



How to make an online contribution

Making lump sum contributions online can be easier and quicker than using paper. It can also put the timing of the money transfer in your control. Online contributions are invested on the same day they're submitted (or on the next business day if submitted after 4 pm or on a non-business day).

Choosing to make additional contributions or top up your plan may be one of the best decisions you can make for your future, and can be quick, easy and secure.

To make your next lump sum contribution online, just sign in to your online member account at **manulife.ca**. Click the “**My Account**” tab then click the “**Make a Lump Sum Contribution**” link. If you have previously listed a bank account for contributions in your member account, the following page will appear:

- Any contributions scheduled for a non-business day will be processed on the next business day.
- Ensure the amount indicated below is available in your bank account on the contribution date. If the contribution amount is not available, your transaction will not be processed, and you will be charged a \$25 non-sufficient funds (NSF) fee.

Step 1 - Provide your lump sum contribution details


Provide us with the details of your one-time, lump sum contribution.

Amount \$ (Amount format: 1234.56)

1

Bank account to debit:

Transit #	Institution #	Account #	Institution name
-----------	---------------	-----------	------------------

All you need to do is fill in the amount you want to contribute , click the “**Next**” button at the bottom of the page, and complete the transaction.

If you have not entered your banking information or want to contribute from a different bank account than the one listed, click the “**My Profile**” tab then click the “**Add/Change Banking Information**” link. You’ll be able to add a new bank account or change an existing account.

