



Registered Plans Program Overview

The Canadian Worker Co-operative Federation (CWCF) administers a Self-Directed Registered Plans Program called Common Good Capital (CGC), offering Registered Retirement Savings Plans (RRSPs) and Tax-Free Savings Accounts (TFSA). CGC was developed to enable co-operatives and similar types of enterprises ('Program Members') to capitalize their enterprises with securities held within a SD-RRSP or SD-TFSA. Our Plans are registered with the Canada Revenue Agency (CRA) and are administered in accordance with all CRA regulations. We also work in conjunction with a bare trustee.

A Self-Directed RRSP/TFSA is one in which the Account Holder determines which and what types of investments are to be held. CGC staff are not permitted to provide any investment guidance or advice, nor can they sell securities on behalf of any security issuers ('Program Members'). CWCF may only act on instructions provided by the investor.

CGC has Agency Agreements in place with each of our Program Members, authorizing them to act as Sub-Agents on our behalf. This allows Account Holders to deal primarily with an Account Representative from one of our Program Members. Account Representatives can assist Account Holders with opening new accounts, contributing funds or securities, purchasing securities within the account, and withdrawing or transferring funds. CGC staff will assist Account Holders directly as needed.

CGC charges a \$65 annual fee (inclusive of G/HST) for administering each registered account solicited by a Program Member that is not a co-operative. These fees are typically billed to our Program Members each December for accounts held during the preceding year. Program Members can decide whether they will pay those fees on their investors' behalf, or invoice investors for reimbursement. Your Account Representative should let you know their company's policy when you open your account. If you hold securities with more than one Program Member within your account, only **one** annual account fee will be billed to the Program Member with whom you first opened your account.

If the securities held within a SD-RRSP or SD-TFSA gain interest or dividends, those funds must be paid by the security issuer (i.e., Program Member) directly to the Registered Plan held with CGC. The funds sit as cash in a non-interest-bearing account and are available to be withdrawn, transferred or reinvested upon instruction from the Account Holder.

CED Entities only: The Equity Tax Credit (ETC) is neither issued nor monitored by CGC staff. If you have questions about your ETC, please contact your Account Representative.

You can expect to receive the following correspondence from CWCF on an annual basis:

- An annual statement of your account activity (September)
- A T4RSP reflecting the withdrawal value and tax remittance amount from the preceding calendar year, if applicable (by February 28)
- A contribution receipt reflecting your total contribution value, if applicable (from January through March)



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**CANADIAN
WORKER
CO-OP
FEDERATION**

**FÉDÉRATION
CANADIENNE DES
COOPÉRATIVES
DE TRAVAIL**

INVESTMENT RISK ACKNOWLEDGEMENT

*Community Economic Development Investment Funds (CEDIFs),
Community Economic Development Businesses (CEDBs),
Community Economic Development Corporations (CEDCs),
and Non-Profit Organizations (NPOs)*

The Canadian Worker Cooperative Federation (CWCF) administers a Self-Directed Registered Plans Program operating under the trade name Common Good Capital (CGC). CGC staff do not provide guidance or advice pertaining to investments, finances or taxes. Investors wishing to purchase securities through a Self-Directed RRSP or TFSA **should consult with a tax professional and/or investment advisor** before committing their funds to a CEDIF, CEDB, CEDC or NPO. Investors should remember that these can be high-risk types of investments. **You should not depend on selling your securities – or on income earned from your securities – to fund your retirement.**

Although depositing securities into a Self-Directed RRSP can yield a tax deferral today, you may face long-term tax implications and liquidity issues. There is no organized market through which CEDIF, CEDB, CEDC or many NPO securities may be sold; therefore, it may be difficult or even impossible for you to sell them or determine their Fair Market Value.

RRSPs only: When an RRSP Account Holder ("Annuitant") reaches the age of 71, the RRSP will mature and you will be required to withdraw all funds and investments, or transfer them out to a RRIF with another financial institution **if they qualify**. *(Note: Many institutions may not accept your securities into a RRIF.)* If your investment is withdrawn in-kind (i.e., as securities), you will still be required to report the value of your investment as income even though you did not sell or redeem the securities for their original cash value. You will continue to own the investment outside of the RRSP. The CRA views this transaction as an income withdrawal, and as such CWCF is required to withhold tax based on the value of the withdrawal. If there is insufficient cash in the RRSP to pay the prescribed amount of withholding tax, additional funds must be generated by contributing to the RRSP, transferring in from another Registered Plan, or redeeming part of the investment (if possible). You will receive a T4RSP for the gross value of the withdrawal to be filed with your taxes.

By signing below, you certify that you have read and understand the terms of this Investment Risk Acknowledgement and understand that CGC is not responsible for any investment losses or adverse tax implications which you may incur. If you have any questions, please reach out to your Account Representative or CGC staff.

Account Holder Signature

Date

Account Holder Name (please print)