The University of Manitoba Pension Plan (1993)
Application for Membership

Complete this form to enroll in The University of Manitoba Pension Plan (1993) (the Plan)

A | Personal Information

_____
Last Name

_____
First Name(s)

_____
Employee Number

_____
Date of Birth (day/month/year)

Declaration of spouse or common-law partner. **Please read the definition of spouse/ common-law partner in section D.**

I do not have a spouse or common-law partner   I have a spouse   I have a common-law partner

Your spouse or common-law partner is automatically entitled to death benefits under the Plan unless they choose to waive their entitlement. **Please read Pre-Retirement Death Benefit in section D.**

_____
Spouse / Common-law Partner Last Name

_____
Spouse / Common-law Partner First Name(s)

_____
Spouse / Common-law Partner Date of Birth (day/month/year)

Spouse / Common-law Partner   Male*   Female*
*This information is required for actuarial valuation purposes.

B | Other Beneficiaries

Do not designate your spouse or common-law partner as a beneficiary unless they do not meet the definition of spouse or common-law partner (see section D).

I hereby designate the following as revocable beneficiaries of any monies payable under the Plan on my death. If a designated beneficiary dies before me, their entitlement will revert to the surviving beneficiaries in equal shares. If there is no designated or surviving beneficiary, the death benefit will be paid to my estate.

Last Name	First Name(s)	Relationship to you	% Payable Total must equal 100%	Date of Birth(Day/ Month/ Year)

C | Declaration

I hereby confirm that the above information is correct. I understand that this personal information is being collected under the authority of The University of Manitoba Act and will be used for the purposes of pension plan administration.

I authorize The University of Manitoba to exchange personal information with benefit service providers and/or organizations who provide advice and service in the management of the group pension plans. This information is protected by the Protection of Privacy provisions of _The Freedom of Information and Protection of Privacy Act._ If you have any questions about the collection of information, contact the Access & Privacy Officer, in the Access and Privacy Office, 204-474-8339, The University of Manitoba.

I hereby apply for membership in The University of Manitoba Pension Plan (1993). The University will deduct the required contribution from my salary. The effective date of membership will be the first day of the pay cycle next following receipt of the enrolment form by the Pension Office.

_____
Signature of Employee

_____
Date (day/month/year)

D | Important Information

- Enrolment is irrevocable.

- All beneficiary designations are revocable.

- If you wish to name your estate as beneficiary, please enter ESTATE in the name line and do not complete the remainder of the information.

- Benefits cannot be paid to beneficiaries who are minors (under the age of 18) or who are unable to act on his/her behalf. Trustee Nomination forms are available from the Pension Office.

Spouse or Common-Law Partner

In accordance with the *Manitoba Pension Benefits Act* and its *Regulations* and for the purpose of the Plan:

1) Spouse is defined as the person who is married to the other person.

2) Common-law Partner of a member or former member means:

   a) a person who—with the owner or former owner—has registered a common-law relationship under section 13.1 of *The Vital Statistics Act*, or

   b) a person who is not married to the owner or former owner, but has lived with him/her in a conjugal relationship for at least:

      i) three years, if either of them is married or

      ii) one year, if neither of them is married.

Pre-Retirement Death Benefit

If you have a spouse or common-law partner at your date of death, pension legislation requires the pre-retirement death benefit to be paid to your spouse or common-law partner, unless:

   i. You are living separate and apart from your spouse or common-law partner by reason of relationship breakdown, or

   ii. Your spouse or common-law partner has waived the right to the pre-retirement death benefit by completing Manitoba's Waiver of Survivor Death Benefit (Form 2). In this case, legislation does not allow you to name your spouse or common-law partner as your beneficiary.

Relationship Breakdown:

If you and your spouse or common-law partner have separated, your former spouse or common-law partner may be entitled to up to 50% of the value of your pension benefit earned from the date the relationship began to the date of separation.

It is important to inform the Pension Office by completing a Change in Personal Data form. A delay in settling your relationship breakdown can delay your pension settlement at retirement, termination, or death.

Change of Beneficiary

Should you wish to change your beneficiary complete a Change to Beneficiary Designation form.

FOR OFFICE USE ONLY

_____
Cert Number

_____
Date of Hire for Pension (day/month/year)

Confirm 6115 Effective date on HRIS

_____
Employee Number

_____
Date of Plan Entry (day/month/year)

Completed by: *Checked by:*

University _of_ **Manitoba**