

# RBC Group Advantage™ Plan Overview



## COVENANT HEALTH

**COVENANT HEALTH** encourages all employees to prepare for their long-term financial wellness. To help you save for retirement, **COVENANT HEALTH** has established a Group Retirement & Savings plan through the RBC Group Advantage program.

Your plan includes a Group Retirement Savings Plan through the RBC Group Advantage™ program.

Below are the details of your plan:

## Group Retirement Savings Plan (GRSP) – Plan #2546

### How your plan works

Your GRSP allows you to contribute directly from your pay, using before-tax dollars, which makes saving for retirement convenient.

### Eligibility

Please confirm eligibility with Covenant Health HR Shared Services

### Contributions

- Employer contributions are based on individual contracts. Contribution remittance frequency is bi-weekly.

### Contribution limits

For any tax year, contributions to all of your RRSPs, including the RRSP issued as part of the GRSP, are limited to the lesser of:

- (a) 18% of your previous year's earned income, as defined under the *Income Tax Act* (Canada), and
- (b) the RRSP dollar limit under the *Income Tax Act* (Canada) for the year the contribution are made,

reduced by the value of any benefits earned in the previous year under all registered pension plans and deferred profit sharing plans, and reported as a "pension adjustment" or "PA" and reported on your T4 slip. The PA reduces your RRSP contribution room. Unused RRSP contribution room is carried forward.

It is your responsibility to ensure that no more than the maximum allowable contribution is made to your RRSP.

To find out the exact amount that can be contributed to your RRSP, refer to your most recent Notice of Assessment you receive from the Canada Revenue Agency.

## Spousal plans

The GRSP allows spousal RRSPs. Where an RRSP is a spousal RRSP, the spousal RRSP is opened by, and belongs to, your spouse and you contribute to it. Such contributions count towards your maximum contribution limit.

You may elect to have an RRSP to which part of your contributions are made, and have your spouse open a spousal RRSP to which the remainder of your contributions are made, or you may elect to have all of your contributions go to a spousal RRSP.

Please note that there are attribution rules under the *Income Tax Act* (Canada) which may attribute to you, rather than to your spouse, the taxable income generated by withdrawals from a spousal RRSP within three years following the contribution to the spousal RRSP.

## Withdrawals

Withdrawals are allowed for the Home Buyer's Plan and Lifelong Learning Plan.

## Tax Considerations

Receipts for RRSP contributions made from March to December are mailed in late January and receipts for RRSP contributions made in the first 60 days of the year are mailed in mid-March. Your receipt will include all contributions made to your RRSP and any spousal RRSP. If you do not receive a contribution receipt or require a duplicate, please contact us at 1-888-769-2566 or visit an RBC Royal Bank branch.

Amounts withdrawn from your RRSP are subject to the applicable withholding taxes. Any withdrawals for the year are reported on a T4RSP slip and mailed to you by the end of the February of the year following the year of withdrawal.

RRSP over contributions are subject to a penalty of 1% per month.

## GRSP Investment options

Your employer has made it possible for you to access your investment options through one or more of the following RBC channels:

- RBC Royal Bank, RBC Dominion Securities or RBC Direct Investing

Visit the RBC Investments (<https://www.rbcroyalbank.com/investments/index.html>) site to learn more about the different types of investment options available.

Visit the RBC Group Advantage Member (<https://www.rbcroyalbank.com/groupadvantage/member/index.html>) site to gain access to a financial advisor, learn about exclusive offers, availability to helpful wellness resources and overall employee benefits available to you.

An RBC advisor can meet with you one-on-one to provide advice tailored to your needs and help you build a well-diversified portfolio. You can also locate an advisor by visiting Maps (<https://maps.rbcroyalbank.com/>). On the phone, a Group Advantage advisor will be pleased to assist you 8am-8pm, Monday to Friday EST@ 1-888-769-2566.

## Additional Information About Your Plan

Please return your Payroll Deduction Authorization form to Covenant Health HR Shared Services to begin contributions into your Group RSP. You will receive this document at the time of account opening.

## Plan Fees

The investment funds that constitute your investment options are no-load funds, which means that you don't pay a commission when you buy or sell units of such funds.

Management fees and administrative expenses are charged directly to the investment funds. Please refer to the prospectus for the investment funds for more detailed information. Updated copies may be obtained from any RBC Royal Bank® branch.

A transfer out fee is charged for each transfer from a financial institution that is not Royal Bank of Canada or any of its affiliates.

## Termination

In the event you terminate employment, your GRSP will be converted into an individual Registered Retirement Savings Plan (RRSP) with no transfer of assets or redemption of funds required.

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## Retirement

As you approach retirement, you will have the opportunity to meet with an RBC® advisor to help you evaluate the various options available to generate the most tax-efficient plan that is in line with your situation today and your personal plans for the future.

## Administration

### Trustee

In its capacity as Trustee, The Royal Trust Company is responsible for ensuring that the Plan is administered in accordance with the *Income Tax Act* (Canada).

### Amendments

The company intends to continue the Plan indefinitely, but reserves the right to amend the Plan at any time with the concurrence of the Trustee.

### Legal document

This overview is intended for information purposes only, and the terms and conditions of any plan as may be set out in the official documentation take precedence. Copies of such documentation are on file with the Company's human resources department, and you may review them upon request. Possession of this overview does not mean that you are entitled to participate in any such plan.

## Your Advice Team

For additional information in regards to your plan visit [www.rbcroyalbank.com](http://www.rbcroyalbank.com) or call our dedicated Member line at 1-888-769-2566.

### GETTING STARTED

Your Group RSP can be opened in 1 of 3 ways:

1) Attend a VIRTUAL 1 on 1 meeting with an accredited Group Financial Advisor. To schedule your meeting, please scan the following QR code:



2) Call the GROUP MEMBER LINE at 1-888-769-2566 and at the prompt say "Open Group Plan"

3) Visit any conveniently located RBC Branch to meet with an Advisor. Please reference Group RSP Plan 2546

At the time of account opening you will receive your Payroll Deduction Authorization form from RBC. Please provide this form to Covenant Health HR Shared Services to begin contributions into your Group RSP.