

RRSP Loan Program

Loan Amount	Minimum: \$2,000	Maximum: \$50,000
Interest rate (variable)	Reimbursement period*	Starting January 12, 2009
	3 and 6 months 12 and 24 months 3 to 5 years 6 to 10 years	PR + 1.25% PR + 1.25% PR + 2.25% PR + 3.25%
	PR = Prime business rate for corporate loans posted by the Bank of Canada. This rate is variable and can be consulted at www.bankofcanada.ca , under "Statistics / Daily Digest / Interest Rates". * The reimbursement period must not exceed the next whole number when dividing the amount of the loan by \$2,000. E.g., the maximum reimbursement period for a \$6,500 loan is 4 years ($\$6,500 / \$2,000 = 3.25$ (i.e. 4 years maximum)) Loan transfers are accepted. In the case the RRSP is already with SSQ Insurance, the interest rate is increased by 0.25%.	
Reimbursement	Monthly payments, by pre-authorized debit only, each 1st of the month Repayment in part or in whole without penalty	
Deferred initial payment	3 months (for a 12-month reimbursement period minimum) or 6 months (for a 24-month reimbursement period minimum)	
Eligibility	Any applicant who meets the eligibility criteria will be accepted. Self-employed workers and/or registered business owners may be eligible if they meet additional requirements. Loan applications will be submitted to the Investment department for approval.	
Proof of income	For all applicants: not required for loans under \$10,000. Self-employed workers and/or registered business owners: proof of income is required for every loans applications.	
Supporting document	Personalized cheque specimen in the borrower's name required to open the reimbursement account.	
Investment options (eligible products)	All SSQ Guaranteed Investment Funds (GIFs), including capital guarantee options. All SSQ GIAs (including Laddered GIAs and SSQ Equity GIAs) and High Yield Account	
Transfers between products	Transfers between eligible products are permitted.	
Withdrawals	Not permitted	
Set-up fees	None	

Application Procedure – Rrsp Loan

1. Loan application

The advisor must complete the **RRSP Loan Form (FRA1025)** and have it signed by the borrower. The Loan Contract must be given to the borrower, with a copy of the loan application.

If information is missing from the application form, loan approval may take longer.

SSQ Insurance recommends that advisors provide borrowers with a copy of the disclosure document about using the leverage effect.

2. RRSP Application Form

The advisor must complete the **Application Form for Individual Contracts (FRA641)**. On this application form, the investor must apply for a registered plan (RSP) and specify investment options.

Each new loan must be associated with a separate contract.

For the transfer of a RRSP loan, please refer to section 6 of the Administrative Guide for Advisors.

3. Supporting documents and proof of income

The advisor must send:

For all applicants:

- **A personalized cheque specimen** from the borrower's account marked **VOID** to open the reimbursement account;
- A proof of income for loans of \$10,000 and up (a copy of the most recent pay stub or most recent T4).

For a self-employed worker and/or registered business owner:

- **A personalized cheque specimen** from the borrower's account marked **VOID** to open the reimbursement account;
- A copy of the Notice of Assessment **from the past two years**;
- All documents supporting the personal financial balance sheet (e.g.: city tax accounts and investment statements).

4. Document transmission

The advisor must fax the documents to **418-652-2744** or to **1-866-814-8080**.

5. Credit approval

Upon receipt of all duly completed and signed documents, SSQ Insurance analyzes the loan application and credit rating. **If the file is complete**, SSQ Insurance contacts the advisor with the credit decision.

For all applicants: twenty-four (24) hours

For a self-employed worker and/or registered business owner: forty-eight (48) business hours

The advisor then informs the client and sends the original documents by courier to the following address:

SSQ Insurance – RRSP Loans
2515 Laurier Boulevard
P.O. Box 10510, Stn Sainte-Foy
Quebec QC G1V 0A3

6. Investment of funds

SSQ Insurance invests the funds in accordance with the Application Form within the 24 hours after the loan is accepted (if the form was sent by fax) or upon receipt of the original documents.

7. Loan tracking

In the days following the disbursement, SSQ Insurance sends a welcome letter to the borrower. SSQ Insurance reserves the right to review the client's loan or credit status from time to time.

8. Investment tracking

SSQ Insurance provides the investor with semi-annual investment statements by mail. Advisors may consult statements which are made available on our secure website.

For more information about the RRSP Loan application process and other loan options, contact SSQ Insurance Client Services at 1-800-320-4887.

Note: This is a summary of the SSQ Investment Loan Program. For more information, please refer to the Administrative Guide for Advisors. This offer is subject to change without prior notice.

