

Transfer Authorization for Registered Investments
This form must be used for Registered Investments

A. Planholder Identification

Last Name _____ First Name _____ Initials _____

Address _____

City _____ Province _____ Postal Code _____

Social Insurance Number _____ Home Telephone Number _____ Business Telephone Number _____ Ext. _____

B. Receiving Institution Information

Canadian Imperial Bank of Commerce PO Box 603, STN Agincourt Scarborough ON M1S 5K9

Group Plan Number (if applicable) _____ Client Account/Policy Number _____

Tax-Free Savings Account

Retirement

Non-locked in: RRSP Spousal RRSP (includes common-law or same sex partners)

Locked in: Jurisdiction _____ Type _____

C. Client Direction to Delivering Institution

Delivering Institution Name _____

Address _____

City _____ Province _____ Postal Code _____

Group Plan Number (if applicable) _____ Client Account/Policy Number _____

This area must be completed

Transfer: Please refer to statement in bold in "Client Authorization" section below*

In cash Shares/unit Dollars

Investment Amount _____ Symbol and/or Certificate Number or Policy Number _____

Investment Description _____

For use by Delivering Institution Delay delivery until (Month day, year) _____

In cash Shares/unit Dollars

Investment Amount _____ Symbol and/or Certificate Number or Policy Number _____

Investment Description _____

For use by Delivering Institution Delay delivery until (Month day, year) _____

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C. Client Direction to Delivering Institution (Continued)

In cash Shares/unit Dollars
 Investment Amount _____
 Symbol and/or Certificate Number or Policy Number _____
 Investment Description _____

For use by Delivering Institution Delay delivery until (Month day, year) _____

D. Client Authorization

I hereby request the transfer of my account and its investments as described above. *Please cancel all open orders (Good till canceled(G.T.C.)/SWF/Pre-authorized cheque(PAC) etc.) for my account(s) on your books. Since I am requesting a transfer in cash, I authorize the liquidation of all or part of my investments. I agree to pay any applicable fees, charges or adjustments (as per disclosure on the reverse).

_____ X _____
 Date (Month day, year) Name of Planholder Signature of Planholder (sign within box)

I have read the disclosure on the reverse and authorize transfer as above.

E. For use by Delivering Institution Only

Tax-Free Savings Account

Retirement Registered Retirement Savings Plan (RRSP) (not locked-in)

Spousal Plan: No Yes If yes, you are required to fill in the following information:

Contributor's Last Name	Contributor's First Name	Initials	Social Insurance Number
_____	_____	_____	_____

Locked in RRSP	Jurisdiction	Type
_____	_____	_____
Locked in: Registered Retirement Income Fund(RRIF)	Jurisdiction	Type
_____	_____	_____

Status of Annuitant:

- Former Pension Plan Member
- Spouse of a Former Pension Plan Member (Locked-in funds received as a death benefit)
- Former Spouse of a Former Pension Plan Member (Locked-in funds received as a division of property on relationship breakdown)

_____ X _____
 Date (Month day, year) Authorized Signature (sign within box)

Transfer Authorization Client Disclosure

In our business we are dedicated to continually improving Client Service. This Client Disclosure and informational document was developed to help you understand the account transfer process. It is important to read this document carefully before signing Section D, called **Client Authorization** on this transfer form. Should you have any questions after reading this document, please be sure to address your inquires with your Personal Banking Representative.

What does it mean to transfer in cash?

In cash means that all your assets which are not currently in liquid form are to be liquidated, sold, redeemed, etc. ("trades") in order that your account can be transferred to (Canadian Imperial Bank of Commerce (CIBC)) in the form of cash. According to industry regulations the trades will be executed at market on a best efforts basis subsequent to the receipt of the transfer form and are subject to normal commission charges. In order to avoid delays, you may place the trades yourself with the Delivering Institution at the time of signing this transfer form.

How long will my transfer take?

The time required to completely transfer your account will for the most part depend on the type of account you are transferring and the type of investment products you currently hold. Please note that assets may not all be transferred at exactly the same time.

Registered Accounts

Generally transfers may take between 12 - 25 business days from the time the Delivering Institution receives this form. However, for transfers of deposit-type plans between banks, the period between when the receiving bank receives complete and accurate documentation from the delivering bank, or from when your guaranteed investment certificates or other instruments mature (whichever is later), and the date when the delivering bank mails a cheque to the receiving bank will normally be 7 business days, or 12 business days during peak times (February 15 – March 31). Please note the following exceptions.

Locked-In Accounts

These plans generally take longer to transfer, as additional documents are required in order for CIBC to administer the account, as set out under the various prevailing Provincial and Federal Legislation. It is **important** to ensure that the account opened at CIBC is opened as **Locked-In**, and under the same Provincial or Federal Legislation as your current account. Failure to do so may cause a delay in the transfer of your account.

Spousal RRSP Accounts (includes common-law or same-sex partners)

These types of plans may take 12 - 25 business days, as long as you ensure that the account opened at CIBC is opened as a **Spousal RRSP Account**. Failure to do so may cause a delay in your transfer.

RRIF account transfers may exceed regulatory time frames as the Delivering Institution is generally required to pay to the client, the full year RRIF Minimum Payment. This must be done before the transfer can be processed. Please ensure that there are sufficient funds in your RRIF account at the Delivering Institution to cover the minimum payment to avoid a delay.

Types of Investment Products

Mutual Funds

On average mutual funds require 5 - 10 business days to transfer from the time the transfer request is received by the Delivering Institution.

Guaranteed Investment Certificates & Term Deposits

Generally, a Guaranteed Investment Certificate (GIC) is not transferable in kind (as is) prior to the maturity date. Most GIC's must be transferred **in cash** upon their maturity. There are some exceptions, please check the terms and conditions with the Institution which currently holds your investment.

Other Investment Products

There are many other investment products which may be non-transferable, non-redeemable or subject to other delays. Some of these products include Mortgages, Foreign Securities, Non-transferable Bonds (minimum denomination requirements).

How much will it cost to transfer my account?

Transfer Fees

Most Institutions charge a Transfer Out fee of which the cost will vary.

Administration Fees

Some Institutions charge Self-Directed Administration Fees of which the cost will vary. It is **important** to ensure that you have sufficient funds available in your account at the Delivering Institution to cover transfer and administration fees, or the Delivering Institution may reject the transfer unprocessed, thus causing a **lengthy delay**.

Rejected Transfers

An account transfer request may be rejected by the Delivering Institution for a number of reasons, such as, insufficient funds to cover fees, locked-in confirmations required, account not in good standing, i.e. under margin, short position(s), etc. If for any reason your transfer has been rejected by the Delivering Institution, it may return the transfer to the Receiving Institution unprocessed. When the rejection has been rectified, the transfer process may begin again and the Delivering Institution may then have 12 - 25 business days, from the date of receipt of the transfer documents to process the transfer.