



Transition of self-directed mutual fund accounts to B2B Bank Securities Services Inc.

November 3, 2017

Further to the communication dated October 2, 2017, B2B Bank Securities Services Inc. will take over the administration of self-directed registered and investment accounts from Canadian Western Trust Company (CWT). The transfer is tentatively scheduled for Friday, December 8, 2017 after market close.

Who we are

B2B Bank Securities Services Inc. is an investment dealer that serves Canada's investment community and provides licensed securities advisors with investment products and services for their clients. We are excited to serve you and provide you with a high level of service and support.

Welcome Kit

Once the accounts have been transferred, your clients will receive a Welcome Kit, which will include:

- A new account number
- Terms and conditions
- Other regulatory documents

Online portal

Through our secure online portal, Advisor Access allows you to execute Mutual Fund trades, and view statements, confirmations from B2B Bank Securities Services Inc. and tax receipts. In addition, inquire and generate reports on all client accounts listed under your Representative number. To sign up for Advisor Access, please contact us at 1.800.387.2087 after the transfer.

Fee schedule

A copy of the fee schedule is available online at b2bbank.com/dealerservices/fees.

Systematic instructions

Starting in 2018, all systematic instructions, such as pre-authorized chequing (PAC) and systematic withdrawal plans (SWP), as well as Retirement Income Fund (RIF) and Life Income Fund (LIF) payments, will remain the same after the transfer.

Updating records

After the transfer, please review your clients' information to ensure it is correct. If any changes are required, please make the updates through Fundserv or by using the *Client Information Change* form available online at b2bbank.com/dealerservices/forms.

We appreciate your business

We appreciate your with business with B2B Bank Securities Services Inc. and thank you for your patience during this transition. If you have any questions, please contact us at 1.800.387.2087.

Sincerely,

Michael Kazmierowski
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B2B Bank Securities Services Inc.



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