

# Guaranteed Investment Purchase (GIP)

Use this Guide to assist you in completing a Guaranteed Investment Purchase Form. This form is used to purchase Guaranteed Investment Certificates (GICs).

## Introducing dealers

Please complete the following steps:

1. Complete the Guaranteed Investment Purchase Form
2. Fax to B2B Bank Dealer Services:  
Attn: Guaranteed Investment Products  
Fax: 416.413.0591

OR

Mail or courier to:  
B2B Bank Dealer Services  
Attn: Guaranteed Investment Products  
199 Bay Street, Suite 610,  
PO Box 35 STN Commerce Court,  
Toronto ON M5L 0A3

The following process must be followed when filling out a Guaranteed Investment Purchase Form. Tickets that are missing the required information may result in processing delays.

Section	Required Fields	Tips
1. Client Information	All	
2. Guaranteed Investment Information – GIC/GIAs	All  If a rate has been guaranteed by an eligible issuing institution, provide both:  (A) Contact information for the person who gave the guarantee; and  (B) Length of time the guarantee will be held for	<ol style="list-style-type: none"> <li>1. For more information on GICs, please visit <a href="http://b2bbank.com/dealerservices">b2bbank.com/dealerservices</a></li> <li>2. For information on GICs/GIAs from other companies, please contact the issuing institution directly.</li> <li>3. Rates — purchase instructions will be processed as soon as the funds are available. NOTE: Posted rates are subject to change, therefore, cannot be guaranteed</li> <li>4. Guaranteed Rates — if a rate has been guaranteed, fill out the “Contact Name” fields.</li> </ol>
3. Dealer / Advisor Information	All	
4. Signatures	Mandatory (both client and advisor signatures)	

For more information, please call Client Services at **1.800.387.2087** or visit [b2bbank.com/dealerservices](http://b2bbank.com/dealerservices).