



Your Costco Retirement Savings Program Enrolment Guide 2018



Welcome to your Costco Retirement Savings Program

This guide will provide you with a good understanding of the Costco Retirement Savings Program and will tell you everything you need to know to enroll.

The Costco Retirement Savings Program, which consists of a Pension Plan (RPP) and a Group Registered Retirement Savings Plan (RRSP), is an important and valuable part of your benefits package.

Benefits of Program Participation

1

Costco contributions

Costco automatically makes Basic Contributions to your Pension Plan account and, in addition, when you make Optional Contributions, Costco contributes even more.

- As a new employee, Costco will contribute 3% of your eligible earnings (Basic Contributions) to your Pension Plan account. If you contribute 4% of your earnings (Optional Contributions), Costco will contribute an additional 2%, to make Costco's overall contribution to your Pension Plan for your retirement equal to 5%.
- As you will see, this is just the start. Costco's contributions increase over time and make a significant difference to the value of your retirement savings.

2

Tax advantages

Saving in the Pension Plan and RRSP offered by Costco has tax advantages.

Contributions you make to these plans reduce your taxable income, and your account balance – both the contributions and any investment earnings – is sheltered from tax until you withdraw your savings. More of your money stays invested in your account, growing for your retirement.

3

Convenience

Preparing for retirement is a long-term process, but Costco makes saving for retirement convenient.

The earlier you start, the easier it is to meet your savings goal.

Your retirement savings program

- Offers you the convenience of payroll deductions.
- Ensures the investments offered are managed by leading fund managers and provide options for a range of investor styles and risk tolerances. Furthermore, the investment options are simple, easy to use, and offered with very competitive Investment Management Fees (IMFs).
- Provides information, educational resources and assistance – online and by phone – from Manulife. Contact information is on page 21 of this guide.

If you don't specify how much to contribute from your pay to the Pension Plan, Costco automatically starts your contributions at 6% of your gross earnings.

Your Responsibilities

- ☐ **Review this guide** so you have a good understanding of the benefits provided by your retirement program and can become familiar with the various investment options that are offered.
- ☐ **Keep in mind** that the amount of income available for you upon retirement depends on the total contributions made and the investment returns they earn over the years.
- ☐ **Watch the learning module** at manulife.ca/costco_enroll.
In addition to this guide, an online learning module is available to you. It provides useful information to help you enroll in the program and use the resources available to you.
- ☐ **Enroll** in the program online following the instructions on page 4.
 - You are required to join the Registered Pension Plan (Pension Plan) when eligible. An account is set-up in your name, and contributions made by you and Costco happen automatically and begin immediately.
 - You have the option to join the Group Registered Retirement Savings Plan (RRSP). This plan is offered so that you can make additional, voluntary contributions towards your retirement savings.
- ☐ **Decide how to invest** your contributions.
Make sure your money is working for you. Choose how to invest your contributions or they will be directed to the program's default fund, which may not align with your investor style or give you the investment growth you're looking for. Take the time to make an informed choice – it is an important part of your responsibilities as a participating employee.
- ☐ **Decide how much to contribute.**
If you don't specify how much to contribute from your pay to the Pension Plan, Costco automatically starts your contributions at 6% of your gross earnings.
- ☐ **Seek advice and assistance** from a financial advisor, if you wish.
- ☐ **Make use of the planning tools and support** provided by Manulife and monitor your account on a regular basis.
Be sure to register for online account access and set your Steps Retirement Program® goal.

For additional details about this program, refer to the member booklet available on the Benefits and Retirement page of Costco's intranet site or from your local Payroll Department.

Note: The full provisions of the plan are outlined in the official plan text. If there are any discrepancies between this booklet and the official plan text, the plan text will apply.

For each plan, you must complete and return the Beneficiary Designation Form and the Payroll Deduction Form.

Now, let's get started...

Complete the enrolment process

1 – Visit manulife.ca/gro/enroll and click “Next” at the bottom of the screen.

2 – Enter the policy number and access code shown below:

	Policy Number	Access Code
Pension Plan (mandatory)	88500004	A6904
Group RRSP (voluntary)	58500000	A0803

3 – Consider the type of retirement lifestyle you’d like to have and the annual income you may need to support it.

Use the Steps Retirement Program® (Steps) to create a retirement plan.

Steps is an online, retirement-planning tool that will help you set a personal retirement goal, create a plan to achieve it, and provide you with an estimate of your annual retirement income.

Once you’ve enrolled, you can access Steps by logging in to the secure plan member website at manulife.ca/GRO. Under **Plan for Retirement** click on **Set/Change My Goal**.

4 – When prompted, answer a short series of questions to determine which investments are appropriate for you. Turn to the next page to review your investment options and answer the questions prior to enrolling online.

5 – Enter your personal information – including your beneficiary designation – and your investment selections. When asked for your “member number”, enter your Employee Number.

6 – Sign your Beneficiary Designation form for each plan and send it to your location’s Payroll Department. You can print the pre-filled forms provided during online enrolment, or complete the forms included with this guide.

Take note of two important numbers you’ll receive during enrolment: your 9-digit Customer Number (provided when you’ve finished enrolling) and your Personal Identification Number (PIN). You will then be asked to register an email and password for future access.

Your e-enrolment is now complete! Please turn to page 10, to provide contribution instructions to Costco.



Choose your investments

If you intend to consult a financial planner for advice about selecting funds, you don't need to continue. When you meet with your financial planner, please share this guide.

Answer these three questions to find out what type of investor you are. You can select different investments for your Pension Plan and RRSP.

Determine what type of investor you are

	A		B	
How interested are you in selecting investments for your retirement savings?	I am not interested	<input type="checkbox"/>	I have some interest	<input type="checkbox"/>
How likely are you to monitor and rebalance your investments on an annual basis?	I don't want to review my investments	<input type="checkbox"/>	I review my investments annually	<input type="checkbox"/>
How would you rate your investment knowledge?	I have little to no knowledge about investing	<input type="checkbox"/>	I understand the basics of investing	<input type="checkbox"/>

If you chose two or more responses from...	The best investment strategy for you is...	Turn to page...
Column A	...to select a Retirement Date Fund A Retirement Date Fund offers a sophisticated, well-balanced investment portfolio inside a single fund, with each fund holding a diverse blend of equity and fixed-income investments. Each Retirement Date Fund is identified by its year of maturity, and as the maturity date approaches, the fund gradually rebalances to become more conservative. A professional fund manager monitors and rebalances the portfolio on a regular basis on your behalf.	6
Column B	...to select an Asset Allocation Fund Asset Allocation Funds offer a well-balanced portfolio within a single fund. Each Asset Allocation Fund invests in a diverse range of asset classes, investor styles and fund managers. The mix of underlying funds is designed to match the different comfort levels for risk and expectations for return, from conservative to aggressive. A professional fund manager monitors and rebalances the portfolio on a regular basis on your behalf.	7

If you do not choose how to invest your contributions, they will be directed to the program's default fund, a Manulife Retirement Date Fund selected according to your estimated retirement year (at age 65). If we do not have your date of birth on record, all contributions will be invested by default in the ML Retirement Income Fund (2000), until your date of birth is received.

How to choose a Retirement Date Fund

Decide at what age you want to retire: _____

Calculate the year in which you plan to retire: _____

Use the table below to select the Retirement Date Fund that is best suited to you. Choose a Retirement Date Fund targeted to the year in which you plan to retire, or to the year most closely following that year.

For example: If you plan to retire in 2033, the fund best suited to you is the ML Retirement Date 2035.

As you approach retirement, the Retirement Date Fund you choose will begin to invest in more conservative holdings to protect capital while continuing to provide a measure of opportunity for growth.

Detailed descriptions about the funds listed below, as well as the other funds offered, are available online through the learning module, during enrolment and on the Member Secure Site.

If you plan to retire during the period...	The Retirement Date fund for you is...	Fund code
Before 2021	ML Retirement Date 2020	2020
2021 - 2025	ML Retirement Date 2025	2025
2026 - 2030	ML Retirement Date 2030	2030
2031 - 2035	ML Retirement Date 2035	2035
2036 - 2040	ML Retirement Date 2040	2040
2041 - 2045	ML Retirement Date 2045	2045
2046 - 2050	ML Retirement Date 2050	2050
2051 - 2055	ML Retirement Date 2055	2055
2056 or later	ML Retirement Date 2060	2060

Please note: In the Pension Plan and in the RRSP, the amount contributed is known; however, the amount of income your savings will generate for you in retirement is not known and is not guaranteed.

Turn to the next page to continue learning about additional investment options.

How to choose an Asset Allocation Fund

Determine your investor style

Your age, the number of years before you retire and how you feel about risk are some of the things that will determine your investor style. Discovering your personal investor style will allow you to more easily choose how to invest your money.

To determine your investor style, answer each of the following eight questions. Your total score will correspond with one of five investor styles - conservative, moderate, balanced, growth or aggressive. Completing the quiz is easy. Here's what you need to do:

- Circle one answer for each question
- Write your score (indicated in brackets at the end of each answer) in the box to the right of each question
- Add your scores together to get your total

Investor Strategy Worksheet

Your score

1. What is your investment horizon – when will you need this money?

- a. Within 3 years (0)
- b. 3-5 years (3)
- c. 6-10 years (5)
- d. 11-15 years (8)
- e. 15 + years (10)

2. What is your most important investment goal?

- a. To preserve your money (0)
- b. To see modest growth in your account (4)
- c. To see more significant growth in your account (7)
- d. To earn the highest return possible (10)

3. Please indicate which statement reflects your overall view of managing risk:

- a. I don't like risk and I am not prepared to expose my investments to any market fluctuations in order to earn higher long-term returns. (0)
- b. I am prepared to experience modest short-term market fluctuations in order to generate growth of capital. (2)
- c. I am prepared to experience average short-term market fluctuations in order to achieve a higher long-term return. (4)
- d. I want to maximize my long-term returns and am comfortable with significant short-term market fluctuations. (6)

Your score

4. If you owned an investment that declined by 20% over a short period, what would you do?

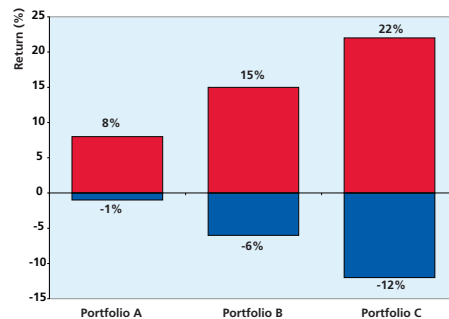
- a. Sell all of the remaining investment (0)
- b. Sell a portion of the remaining investment (2)
- c. Hold the investment and sell nothing (4)
- d. Buy more of the investment (6)

5. If you could increase your chances of improving your investment returns by taking more risk, would you:

- a. Be unlikely to take more risk (0)
- b. Be willing to take a little more risk with some of your portfolio (2)
- c. Be willing to take a lot more risk with some of your portfolio (4)
- d. Be willing to take a lot more risk with your entire portfolio (6)

6. The following picture shows three model portfolios and the highest and lowest returns each is likely to earn in any given year. Which portfolio would you be most likely to hold?

- a. Portfolio A (0)
- b. Portfolio B (3)
- c. Portfolio C (6)



7. After several years of following your retirement plan, you review your progress and determine you are behind schedule and will need to modify your strategy in order to retire at your preferred age. What would you do?

- a. Keep the same investments you currently hold, but increase your contributions as much as possible. (0)
- b. Slightly increase your exposure to riskier investments and slightly increase your contributions. (3)
- c. Move your entire portfolio to riskier investments, hoping to achieve the highest long-term return. (6)

8. Which statement best applies to your approach regarding achieving your retirement income goals on time?

- a. I must achieve my financial goal by my target retirement date. (0)
- b. I would like to come close to achieving my financial goal by my target retirement date. (2)
- c. If I have not reached my financial goal by my target retirement date, I have the flexibility to delay my target retirement date. (4)
- d. I re-evaluate my financial goals and target retirement date regularly and have the flexibility to adjust them to align with the performance of my investments. (6)

Your total score:

Using your score from the Investor Strategy Worksheet, determine your investor style by referring to the table below.

Then, choose an Asset Allocation Fund based on your investor style.

Your investor style	Asset Allocation Fund that best suits your investor style	About your investor style
If your score is between 49 – 56, you're an Aggressive Investor.	Manulife Aggressive Asset Allocation Fund (Fund Code 2005)	You want to maximize the long-term growth of your retirement savings. You understand the ups and downs of the markets and are comfortable taking a lot of risk to maximize potential returns. You have plenty of time to wait out market cycles until you retire.
If your score is between 38 – 48, you're a Growth Investor.	Manulife Growth Asset Allocation Fund (Fund Code 2004)	You want to increase your money and are somewhat comfortable riding the ups and downs of the market in exchange for the possibility of higher returns over the long term. You may have time on your side until you retire.
If your score is between 23 – 37, you're a Balanced Investor.	Manulife Balanced Asset Allocation Fund (Fund Code 2003)	You want a balance between your money's growth and its security, although you will accept some risk to have the potential for higher returns over time.
If your score is between 8 – 22, you're a Moderate Investor.	Manulife Moderate Asset Allocation Fund (Fund Code 2002)	You want your money to grow but are more concerned about protecting it. Retirement may be in your near future, or you may prefer to be cautious with your investments and preserve your money.
If your score is between 0 – 7, you're a Conservative Investor.	Manulife Conservative Asset Allocation Fund (Fund Code 2001)	Protecting your money is your most important concern. You may be approaching retirement, or simply prefer to preserve your money and take a cautious approach to investing.

Although it is intended to help you save for retirement, your Group RRSP savings are more flexible than Pension Plan savings and can be used for other purposes. For example, you may use your Group RRSP savings towards the purchase of a house through the Home Buyers' Plan (HBP) or to further your education through the Lifelong Learning Plan (LLP). If you plan to use money from your RRSP towards either of these things, investing in a shorter-term investment – such as the Canadian Money Market Fund (available only in your Group RRSP) – may be more appropriate.

To learn more about the Home Buyers' Plan or the Lifelong Learning Plan, visit the Canada Revenue Agency website at cra-arc.gc.ca.

Detailed descriptions about the funds listed above, as well as the other funds offered, are available online through the learning module, during enrolment and on the Member Secure Site.

Plan contributions

Costco supports your retirement by making two types of contributions to the Pension Plan.

1. Basic contributions

When you are eligible to join the Pension Plan, Costco will automatically make basic contributions to your account as indicated in the chart on the next page.

2. Matching contributions

To help you save more for your retirement, Costco encourages you to make contributions to the Pension Plan. Costco will match 50% of the Optional Contributions you make, up to the maximums indicated in the chart.

When you join the Pension Plan, 6% of your gross earnings will be deducted from each pay and deposited to your pension plan account, unless you specify a different amount.

Provide your deduction instructions by completing a Payroll Deduction Authorization Form for the Pension Plan, which can be found on page 13.

Payroll deduction amounts will only change if you provide specific instructions.

Additional Payroll Deduction Authorization Forms are available from your Payroll Department.



Tell Costco how much to deduct from your pay and contribute to each plan

The chart below shows how contributions are allocated into the Pension Plan and the RRSP. All of the percentages shown represent an amount based on your individual gross earnings.

Completed years of continuous service	Pension Plan			RRSP
	Costco's Basic Contributions	Your Employee Optional Contributions	Costco Matching Contributions	Employee (voluntary) Contributions
	% of your eligible earnings	Maximum Employee Optional Contributions that will be matched by Costco Wholesale	50% of the Maximum Employee Optional Contributions	
Less than 4 years	3%	4% of eligible earnings	2%	Employees can contribute any amount up to the Canada Revenue Agency (CRA) annual maximum. Costco does not contribute to the RRSP.
4 years or more and less than 10 years	4%	4% of eligible earnings	2%	
10 years or more and less than 15 years	5%	4% of eligible earnings	2%	
15 years or more and less than 20 years	6%	5% of eligible earnings	2.5%	
20 years or more and less than 25 years	6%	6% of eligible earnings	3%	
25 years or more	7%	6% of eligible earnings	3%	

*Please note, unless you provide alternate instructions, 6% of your gross earnings will be deducted each pay and deposited into your Optional Pension Plan account.

Detach and complete the **Pension Plan Deduction Authorization Form** on page 13, and the the **Registered Retirement Savings Plan Deduction Authorization Form** on page 15, to tell Costco the contribution amounts you would like deducted from your pay.

Turn the page to see how Costco can help you reach your retirement savings goal.

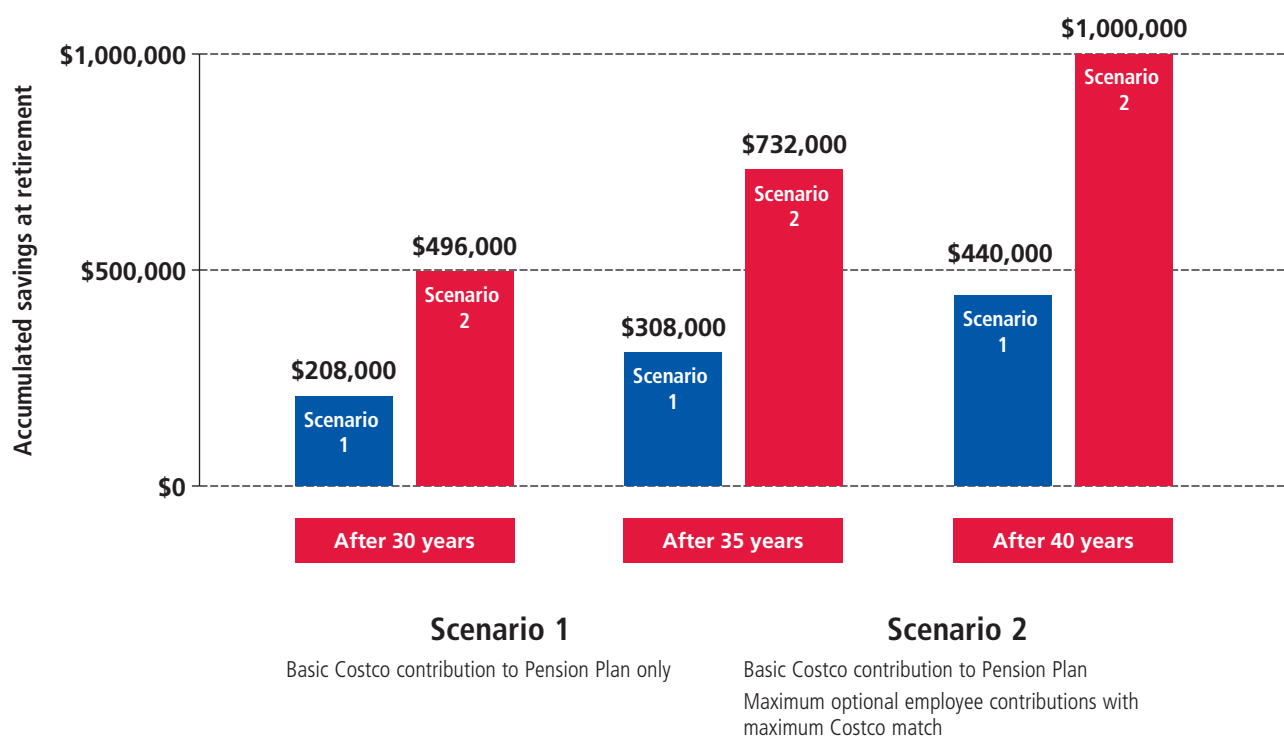
Getting the most from Costco's program

You will benefit more from Costco's Retirement Savings Program if you start early and maximize Costco's matching contributions. Here are some examples of how an employee's retirement savings in the program could grow throughout a career of 30, 35 and 40 years of continuous service with Costco, based on various levels of employee contribution.

Meet Christine

Christine is a Costco employee hired in January 2016. She will work part-time for the first four years and then move to full-time.

Here's how Christine's retirement savings could grow with different levels of participation



Note: Projections shown are for illustration purposes only. Actual accumulated savings at time of retirement will vary based on contribution levels, investment choices and actual rates of return.

Scenarios assume a net rate of return of 5.5% and do not represent any form of guarantee.

Return your forms

Return all completed forms to your location's Payroll Department in the enclosed envelope.



Pension Plan Deduction Authorization Form

There are two components to the Costco Pension Plan to which you can contribute:

- 1- The Optional Pension Plan, based on years of service and matched by Costco
- 2- The Voluntary Pension Plan, which does not attract a Costco match

All you need to do is indicate the % of your earnings that you wish to contribute; Costco will allocate the funds accordingly.

For example, if you have 7 years of service and contribute 6% of your earnings, Costco will allocate your funds as follows:

4% to your Optional Pension Plan (will attract a Costco match of 2%)
2% to your Voluntary Pension Plan

Completed Years of Continuous Service (as defined under the Pension Plan)	Costco's Basic Contributions	Maximum Employee Optional Contributions (Percentage of earnings as defined under the Pension Plan)	Maximum Costco Matching Contributions (50% of the Maximum Employee Optional Contributions)
< 4 years	3%	4%	2%
>= 4 years and < 10 years	4%	4%	2%
>= 10 years and < 15 years	5%	4%	2%
>= 15 years and < 20 years	6%	5%	2.5%
>= 20 years and < 25 years	6%	6%	3%
>= 25 years	7%	6%	3%

Note: You can contribute more than the amounts that Costco matches, as shown in the above chart; however you will not receive additional matching contributions from Costco. Total contributions in this plan can not exceed the limits set by the Income Tax Act of Canada.

% of earnings that I want to contribute to the Pension Plan

<input type="checkbox"/> 8%	<input type="checkbox"/> 5%	<input type="checkbox"/> 2%
<input type="checkbox"/> 7%	<input type="checkbox"/> 4%	<input type="checkbox"/> 1%
<input type="checkbox"/> 6%	<input type="checkbox"/> 3%	<input type="checkbox"/> 0%

Pay period effective date: _____

Employee signature

Date

First and Last name (Print)

Location

Please return this form to the payroll clerk at your location



Registered Retirement Savings Plan Deduction Authorization Form

Your Costco Group Registered Retirement Savings Plan (RRSP) is a savings vehicle that works the same way as a regular individual RRSP that you open with your bank. Your contributions are tax-deductible and your investment earnings are not taxed while the money remains in your account.

The total amount that you can contribute to all your RRSPs (individual and Costco's **Group RRSP**) in any given year cannot exceed the maximum RRSP contribution amount set out on your "Notice of Assessment" from the Canada Revenue Agency for the previous calendar year. You can carry forward unused contribution room.

You are responsible for monitoring contributions you make to your RRSPs to ensure you do not exceed the maximum RRSP contribution set out on your Notice of Assessment. Please contact Manulife at 1-800-387-1340 or the Canada Revenue Agency for more information.

You may contribute any amount through payroll deductions, subject to a minimum contribution of \$10 per pay.

Bi-weekly deduction

I want to contribute \$_____per pay period to my RRSP

Pay period effective date: _____

Lump sum / one-time deduction

I want to contribute a one-time deduction of \$_____

Pay period effective date: _____

Employee signature

Date

First and Last name (Print)

Location

Please return this form to the payroll clerk at your location

Pension Plan Beneficiary Designation Form

Send your completed form to:

Manulife
Attn: GRS Client Services
PO BOX 396
WATERLOO, ON N2J 4A9

Please print clearly in the blank boxes.

Changes take effect on the date Manulife head office receives this form.

Your policy and member information

Member number (your Employee number)	Plan Sponsor/Employer Costco Wholesale	Policy number 88500004
Last name of member	First name	Initial

A **revocable** beneficiary can be changed at anytime.

An **irrevocable** beneficiary can only be changed with written consent from that beneficiary. You will also need your beneficiary's consent to withdraw or transfer money from your account. A parent or guardian cannot provide consent on behalf of a minor who has been named as irrevocable beneficiary.

If you want to name more than two beneficiaries, attach a separate page with the names and the percentage of proceeds for each beneficiary.

If you die while your beneficiary is still a minor, the trustee you name on this form will act on the child's behalf.

A copy, fax, scan or image of the beneficiary designation is as valid as the original.

Name your beneficiary (beneficiaries)

If you do not name a beneficiary and you do not have a spouse at the date of your death, proceeds will be paid to your estate.

☐ Check here if you have attached a separate page listing your beneficiaries. Please sign and date.

Name	Relationship	Percentage of proceeds
The above beneficiary designations are considered revocable unless you write "irrevocable" in the chart above.		100%

For Quebec only:

The designation of a spouse as a beneficiary is deemed to be irrevocable unless specified here: ☐ Revocable

Trustee for a minor beneficiary named above (not applicable in Quebec)

Any payment to a beneficiary who is a minor will be paid in trust to the trustee named below.

In Quebec, the proceeds will be paid in trust to the minor child's tutor.

Trustee name	Relationship of trustee to minor beneficiary
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Please sign here

By signing, I authorize the above beneficiary designation or change of my beneficiary designation.

Member's signature	Date signed (dd/mm/yyyy)
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If you are changing your beneficiary designation and the previous beneficiary was designated irrevocable, you must have the applicable irrevocable beneficiary complete the below:

As current irrevocable beneficiary, I hereby consent to the change in beneficiary indicated above.

Irrevocable beneficiary's signature	Date signed (dd/mm/yyyy)
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RSP Beneficiary Designation Form

Send your completed form to:

Manulife

Attn: GRS Client Services

PO BOX 396

WATERLOO, ON N2J 4A9

Please print clearly in the blank boxes.

Changes take effect on the date Manulife head office receives this form.

Your policy and member information

Member number (your Employee number)	Plan Sponsor/Employer Costco Wholesale	Policy number 58500000
Last name of member	First name	Initial

A **revocable** beneficiary can be changed at anytime.

An **irrevocable** beneficiary can only be changed with written consent from that beneficiary. You will also need your beneficiary's consent to withdraw or transfer money from your account. A parent or guardian cannot provide consent on behalf of a minor who has been named as irrevocable beneficiary.

If you have locked-in money in your RSP and you have a spouse on the date of your death, the law may require any death benefit be paid to your spouse, regardless of other beneficiaries you've named.

If you want to name more than two beneficiaries, attach a separate page with the names and the percentage of proceeds for each beneficiary.

If you die while your beneficiary is still a minor, the trustee you name on this form will act on the child's behalf.

A copy, fax, scan or image of the beneficiary designation is as valid as the original

Name your beneficiary (beneficiaries)

☐ Check here if you have attached a separate page listing your beneficiaries. Please sign and date.

Name	Relationship	Percentage of proceeds
		100%

The above beneficiary designations are considered revocable unless you write "irrevocable" in the chart above.

For Quebec only:

The designation of a spouse as a beneficiary is deemed to be irrevocable unless specified here: ☐ Revocable

Trustee for a minor beneficiary named above (not applicable in Quebec)

Any payment to a beneficiary who is a minor will be paid in trust to the trustee named below.

In Quebec, the proceeds will be paid in trust to the minor child's tutor.

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Please sign here

By signing, I authorize the above beneficiary designation or change of my beneficiary designation.

Member's signature	Date signed (dd/mm/yyyy)
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If you are changing your beneficiary designation and the previous beneficiary was designated irrevocable, you must have the applicable irrevocable beneficiary complete the below:

As current irrevocable beneficiary, I hereby consent to the change in beneficiary indicated above.

Irrevocable beneficiary's signature	Date signed (dd/mm/yyyy)
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Support for you... at every step

Manulife offers different ways to help you monitor and manage your Costco Retirement Savings Program account.

1. Secure access to account information... 24 hours a day, 7 days a week.

Visit manulife.ca/GRO

- Set a retirement goal and track your progress using the Steps Retirement Program®
 - Check your account balance and view a summary of contributions
 - Transfer money between investments*
 - Get current unit values
 - View your personal rates of return for each individual investment and for your overall program
 - Get detailed investment information, such as fund profiles, retirement planning tools, and much more
- * *You can transfer your savings between funds, using the secure website, free of charge. If you make transfers using paper forms, you can make four free transfers during each calendar year. After that, a \$25 fee will be applied each time you make an additional transfer.*

You'll need the email address and password you registered to access your account.

2. Easily contact Manulife by phone or e-mail.

Have your Customer Number and PIN ready, and call Manulife's toll-free Customer Service Centre at **1-800-387-1340**

- Bilingual customer service representatives are available to answer account inquiries from Monday to Friday, 8 a.m. to 8 p.m. ET
- Financial Education Specialists are available to provide information about investments and retirement planning from Monday to Friday, 9 a.m. to 5 p.m. ET

You can also send your inquiry by e-mail to gromail@manulife.com

Rates of return overview

The investments offered through the program are listed in the following chart along with their Investment Management Fees (IMFs) and historical returns.

IMFs are collected by Manulife to cover the costs associated with investment management and administrative expenses.

Performance histories are shown for illustrative purposes; they are not a guarantee of future performance.

Gross rates of return (%) as of August 31, 2017. Gross rates of return reflect performance before fees are deducted. The investment management fees (IMFs) you pay appear on the secure member website at www.manulife.ca/GRO.

Fund Code	Fund name	IMF ²	Year to date ³	ANNUALIZED RETURN							ANNUAL RETURN ¹				
				1 Year	2 Year	3 Year	4 Year	5 Year	10 Year	2017	2016	2015	2014	2013	
TARGET DATE - MANULIFE															
2000	Manulife Retirement Income Fund	0.370	3.5	3.6	5.2	5.6	7.4	7.2	n/a	3.6	6.8	6.4	13.0	6.5	
	Manulife Retirement Income - Custom Benchmark ⁴		2.5	2.0	4.2	5.0	7.0	6.6	5.3	2.0	6.6	6.5	13.2	5.2	
2020	Manulife Retirement Date 2020 Fund	0.370	3.8	4.2	5.7	5.9	8.1	8.3	5.0	4.2	7.2	6.2	15.2	9.2	
	Manulife Retirement Date 2020 - Custom Benchmark ⁴		2.7	2.7	4.6	5.2	7.5	7.5	4.9	2.7	6.6	6.2	15.0	7.1	
2025	Manulife Retirement Date 2025 Fund	0.370	4.1	5.3	6.4	6.3	9.0	9.5	5.1	5.3	7.5	6.1	17.3	11.6	
	Manulife Retirement Date 2025 - Custom Benchmark ⁴		2.9	3.9	5.3	5.5	8.3	8.5	4.8	3.9	6.7	6.0	17.2	9.3	
2030	Manulife Retirement Date 2030 Fund	0.370	4.5	6.6	7.2	6.8	9.9	10.7	5.3	6.6	7.7	6.0	19.7	14.0	
	Manulife Retirement Date 2030 - Custom Benchmark ⁴		3.3	5.4	6.1	5.9	9.2	9.6	5.0	5.4	6.8	5.7	19.4	11.4	
2035	Manulife Retirement Date 2035 Fund	0.370	4.9	7.7	7.7	7.1	10.5	11.4	5.5	7.7	7.8	5.9	21.1	15.4	
	Manulife Retirement Date 2035 - Custom Benchmark ⁴		3.6	6.8	6.8	6.3	9.8	10.3	5.2	6.8	6.8	5.4	20.9	12.6	
2040	Manulife Retirement Date 2040 Fund	0.370	5.0	8.2	8.0	7.3	10.7	11.7	5.6	8.2	7.8	5.8	21.8	15.9	
	Manulife Retirement Date 2040 - Custom Benchmark ⁴		3.8	7.4	7.1	6.5	10.0	10.7	5.2	7.4	6.8	5.2	21.5	13.2	
2045	Manulife Retirement Date 2045 Fund	0.370	5.1	8.4	8.1	7.3	10.8	11.9	5.6	8.4	7.8	5.7	22.1	16.2	
	Manulife Retirement Date 2045 - Custom Benchmark ⁴		3.9	7.7	7.2	6.5	10.2	10.8	5.3	7.7	6.8	5.1	21.8	13.4	
2050	Manulife Retirement Date 2050 Fund	0.370	5.1	8.5	8.1	7.3	10.9	12.0	5.6	8.5	7.8	5.8	22.3	16.4	
	Manulife Retirement Date 2050 - Custom Benchmark ⁴		3.9	7.8	7.3	6.5	10.2	10.9	5.2	7.8	6.8	5.1	22.0	13.6	
2055	Manulife Retirement Date 2055 Fund	0.370	5.2	8.6	8.2	n/a	n/a	n/a	n/a	8.6	7.8	n/a	n/a	n/a	
	Manulife Retirement Date 2055 - Custom Benchmark ⁴		4.0	8.0	7.4	n/a	n/a	n/a	n/a	8.0	6.8	n/a	n/a	n/a	
2060	Manulife Retirement Date 2060 Fund	0.370	5.1	8.6	n/a	n/a	n/a	n/a	n/a	8.6	n/a	n/a	n/a	n/a	
	Manulife Retirement Date 2060 Fund Benchmark ⁴		4.0	8.1	n/a	n/a	n/a	n/a	n/a	8.1	n/a	n/a	n/a	n/a	
ASSET ALLOCATION															
2001	Manulife Conservative Asset Allocation Fund	0.370	3.0	2.1	4.2	4.9	6.3	5.8	5.2	2.1	6.4	6.3	10.6	4.0	
	Manulife Conservative Asset Allocation - Custom Benchmark ⁴		2.1	0.3	3.3	4.4	5.7	5.1	4.9	0.3	6.4	6.7	9.6	2.5	
2002	Manulife Moderate Asset Allocation Fund	0.370	3.7	4.1	5.4	5.7	7.7	7.7	5.5	4.1	6.8	6.3	13.8	7.7	
	Manulife Moderate Asset Allocation - Custom Benchmark ⁴		2.6	2.5	4.5	5.1	7.2	6.9	5.5	2.5	6.6	6.4	13.6	5.6	
2003	Manulife Balanced Asset Allocation Fund	0.370	4.4	6.1	6.6	6.5	9.1	9.6	5.9	6.1	7.2	6.1	17.4	11.5	
	Manulife Balanced Asset Allocation - Custom Benchmark ⁴		3.1	4.7	5.7	5.8	8.5	8.6	5.6	4.7	6.8	6.0	17.1	9.0	
2004	Manulife Growth Asset Allocation Fund	0.370	5.0	8.0	7.8	7.1	10.5	11.4	5.6	8.0	7.6	5.8	21.1	15.4	
	Manulife Growth Asset Allocation - Custom Benchmark ⁴		3.6	7.0	6.9	6.4	9.8	10.4	5.6	7.0	6.8	5.3	20.9	12.6	
2005	Manulife Aggressive Asset Allocation Fund	0.370	5.5	9.8	8.9	7.6	11.6	13.0	5.6	9.8	7.9	5.0	24.6	18.7	
	Manulife Aggressive Asset Allocation - Custom Benchmark ⁴		4.4	9.8	8.2	6.9	11.1	12.1	5.6	9.8	6.7	4.1	25.0	16.2	
MONEY MARKET															
3132	Manulife Canadian Money Market Fund (MAM) ⁵	0.370	0.7	1.0	0.9	1.0	1.1	1.1	1.6	1.0	0.9	1.2	1.3	1.3	
	FTSE TMX Canada 91 Day Treasury Bill Index		0.3	0.5	0.5	0.6	0.7	0.8	1.1	0.5	0.4	0.8	0.9	1.1	

1 An annual return is the return of an investment over a 12 month period. As an example: a one year annual return as at June 30, 2012 would be from July 1, 2011 to June 30, 2012.

2 The Investment Management Fees (IMFs) shown incorporate costs related to investment management services, record-keeping, administration and segregated fund operating expenses, and may include underlying fund operating expenses. Applicable taxes are not included in the IMFs.

3 Year to date (YTD) rates of return are not annualized.

4 Refer to the fund page for details on how the benchmark is comprised.

5 The fund 3132 Manulife Canadian Money Market (MAM) is only available in the RRSP policy.

Manulife Return: These numbers represent the gross rates of return of the Manulife fund. Past performance is no guarantee of future results.

Additional Historical Information: In order to provide further historical information, we have included the returns of the underlying fund. If "n/a" appears, it means there is no rates of return information available for that time period. For Multi-Manager funds, simulated historical fund returns have been calculated using the underlying component funds' historical returns and target weights. The simulated portfolio was re-balanced on a monthly basis, while the actual fund is re-balanced using cash flows on a daily basis, which will result slight deviations from a true representation of simulated historical returns.

For the latest fund information, log into your account at manulife.ca/GRO and click on **My Investments**.

The personal information statement

Your consent to use your personal information

By signing this Application form, you give your consent for us to obtain, verify, and share your personal information, as set out below, in administering your account, now and in the future, with the plan sponsor, the plan administrator, the plan advisor and its employees and other parties in the performance of their duties for us.

You authorize us to use your Social Insurance Number (SIN) if applicable, to uniquely identify you during the administration of your account.

How we will maintain and use your personal information

You agree that we may use the personal information that we collect to:

- comply with legal and regulatory requirements,
 - confirm your identity and the accuracy of the information you've provided,
 - conduct searches to locate you and update your member information,
 - administer this plan while you actively work for your employer, and after you no longer work with your employer,
 - administer any other products and service that we provide to you, and
 - determine your eligibility for, and provide you with details of, other select financial products or services that may be of interest to you that are offered by us, our affiliates or other select financial product providers.
-

Who may access your personal information

The following individuals may have access to your personal information:

- our employees and representatives who require this information to do their jobs,
- the plan advisor, including its employees, appointed by your Plan Sponsor to provide ongoing benefit counselling or plan administrative services,
- people to whom you have granted access,
- people who are legally authorized to view your personal information, and
- service providers who require this information to do their jobs.

This may include data processing, programming, printing, mailing, distribution, research and marketing or administration and investigation services.

Asking us not to use your personal information

You may withdraw your consent for us to use your SIN for non-tax administration purposes. You may also withdraw your consent for us to use your personal information to provide you with other product or service offerings, except those that are mailed with your statements.

If you wish to withdraw your consent for us to collect, use, retain or share your personal information, you may contact us by phoning our customer service centre at **1-800-387-1340** or by writing to the Privacy Officer at the address below.

How long we can keep your personal information

You authorize us to keep your personal information for the longer of:

- the time period required by law and by guidelines set for the financial services industry, and
- the time period required to administer the products and services we provide.

The information we collect with your consent will be protected and maintained in your Manulife plan member file.

The personal information that we must have

You may not withdraw your consent for us to collect, use, retain or share personal information that we need to issue or administer your account unless federal or provincial laws give you this right. If you do so, we may no longer be able to properly administer your account and this is what could happen:

- benefits will not be payable as provided under the plan,
 - we may treat your withdrawal of consent as a request to terminate your contract, and
 - your rights, and the rights of your beneficiary or estate under the plan may be limited.
-

Recording your customer service calls to us

We may record your customer service calls to us for the following reasons:

- quality service controls,
- information verification, and
- training.

If you do not wish to have your calls recorded, you must communicate with us in writing to Group Retirement Solutions, 25 Water Street South, Kitchener, ON N2G 4Y5, and request that any response by us also be in writing.

Questions, updates and requests for additional information

If you have a request, a concern, or wish to receive more information about our privacy policies, or if you wish to review your personal information in our files or correct any inaccuracies, you may contact us by sending a written request to: Privacy Officer, Group Retirement Solutions, 25 Water Street South, Kitchener ON N2G 4Y5.

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