. If you select "Reason 3", you must specify why a TIN could not be provided.

## Definitions

### Active non-financial entity

An active non-financial entity is an entity other than a financial institution that meets at least one of the following criteria:

- a) Less than 50% of the entity's gross income for the preceding fiscal year is passive income and less than 50% of the assets the entity held during the preceding fiscal year are assets that produce or are held to produce passive income.
- b) The stock of the entity is regularly traded on an established securities market or the entity is related to an entity whose stock is regularly traded on an established securities market.
- c) The entity is a governmental entity, an international organization, a central bank, or an entity wholly owned by one or more of the above.
- d) Substantially all of the activities of the entity are made up of holding (in whole or in part) the outstanding stock of, or providing financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a financial institution. But, an entity does not qualify for this status if the entity functions (or presents itself) as an investment fund. Examples of an investment fund include a private equity fund, a venture capital fund, a leveraged buyout fund, and any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes.
- e) The entity is a start-up and is not yet operating a business and has no operating history, but it is investing capital into assets with the intention of operating a business other than the business of a financial institution. This is as long as the entity does not qualify for this exception later than 24 months after the date it was first organized.
- f) The entity is in liquidation and was not a financial institution in the past five years. And, it is in the process of liquidating its assets or is reorganizing with the intention of continuing or restarting operations in a business other than the business of a financial institution.
- g) The entity mainly engages in financing and hedging transactions with, or for, related entities that are not financial institutions. It does not provide financing or hedging services to an entity that is not a related entity. This is as long as the group of any such related entities is mainly engaged in a business other than the business of a financial institution.

- h) The entity is a non-profit entity that meets all of the following requirements
  - i) It is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes. Or, it is established and operated in its jurisdiction of residence and is a professional organization, business league, chamber of commerce, labour organization, agricultural or horticultural organization, civic league, or an organization operated exclusively to promote social welfare.
  - ii) It does not have to pay income tax in its jurisdiction of residence.
  - iii) It has no shareholders or members who have a proprietary or beneficial interest in its income or assets.
  - iv) The laws of the entity's jurisdiction of residence that apply or the entity's formation documents do not allow any of the entity's income or assets to be distributed to, or applied for the benefit of, a private person or non-charitable entity other than in line with the entity's charitable activities, as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property the entity bought.
  - v) The laws of the entity's jurisdiction of residence that apply or the entity's formation documents require that, as soon as the entity is liquidated or dissolved, all of its assets will be distributed to a governmental entity or other non-profit entity. Or, they will be handed over to the government of the entity's jurisdiction of residence or one of its political subdivisions.
- i) The entity is organized in a United States territory and all of the owners of the payee are tax residents of that United States territory.

### Canadian financial institution

A Canadian financial institution is an entity that is a financial institution resident in Canada or a foreign entity that is a financial institution with a branch in Canada and that is described in any of the following:

- a) an authorized foreign bank within the meaning of section 2 of the Bank Act for its business in Canada, or a bank to which that act applies.
- b) a cooperative credit society, a savings and credit union, or a caisse populaire regulated by a provincial act.
- c) an association regulated by the Cooperative Credit Associations Act.
- d) a central cooperative credit society, as defined in section 2 of the Cooperative Credit Associations Act, or a credit union central or a federation of credit unions or caisses populaires that is regulated by a provincial act other than one enacted by the Government of Quebec.

- e) a financial services cooperative regulated by An Act respecting financial services cooperatives, R.S.Q., c. C-67.3 or by An Act respecting the Mouvement Desjardins, S.Q. 2000, c. 77
- f) a life company or a foreign life company that the Insurance Companies Act applies to, or a life insurance company regulated by a provincial act
- g) a company the Trust and Loan Companies Act applies to
- h) a trust company regulated by a provincial act
- i) a loan company regulated by a provincial act
- j) an entity authorized under provincial law to deal in securities or any other financial instruments or to provide portfolio management, investment advice, fund administration, or fund management services
- k) an entity that is presented or promoted to the public as a collective investment vehicle, mutual fund, exchange traded fund, private equity fund, hedge fund, venture capital fund, leveraged buyout fund, or similar investment vehicle that is established to invest or trade in financial assets and is managed by an entity referred to in j) above
- l) an entity that is a clearing house or clearing agency
- m) a department or an agent of the Crown or of a province that accepts deposit liabilities

### Investment entity

There are two types of entities that can be considered an investment entity:

- a) an entity that mainly carries on the business of one or more of the following activities or operations for a customer:
  - i) trading in money market instruments (such as cheques, bills, certificates of deposit, and derivatives); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading
  - ii) individual and collective portfolio management
  - iii) investing in, administering, or managing financial assets or money for other persons, or
- b) an entity the gross income of which is mainly from investing, reinvesting, or trading in financial assets if it is managed by another entity that is a depository institution, a custodial institution, a specified insurance company, or an investment entity described in a) above.

### Passive income

Passive income generally includes income from the holding of property, such as:

- dividends
- interest
- income equivalent to interest
- rents and royalties (these do not include rents and royalties derived in the conduct of a business done, at least in part, by employees of a non-financial entity)
- annuities
- the excess of gains over losses from the sale or exchange of financial assets, which results in passive income
- the excess of gains over losses from transactions (including futures, forwards, options, and similar transactions) in any financial assets
- the excess of foreign currency gains over foreign currency losses
- net income from swaps
- amounts received under cash value insurance contracts

### Passive non-financial entity

A passive non-financial entity is an entity that is:

- a) not a financial institution, nor an active non-financial entity
- b) an investment entity described in paragraph b) of the definition of investment entity, which resides in a non-participating jurisdiction, and
- c) for Part XVIII purpose, not a withholding foreign partnership or a withholding foreign trust under U.S. Treasury regulations

### Related entity

An entity is considered to be related if one entity controls the other or if the two entities are under common control (the "related entity group"). Control means direct or indirect ownership of:

- a) in the case of a corporation, shares of the capital stock of a corporation that
  - i) give their holders more than 50% of the votes that could be cast at the annual meeting of the shareholders of the corporation, and
  - ii) have a fair market value of more than 50% of the fair market value of all the issued and outstanding shares of the capital stock of the corporation;

- b) in the case of a trust, an interest as a beneficiary in the trust with a fair market value that is greater than 50% of the fair market value of all interests as a beneficiary in the trust
- c) in the case of a partnership, interest as a member in the partnership that entitles the member to more than 50% of the income or loss of the partnership, or of the assets (after deducting any liabilities) if the partnership were to stop existing

In the case of two entities that are investment entities described in paragraph b) of the definition of investment entity, the two entities are considered related entities if they are under common management and such management has to meet the due diligence obligations of the investment entities.

### Specified U.S. Person

A specified U.S. Person is a U.S. person, other than:

- a) a corporation the stock of which is regularly traded on one or more established securities markets
- b) a corporation that is a member of the same expanded affiliated group, as defined in section 1471(e)(2) of the U.S. Internal Revenue Code as a corporation described in a) above
- c) the United States or any wholly owned agency or instrumentality of the United States
- d) a state of the United States, a U.S. territory, a political subdivision of any of the foregoing, or a wholly owned agency or instrumentality of any one or more of these
- e) an organization that does not have to pay tax under section 501(a) of the U.S. Internal Revenue Code or an individual retirement plan as defined in section 7701(a)(37) of the U.S. Internal Revenue Code
- f) a bank as defined in section 581 of the U.S. Internal Revenue Code
- g) a real estate investment trust as defined in section 856 of the U.S. Internal Revenue Code
- h) a regulated investment company as defined in section 851 of the U.S. Internal Revenue Code or an entity registered with the U.S. Securities and Exchange Commission under the U.S. Investment Company Act of 1940
- i) a common trust fund as defined in section 584(a) of the U.S. Internal Revenue Code
- j) a trust that does not have to pay tax under section 664(c) of the U.S. Internal Revenue Code or that is described in section 4947(a)(1) of the U.S. Internal Revenue Code
- k) a dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or one of its states
- l) a broker as defined in section 6045(c) of the U.S. Internal Revenue Code
- m) a tax-exempt trust under a plan that is described in section 403(b) or section 457(b) of the U.S. Internal Revenue Code

### Strata/Condominium Corporations

Financial accounts held by a strata/condominium corporation do not have to be reported under Part XIX, as long as:

- a) the entity is exempt from tax under section 149 of the Income Tax Act
- b) the account is only to cover the costs of a condominium or housing co-operative
- c) the amounts in the account may only be used to pay for the expenses of the condominium or housing co-operative
- d) each year, no one owner can contribute more than US\$50,000 or more than 20% of the annual contributions due in the year.

### U.S. Person

A U.S. Person is any of the following:

- a) a U.S. citizen or an individual who resides in the United States
- b) a partnership or corporation organized in the United States or under the laws of the United States or any State in it
- c) a trust, if:
  - i) a court in the United States would have the authority under applicable law to deliver orders or judgments about substantially all issues regarding the administration of the trust
  - ii) one or more U.S. persons have the authority to control all the trust's major decisions
- d) the estate of a deceased person that is a citizen or a resident of the United States

This disclosure of interest information, fees and charges applies to all GIC, RRSP, RRF, TFSA and FHSA deposits held with League Savings and Mortgage. Fees and charges are subject to change, with advance notice.

League Savings and Mortgage is a member of the Canada Deposit Insurance Corporation (CDIC). CDIC insures many types of savings against the failure of a financial institution. Please visit our website at [www.lsm.ca](http://www.lsm.ca) for more information.

## DISCLOSURE OF INTEREST INFORMATION

### Variable Rate Deposit

- Interest rates are priced to market.
- Interest is calculated on the daily closing balance.
- Interest is paid monthly.

### Redeemable 1 Year Deposit

- Fully redeemable after 30 days
- Interest is paid at maturity or at time of redemption.
- Maximum two withdrawal requests per year.

### Fixed-Term Deposits 1 – 5 Years

- Interest is guaranteed for the term of the deposit.
- Interest is calculated on an annual basis as a percentage of the deposit amount.
- Interest is paid in accordance with the specified interest payment frequency on the deposit.

### Better Earth and Better Equality Portfolio Market Linked Guaranteed Investment (Non-Redeemable)

- Principal is 100% guaranteed.
- Rate of return is based on the variation in the price of 20 equal-weighted equity securities, paid at maturity. Refer to the Terms and Conditions Governing the Method of Calculation of Interest in the Market Linked Agreement.

## MINIMUM BALANCES

League Savings and Mortgage (excluding Nominee Deposit Brokers & Deposit Broker Services)	Nominee Deposit Brokers & Deposit Broker Services
<b>Term Deposits</b> <ul style="list-style-type: none"> <li>• Minimum deposit of \$1,000.00</li> <li>• Minimum deposit of \$5,000.00 for GIC with interest paid monthly or semi-annually by AFT.</li> </ul>	<b>Term Deposits-Nominee Deposit Brokers</b> <ul style="list-style-type: none"> <li>• Minimum deposit of \$5,000.00</li> </ul>
<b>Variable Accounts</b> <ul style="list-style-type: none"> <li>• Minimum deposit of \$100.00, or a regular scheduled preauthorized contribution of \$50.00 or more</li> </ul>	<b>Term Deposits-Deposit Broker Services</b> <ul style="list-style-type: none"> <li>• Minimum deposit of \$25,000.00</li> </ul>

## DEPOSIT RENEWALS

### 21 Day Rate Guarantee

- A notice of maturing deposit will be mailed approximately 21 days prior to maturity date. Depositors will receive the highest rate within 21 days prior to the maturity date.

### Automatic Renewal

- If League Savings and Mortgage has not received renewal instructions, the deposit will be renewed for a similar term at the current posted rate of interest. Automatic renewals for terms under the minimum deposit balances will be renewed into a variable account or combined with a similar term if available.
- Deposit may be amended, redeemed or transferred within 10 business days of the investment or maturity date.

## DISCLOSURE OF FEES & CHARGES

Bank drafts	\$10.00 for each bank draft
Transfer from registered plans (RSP, RIF, TFSA, FHSA)	\$100.00 for each transfer of registered product
Withdrawal from registered plans (RSP, RIF, FHSA)	\$50.00 transaction fee per withdrawal
Early withdrawal of redeemable 1-year deposit	No interest will be paid if redemption is within 30 days of purchase or last renewal date.
Redemption of a non-redeemable deposit prior to the maturity date due to financial hardship	Pre-approval with League Savings and Mortgage \$100.00 transaction fee, plus 50% discount of interest earned on each deposit as of the last renewal date
Withdrawal from non-redeemable RRF deposit prior to maturity	Maximum of 25% of the previous year-end balance Limit of 2 special withdrawals per year \$100.00 transaction fee per withdrawal
Pension legislated special withdrawal request	\$150.00 unlocking fee, in addition to applicable withdrawal fee
Account closed within 90 days of opening	\$100.00 per account
Change of registration/internal transfer	\$25.00 transaction fee per deposit
NSF (non-sufficient funds) fee	\$40.00 transaction fee
Estate administration	Estate processing is charged at a rate of \$275.00 per hour, with a minimum of \$275.00
Wire transfers	Incoming wire transfer \$20.00 Outgoing wire transfer \$30.00 domestic/ \$40.00 international
Dormant accounts	After two years notice of inactivity \$20.00, after five years notice of inactivity \$30.00 and after nine years notice of inactivity \$40.00
Transactional research	\$150.00 per hour, with a minimum charge of \$150.00 to research historical information and calculations
Provide personal information	\$25.00 fee to provide personal information pursuant to federal or provincial privacy legislation

# Protecting your deposits

Canada Deposit Insurance Corporation (CDIC) is a federal Crown corporation that insures more than \$1 trillion in deposits held in member institutions. CDIC is fully funded by our members and coverage is free and automatic – you don't have to sign up.

CDIC protects eligible deposits in Canadian and foreign currency for up to \$100,000 (Canadian dollars) in each of CDIC's insurance categories.

## What's covered?

- Deposits in Canadian or foreign currency (including via payroll, Interac e-transfer, or cheque)
- Guaranteed Investment Certificates (GICs)
- Other term deposits

## What's not covered?

- Mutual funds
- Stocks and bonds
- Exchange Traded Funds (ETFs)
- Cryptocurrencies

**Example:** Jane Doe has placed the following funds at a CDIC member institution. Here's what does ✓ and does not ✗ qualify for CDIC coverage:

\$ 40,000 in a GIC ✓  
 \$ 25,000 in a savings account ✓  
 \$ 25,000 in a chequing account ✓  
 \$ 130,000 in mutual funds ✗

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\$220,000 = Total Portfolio  
 \$ 90,000 = Total Eligible Deposits  
 \$ 90,000 = Total Deposits Protected by CDIC

Jane's GIC, savings and chequing accounts are in her name only and all qualify for CDIC coverage within the same coverage category (deposits held in one name). As a result, total amounts in these accounts are combined and are insured for up to a total of \$100,000 in the event of a member institution's failure.

## A word about financial service providers, products and deposit protection

CDIC deposit insurance may be available for eligible financial products offered by a CDIC member, another financial institution, a broker, a third-party financial service provider (for example, a financial technology company), or other providers. To find out if your deposits are protected by CDIC, speak to your financial service provider.

## What happens if a CDIC member fails?

In the unlikely event of failure of a CDIC member institution, CDIC provides access to insured funds (including interest) within days. It's automatic – we will contact you.

## What you can do

- Know what is covered and what is not
- Keep your address, phone number and email up-to-date at your financial institution
- Ask your broker or financial advisor about CDIC's rules for deposits held in trust including keeping up-to-date beneficiary information

## Want to know more?

Visit our website

**cdic.ca**

Call us

**1-800-461-2342**

Follow us




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