Northwest & Ethical Investments L.P.

Clear Form | Print 3 copies

Systematic Plan Instructions

Pre-Authorized Chequing (PAC), Systematic Withdrawal (SWP), Systematic RIF Payouts (SRP) and Group RSP Payroll Deduction

Investor Information

Investor Name ______ Social Insurance Number ______ NEI Investor # ______

Joint Investor Name ______ Social Insurance Number ______

Plan Type & Number

☐ Nominee # ______ ☐ NEI Client Account # ______ ☐ Intermediary # / Code ______ / ______

Account Type

Non-Registered

☐ Individual
☐ Corporation
☐ Formal Trust
☐ Estate
☐ Joint with Right of Survivorship
☐ In Trust For ______
☐ Other______

Registered

☐ Individual RSP
☐ Individual RIF
☐ LIRA/LRSP/RLSP
☐ Group RSP
☐ Spousal/Common-Law Partner RSP
☐ Spousal/Common-Law Partner RIF
☐ LIF/LRIF/RLIF
☐ PRIF

Transaction Type

Please check one: ☐ **PAC** ☐ **SWP** ☐ **SRP** ☐ **Group RSP Payroll Deduction**

Type[1]	Fund Name	Fund Code	$Amount	Load[2] FEL %	Gross (SWP)	Net (SWP)	Freq[3]	Effective (mm/dd/yy)
		NWT		%	☐	☐		
		NWT		%	☐	☐		
		NWT		%	☐	☐		
		NWT		%	☐	☐		
		NWT		%	☐	☐		

[1]**Type:** Start, Stop, Change [2]**Load:** If Front-end Load (FEL), add FEL %, otherwise leave blank
[3]**Frequency:** W=Weekly, BW=Bi-Weekly, SM = Semi Monthly, BM =Bi Monthly, M=Monthly, Q=Quarterly, SA=Semi-Annually, A=Annually.

Additional Notes: ______

Banking Information

Source of Funds: ☐ Void Cheque attached ☐ Letter of Confirmation

Payment Instructions: ☐ Cheque to Client ☐ EFT to Financial Institution on Record (If new, please complete EFT form) ☐ Redirect to:

Institution Name ______ Address ______ City ______ Province ______ Postal Code ______

Investor Authorization

I confirm that these transactions are compatible with my investment needs and objectives. If I am withdrawing funds from my account, I understand that those funds may be subject to a sales and/or administrative charge by Ethical Funds Inc. (EFI). If my withdrawal is from an RIF, I understand that there will be withholding tax applied as per the Income Tax Act (Canada).

Investor Signature ______ Joint Investor Signature ______ Date (mm/dd/yyyy) ______

Representative Name ______ Representative Signature ______ Dealer/Rep Code ______

BCM confirms that the above transactions are suitable for the investor(s)

Branch Compliance Manager (BCM) Signature ______ Date (mm/dd/yyyy) ______

Northwest & Ethical Investments L.P.

How to Use the Systematic Plans Form

Northwest & Ethical Investments L.P.

Systematic Plan Instructions

Pre-Authorized Chequing (PAC), Systematic Withdrawal (SWP),
Systematic RIF Payouts (SRP) and Group RSP Payroll Deduction

Investor Information

John Doe	123456789	567890123
Investor Name	Social Insurance Number	NEI Investor #
Jane Doe	234567890	
Joint Investor Name	Social Insurance Number	

Plan Type & Number

☐ Nominee # ____ ■ NEI Client Account # 3456789 ☐ Intermediary # / Code ____ / ____

Account Type

Non-Registered

☐ Individual
☐ Corporation
☐ Formal Trust
☐ Estate
■ Joint with Right of Survivorship
☐ In Trust For ____
☐ Other ____

Registered

☐ Individual RSP
☐ Individual RIF
☐ LIRA/LRSP/RLSP
☐ Group RSP
☐ Spousal/Common-Law Partner RSP
☐ Spousal/Common-Law Partner RIF
☐ LIF/LRIF/RLIF
☐ PRIF

Transaction Type

Please check one: ■ PAC ☐ SWP ☐ SRP ☐ Group RSP Payroll Deduction

Type[1]	Fund Name	Fund Code	$Amount	Load[2] FEL %	Gross (SWP)	Net (SWP)	Freq[3]	Effective (mm/dd/yy)
Start	Ethical Income Fund	NWT 062	$500.00	1%	☐	☐	M	11/15/05
Stop	Ethical Special Equity Fund	NWT 167	$100.00	%	☐	☐	M	11/15/05
Change	Ethical Balanced Fund	NWT 064	$100.00	0%	☐	☐	W	12/15/05
		NWT		%	☐	☐		
		NWT		%	☐	☐		

[1]Type: Start, Stop, Change [2]Load: If Front-end Load (FEL), add FEL %, otherwise leave blank [3]Frequency: W=Weekly, BW=Bi-Weekly, M=Monthly, Q=Quarterly, SA=Semi-Annually, A=Annually.
...ACs only

Additional Notes:

Banking Information

Source of Funds: ■ Void Cheque attached ☐ **Letter of Confirmation**
Payment Instructions: ☐ Cheque to Client ☐ ... please complete EFT form) ☐ Redirect to:

Institution Name | Address | City | Province | Postal Code

Investor Authorization

I confirm that these transactions are compatible with my investment needs and objectives. If I am withdrawing funds from my account, I understand that those funds may be subject to a sales and/or administrative charge by Ethical Funds Inc. (EFI). If my withdrawal is from an RIF, I understand that there will be withholding tax applied as per the Income Tax Act (Canada).

John Doe	Jane Doe	10/31/2005
Investor Signature	Joint Investor Signature	Date (mm/dd/yyyy)
Adam Smith	Adam Smith	9999/AAAA
Representative Name	Representative Signature	Dealer/Rep Code
BCM confirms that the above transactions are suitable for the investor(s)	Branch Compliance Manager (BCM) Signature	Date (mm/dd/yyyy)

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NEI 2009 04 013

Type -

Start, Stop or Change.
To change an existing systematic transaction on a fund, indicate Change and specify all the details. Change applies to Amount, Frequency and Effective Date only. To change a systematic transaction from one fund to another, use Stop & Start.

Load -

If applicable, specify the Front End Load %.

Additional Notes -

Add any comments necessary to process the transactions. For example, if a systematic plan is already in existence, you can add a note stating: Use banking information on file at fund company.

Letter of Confirmation

If a void cheque is not provided, include a Letter of Confirmation from your Financial Institution, verifying account ownership, account number, transit and institution number.

Notes:

- If discrepancies between the Fund Code and either the Fund Name or Load Type exist, the Fund Code will take precedence.
- SWPs cannot be set up for Registered products.