



Change of member information

Return to Canada Life, Group Retirement Services

EMPLOYER/PLAN SPONSOR	
Name of employer/plan sponsor	Policy/plan number

MEMBER INFORMATION			
Last name	Initial	First name	Certificate

IMPORTANT

- If the member's name has changed – complete **Part A**
- If an existing beneficiary's name has changed – complete **Part B**
(to change your beneficiary or to designate a new beneficiary, please complete the Designation of revocable beneficiary/trustee appointment form)
- If the member's address has changed – complete **Part C**
- For RPPs only, if the member's province of employment has changed – complete **Part D**
- For RPPs and VRSPs/PRPPs only, if the member's spousal information has changed – complete **Part E**
(if the member is also designating the new spouse as their beneficiary, this change form is not required – complete the Designation of revocable beneficiary/trustee appointment form)

PART A – CHANGE OF MEMBER NAME

The member's name has changed from: _____
to: _____

Reason for change:

- The member has married.
- The member is returning to her maiden name.
- The name of the member is incorrectly shown on Canada Life's records.
- The name of the member has been legally changed.
- The member's legal name is _____
but the member is commonly known by the name indicated above.
- Other _____

PART B – CHANGE OF BENEFICIARY NAME AND/OR RELATIONSHIP TO MEMBER

Please note that this is to change the name of an existing beneficiary only. If you are changing your beneficiary or a new beneficiary is being designated, please complete the Designation of revocable beneficiary/trustee appointment form.

The beneficiary's name has changed from: _____
to: _____

The beneficiary's relationship to the member has changed from: _____
to: _____

Contact information 1-800-724-3402 or grsaccess.com
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