

Member:**Identifier:****TO BE COMPLETED BY THE MEMBER**

Check the appropriate boxes below.

 Contribution to a registered retirement savings plan (RRSP) in excess of the amount prescribed by law.

• Amount: \$ _____

IMPORTANT:

If your statement of benefits indicates you have an **excess amount**, you can request to have all or part of this amount paid into an RRSP, provided the transfer amount will not exceed your RRSP contribution limit. To proceed with the transfer, please confirm you have the required contribution room by signing below. You can find your RRSP contribution limit on the most recent Notice of Assessment sent to you by the Canada Revenue Agency.

I hereby certify **that the amount I want to transfer to my RRSP does not exceed my RRSP contribution limit**. I understand that the DGPP cannot be held liable for any tax consequences I may suffer should the transfer amount exceed my contribution limit.

Signature of member:
(Handwritten signature only)

Date:

 Taxable payment Direct deposit (please enclose a personalized cheque) \$ _____ Cheque Change of address, if applicable: _____

DEFINITIONS

RRSP (Registered Retirement Savings Plan)

A RRSP is a retirement savings plan that you establish that we register, and to which you or your spouse or common-law partner contribute. Deductible RRSP contributions can be used to reduce your tax.

Any income you earn in the RRSP is usually exempt from tax as long as the funds remain in the plan; you generally have to pay tax when you receive payments from the plan.

Cash Refund

All refunds are subject to tax withholding. The applicable taxes withheld vary according to the amount of the refund as outlined in the following table. The exact amount of taxes payable will be determined when filing your income tax return for the year of the refund.

Amount Refunded	Tax
\$5,000 and less	10%
Over \$5,000 and up to \$15,000	20%
Over \$15,000	30%