



Mutual Funds

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BMO Mutual Funds
Portfolio Rebalancing Service
(Non-Registered/RRSP/RRIF/TFSA)

BMO Mutual Funds Account # | M A N D A T O R Y |

BMO Investments Inc. offers a portfolio rebalancing service that allows you to set up a personalized target allocation for your client's investments in BMO Mutual Funds. This service enables you to customize the frequency of the rebalance and set the variance that will be used to determine if a rebalance of your client's portfolio is required.

All portfolio rebalancing transactions will be processed as a switch transaction so no fees will apply to such transactions. Portfolio rebalancing transactions will be processed on the 15th day of the month for the selected or default frequency as indicated in Section 4 below. If the 15th day of the month is not a business day then portfolio rebalancing transactions will be processed on the next business day.

This portfolio rebalancing service is not available for Registered Education Savings Plans (RESP) or Registered Disability Savings Plans (RDSP).

1. ACCOUNT TYPE

- Non-Registered Account
Registered Retirement Savings Plan (RRSP)
Spousal or Common-Law RRSP
Restricted Locked-In Savings Plan (RLSP)
LIRA, LRSP
Registered Retirement Income Fund (RRIF)
Spousal or Common-Law RRIF
Life Income Fund (LIF)
LRIF, RLIF, PRIF
Tax-Free Savings Account (TFSA)

2. INVESTOR INFORMATION

Account Holder/Annuitant Last Name
Account Holder/Annuitant First Name
Joint Account Holder Last Name (if applicable)
Joint Account Holder First Name
Corporation or Trust Name (if applicable)

3. SET UP NEW OR CHANGE EXISTING TARGET WEIGHTING

The portfolio rebalancing service is only available in one fund currency per account. If there are two fund currencies (CAD and USD) in an account, one fund currency must be selected for portfolio rebalancing purposes.

Table with 3 columns: FUND NAME, FUND NUMBER, Target Weighting. Rows 1-8 for inputting fund details and target percentages.

4. SELECT YOUR FREQUENCY

- Frequency\*:
Monthly (once a month)
Quarterly (March, June, September & December)
Semi-annually (June & December)
Annually (December)

\* If no selection is made, the default frequency will be quarterly

## 5. SELECT YOUR VARIANCE

The variance is the difference between the intended target weighting you indicated in Section 3 and its weighting taken at a point in time. Mutual fund prices change daily so the variance selected may impact how frequently the BMO Mutual Funds held in your account are rebalanced.

Variance\*:  2%  3%  4%  5%  6%  7%  8%  9%  10%

\*If no selection is made, the default variance will be 3%.

## 6. PLEASE READ CAREFULLY AND SIGN BELOW

I/We hereby authorize BMO Investments Inc. to rely on my/our standing instructions given above, and to rebalance my/our BMO Mutual Funds held in my/our account in accordance with those instructions. I/We authorize portfolio rebalancing transactions to return to my/our target weightings. If one or more of my/our BMO Mutual Fund holding(s) vary by more than the selected or default variance, I/we understand and acknowledge that a portfolio rebalancing transaction will occur on the 15<sup>th</sup> day of the month for the selected or default frequency.

I/We understand that there may be tax implications associated with these portfolio rebalancing transactions for non-registered accounts.

I/We understand and acknowledge that if 100% of one or more BMO Mutual Funds included within my/our target weight allocation are redeemed or transferred out of my/our account, that upon the next portfolio rebalancing transaction, those BMO Mutual Fund will be purchased again for my/our account. Only BMO Mutual Funds indicated on this form will be rebalanced. BMO Mutual Funds not indicated on this form will not be rebalanced. If I/we want to remove or add a BMO Mutual Fund(s) from/to the target weight allocation, or otherwise modify the portfolio rebalancing instructions described above, a new portfolio rebalancing services form must be completed and forwarded to BMO Investments Inc. at least 3 business days in advance of the next portfolio rebalancing date. Such new portfolio rebalancing transaction instructions will replace entirely any previous instructions provided to BMO Investments Inc.

I/We understand and acknowledge that I/we will not receive a fund facts for the series of securities of BMO Mutual Funds listed in my/our target weightings above unless I/we specifically request them from my/our representative.

I/We understand and acknowledge that I/we am/are entitled to receive, upon my/our request and at no cost, the most recently filed fund facts, by calling, mailing, or emailing the contact details listed on this form.

I/We understand and acknowledge that I/we may terminate this portfolio rebalancing service at any time and can contact my/our representative to submit cancellation instructions to BMO Investments Inc.

By signing this form, I/we have read and agree to the terms and conditions indicated on this form.

**The following clause applies to the Province of Quebec only.** It is the express wish of the parties that this agreement and any related documents be drawn up and executed in English. Les parties conviennent que la présente convention et tous les documents s'y rattachant soient rédigés et signés en anglais.

### Authorization (For all Account Types)

To be signed by the Individual(s) identified in Section 2

\_\_\_\_\_  
Account Holder/Annuitant/Subscriber Signature

\_\_\_\_\_  
Joint Account Holder/Subscriber Signature (if applicable)

\_\_\_\_\_  
Representative Name (Please print)

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|  
Dealer

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|  
Representative

|Y|Y|Y|Y|M|M|D|D|  
Date

BMO Mutual Funds are managed by BMO Investments Inc., which is an investment fund manager and a separate legal entity from Bank of Montreal.

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