



# RBC Direct Investing Inc.

## TRANSFER AUTHORIZATION - NON-REGISTERED ACCOUNTS

This form can be used to transfer from one Investment Account into another Investment Account.

### CLIENT INFORMATION

Mr.  Mrs.  Miss  Ms.  Dr.

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ APT. \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

HOME NUMBER (HOME) \_\_\_\_\_ BUSINESS/DAY \_\_\_\_\_ EXTENSION \_\_\_\_\_

SOCIAL INSURANCE NUMBER \_\_\_\_\_

### RECEIVING INSTITUTION

RBC Direct Investing Inc.  
INSTITUTION NAME

Account Transfers Department  
CONTACT NAME

Royal Bank Plaza, 200 Bay Street, North Tower, P.O. Box 75  
ADDRESS

Toronto Ontario M5J 2Z5  
CITY PROVINCE POSTAL CODE

1-800-769-2560 1-888-722-2388  
PHONE NUMBER FAX NUMBER

#### PLEASE CREDIT MY ACCOUNT:

NUMBER \_\_\_\_\_

DEALER # 9190, FINS # T002, DTC # 5002, CUID # DOMA, EUROCLEAR # 90065

### CLIENT DIRECTION TO DELIVERING INSTITUTION

DELIVERING INSTITUTION NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

GROUP PLAN NUMBER (IF APPLICABLE) \_\_\_\_\_ CLIENT ACCOUNT/POLICY NUMBER \_\_\_\_\_

#### TRANSFER (check one box only):

All in kind (no assets to be liquidated)  All in cash (All assets will be liquidated)  All assets, but mixed - cash and in kind. (Please list below which are to be liquidated and which are to be transferred in kind.)  Partial† Please provide investment details below

† Please refer to statement in bold in Client Authorization Section below.

IN KIND	IN CASH	INVESTMENT AMOUNT	INVESTMENT DESCRIPTION	SYMBOL AND/OR CERTIFICATE NUMBER OR POLICY NUMBER
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

If there is insufficient space to list all securities, please attach additional details.

### CLIENT AUTHORIZATION

I hereby request the transfer of my account and its assets as described above. <sup>†</sup>WHERE I HAVE REQUESTED A TRANSFER IN CASH, I AUTHORIZE THE LIQUIDATION OF ALL OR PART OF MY INVESTMENTS AND AGREE TO PAY APPLICABLE FEES, CHARGES OR ADJUSTMENTS.  Additional details attached

PLEASE CANCEL ALL OPEN ORDERS (G.T.C) FOR MY ACCOUNT(S) ON YOUR BOOKS.

CLIENT SIGNATURE \_\_\_\_\_

DATE (DD/MM/YYYY) \_\_\_\_\_

**Use this form to transfer your non-registered account from another financial institution to RBC Direct Investing™.**

**NEED ASSISTANCE? Just call 1 800 769-2560 and speak to a customer service representative.**

Four ways to ensure your transfer is a smooth one:

- 1) If possible, attach a copy of your most recent statement. This will speed up the transfer process by allowing us to verify if the transfer is complete.
- 2) If you have not received your RBC Direct Investing account number, complete as much of the transfer form as possible, and RBC Direct Investing will fill in your new account number.
- 3) Please note that the financial institution you are transferring from may levy a "transfer fee" on your account. Prompt settlement of this fee will help ensure that there are no delays in the transfer.
- 4) Some Guaranteed Investment Certificates are not transferable until maturity. Please check with the purchasing institution for eligibility.

#### **A note on Transfers**

- All the security positions will be transferred from the Delivering Institution "in-kind" (intact) to RBC Direct Investing unless otherwise stipulated.
- While most transfers are processed over a two to four week period, note that depending on the Delivering Institution, time of year, etc., the transfer process can take longer.