

Designation of Beneficiary

You can update your beneficiaries through your online account. Select the **Beneficiaries** menu item and follow the prompts to add or edit a beneficiary. You can also select My Secure Messages menu item and upload the completed and signed form to MEPP. You also have the options of submitting the completed and signed form to MEPP by email or mail.

1 Tell Us About You (Please Print)

Social Insurance Number: _____

Last Name: _____ First Name & Initial: _____

Phone Number: _____ Email Address: _____

2 Your Designation of Beneficiary(ies)

If you have a spouse, **your spouse must be named as your beneficiary** in the "Spouse as Beneficiary" area below, unless your spouse completes a waiver.

If you wish to designate contingent beneficiaries (in the event of your spouse's death), please indicate that in the "Other Beneficiaries" area below. If your spouse has waived his or her entitlement to the pre-retirement death benefit, please indicate that you are designating contingent beneficiaries.

Spouse as Beneficiary

Name	Relationship	Birthdate (day/month/year)
	Legal Marriage Common-law	

Other Beneficiaries

No Spouse

Contingent Beneficiaries

Name	Relationship	Portion	Birthdate (day/month/year)

If you name someone under the age of 18 as a beneficiary, you must name a trustee. A trustee is an individual or legal entity responsible for controlling the assets.

Beneficiary	Name (First, Middle and Last)	Address/Contact Number
Trustee		

I hereby revoke all previous designations and appointments of beneficiaries and name the above to receive any amount payable from the Municipal Employees' Pension Plan in the event of my death.

Signature of Member

Dated at _____

this _____ day of _____, 20 ____.

Designation of Beneficiaries

Spouses

Your spouse is your beneficiary unless he or she waives that right. Contact the Plan administrators for more information and/or to obtain forms. The most current definition of spouse can be found in the MEPP In-Depth on Designation of Beneficiary for Members Who Have Not Retired.

Intention

Before signing and returning this form, ensure that your beneficiary designation(s), together with your will, carry out your intent for the distribution of your death benefits.

Minors

In general, provincial legislation does not allow payment of benefits directly to minors. If you name a minor as a beneficiary, you should make any arrangements that are necessary (such as the appointment of a trustee) to ensure that the benefits are paid according to your intention.

Responsibility

It is your responsibility to ensure that the designations are up to date and reflect your intentions at all times. Changes in your marital or family status may indicate a need to update your beneficiaries.

 *The Municipal Employees' Pension Plan is not responsible for the validity or effect of any designation made on this form.*

Beneficiary Designations

- Always indicate the full name of the beneficiary.
- Print all information.
- Enter only one beneficiary per line.
- If you name more than one beneficiary, ensure that the portions total 100%.
- If you name a charitable organization or church, please provide the legal name and address of the organization.