



You can use this form to record a direct transfer. Please print, and tick the boxes that apply to you. For instructions and definitions, see the back of this form. Legislative references on this form are to the *Income Tax Act*

**Area I – Annuitant**

Last name		First name and initials		Social insurance number	
Address				Telephone	
<b>Part A – Transfer from an RRSP, RRIF, or an SPP</b>					
<input type="checkbox"/> I am the annuitant under the RRSP.		_____ Individual plan number and name			
<input type="checkbox"/> I am the annuitant under the RRIF.		_____ Individual plan number and name			
<input type="checkbox"/> I am a member of the SPP.		_____ Individual plan number and name			
Name of RRSP issuer, RRIF carrier or SPP Administrator			Address		
<b>Part B – Description of amount to be transferred</b>					
Please transfer <input type="checkbox"/> all of the property, <input type="checkbox"/> the lump sum of \$ _____, or <input type="checkbox"/> _____ payments of \$ _____, <input type="checkbox"/> which represents all or part of the property of my unmatured RRSP or account under the SPP identified in Part A, <input type="checkbox"/> in cash or <input type="checkbox"/> in kind.					
<input type="checkbox"/> Except for enough property to pay me the minimum amount this year, please transfer all <input type="checkbox"/> of the property or <input type="checkbox"/> the lump sum of \$ _____, which represents part of the property of my RRIF identified in Part A, <input type="checkbox"/> in cash or <input type="checkbox"/> in kind.					
<b>Part C – Identifying the RRSP, RRIF, RPP, SPP, or annuity to which the funds are being transferred</b>					
<input type="checkbox"/> Please transfer the above-mentioned RRSP or SPP property to my RRSP:		_____ Individual plan number and name			
<input type="checkbox"/> Please transfer the above-mentioned RRSP, RRIF or SPP property to my RRIF:		_____ Individual fund or plan number and name			
<input type="checkbox"/> Please ensure that the transfer of the above-mentioned RRSP property is credited to my account as a member of the SPP:		_____ Individual plan number and name			
<input type="checkbox"/> Please ensure that the transfer of the above-mentioned RRSP or RRIF property is credited to my account as a member of the RPP:		_____ CRA registration number and name			
<input type="checkbox"/> Please ensure that the transfer of the above-mentioned SPP property is credited to my RRSP, RRIF, or annuity:		_____ Individual fund or plan number and name			
Name of RRSP or annuity issuer, RPP or SPP administrator, or RRIF carrier			Address		
Annuitant's signature		Year    Month    Day		or <input type="checkbox"/> See letter attached.	

**Area II – Transferee**

1. We agree to the above request for a direct transfer of property. When we receive the property, we will credit it to the annuitant or member under the plan or fund identified in Part C of Area I. If the plan or fund is an RRSP or a RRIF that conforms to a specimen plan or fund, it will conform with the specimen identified as:		We will check the plan or fund identification in Part C of Area I, and add or correct information as necessary.	
_____ Specimen plan or fund number and name			
2. The plan or fund is registered under the <i>Income Tax Act</i> or, if the plan or fund is not registered, we will apply for such registration according to Information Circulars IC72-22 and IC78-18.			
Transferee's name			
Authorized person's signature		Year    Month    Day	

**Area III – Transferor (Do not issue a T4RSP, T4RIF, or T4A slip for the amount transferred.)**

1. We have transferred \$ _____ from the RRSP, RRIF, or SPP identified in Part A of Area I to the transferee named in Part C of Area I. If RRIF property is transferred to another RRIF or an RPP, we have paid or will pay the annuitant the minimum amount for the year.			
2. Is the transfer from a qualifying RRIF as defined on the back of this form?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply.	
3. Has the annuitant's spouse or common-law partner ever contributed amounts to the RRSP or SPP?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply.	
4. Does the RRIF include amounts transferred from an RRSP or SPP to which the annuitant's spouse or common-law partner has contributed?		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Does not apply.	
<b>Spouse or common-law partner</b>		Social insurance number	
Last name		First name and initials	
5. The transferee has to continue to administer \$ _____ as a locked-in amount, as required by the <i>Pension Benefits Standards Act</i> or a provincial act (specify the act) _____ . For some provinces, you can transfer pension funds and locked-in RRSP funds to a locked-in RRIF. <input type="checkbox"/> Does not apply.			
I certify that the information given on this form is correct and complete.			
Transferor's name			
Authorized person's signature		Year    Month    Day	

**Area IV – Receipt by transferee (Do not issue a receipt for the amount transferred.)**

We have received \$ _____ for transfer and administration according to Area I and, if applicable, Area III.			
Transferee's name			
Authorized person's signature		Year    Month    Day	

# Instructions

## Who can use this form?

### Carrier of a RRIF

You can use this form to record a direct transfer, under paragraph 146.3(2)(e), of all or part of the property of the fund to the carrier of another RRIF that has the same annuitant. You can also use this form to record a direct transfer of all or part of an excess amount from a RRIF to another RRIF that has the same annuitant. You can also record a direct transfer under subsection 146.3(14.1) from an annuitant's RRIF to a money purchase provision of an RPP for which the annuitant was a member before the transfer.

### Issuer of an unmatrued RRSP

You can use this form to record a direct transfer, under paragraph 146(16)(a), of all or part of the property of the plan to:

- the issuer of another RRSP having the same annuitant;
- the carrier of a RRIF having the same annuitant;
- the administrator of a RPP, for credit to the account of the annuitant as a member under that plan; or
- the administrator of a SPP, for credit to the account of the annuitant as a member under the plan.

### Note

You do not have to use this form. If, as the transferor, you provide the transferee with the information needed to correctly complete the transfer (for example, funds are from a locked-in plan, funds are from a spousal or common-law partner plan, or funds are from a qualifying RRIF) you can use the method of documentation of your choice.

**Do not use** this form for:

- a direct transfer of a full or partial commutation of an RRSP annuity to another RRSP, or to an SPP or RRIF (use Form T2030, *Direct Transfer Under Subparagraph 60(j)(v)*, instead);
- a direct transfer of an excess amount from a RRIF to an RRSP or SPP (use Form T2030 instead); or
- a direct transfer from an RRSP, SPP or RRIF because of the breakdown of a marriage or common-law relationship (use Form T2220, *Transfer from an RRSP, RRIF, or SPP to Another RRSP, RRIF, or SPP on Breakdown of Marriage or Common-Law Partnership*, instead).

## Who completes this form?

### Area I

The annuitant asking for the transfer completes and signs Area I. Four copies of the form have to be given to the RRSP issuer, RRIF carrier, SPP or RPP administrator to which the property is to be transferred (the transferee). In place of a signature, the transferee who completes Area I for the annuitant can attach a copy of a signed letter from the annuitant asking for the direct transfer.

### Area II

The transferee completes and signs Area II. The transferee sends all copies to the RRSP issuer, RRIF carrier or SPP administrator from which the property is to be transferred (the transferor).

### Area III

The transferor completes and signs Area III. The transferor keeps one copy, and sends the remaining three copies to the transferee, along with the property being transferred.

### Area IV

The transferee completes and signs Area IV of all copies. The transferee keeps one copy, returns one to the transferor, and gives the last one to the annuitant.

## Reporting requirements

A direct transfer under subsection 146.3(14.1) or 146(21) or paragraphs 146(16)(a) or 146.3(2)(e) does not cause the amount transferred to become income of the annuitant. So, the transferor should not report the amount transferred on a T4RSP, T4RIF, or T4A slip. Similarly, the transferee should not issue an official receipt, since the annuitant cannot deduct the amount transferred.

## Other requirements

A RRIF carrier that makes a direct transfer under subsection 146.3(14.1) or 146(21) or paragraph 146.3(2)(e) has to pay the annuitant the minimum amount for the year.

In all cases, the transferor should not withhold income tax from the amount directly transferred under subsection 146.3(14.1) or 146(21) or paragraphs 146(16)(a) or 146.3(2)(e).

## Definitions

**Acronyms** – the following is a list of the acronyms we use:

**RPP** – registered pension plan

**RRIF** – registered retirement income fund

**RRSP** – registered retirement savings plan

**SPP** – specified pension plan (currently the Saskatchewan pension plan is the only arrangement prescribed under the Income tax regulations to be a specified pension plan.)

**Annuitant** – the person who is entitled to receive payments from an RRSP or a RRIF.

**Individual plan number or individual fund number** – the individual account, contract, certificate, or other identifier number that the RRSP issuer or RRIF carrier assigns.

**Member** – the person who is entitled to receive payments from an RPP or a SPP.

**Qualifying RRIF** – a RRIF established before 1993, that has no property transferred or contributed to it after 1992, or any RRIF established after 1992, that contains only property transferred from a qualifying RRIF.

**RPP administrator** – the person or organization that is responsible for administering the RPP.

**RRIF carrier** – a person described in subsection 146.3(1), with whom an annuitant has an arrangement that is a RRIF.

**RRSP issuer** – a person described in subsection 146(1), with whom an annuitant has a contract or arrangement that is an RRSP.

**SPP administrator** – the person or organization that is responsible for administering the SPP.