📶 Manulife Bank

Mortgage Increase, Roll-In or Product Change Application

(Roll-In: Process to discharge your first mortgage and transfer the outstanding balance to your Manulife Bank mortgage)

Please review the information below before completing the application. It will help to ensure more efficient and timely processing of your request.

Step 1 – Complete the application	Complete page 2, 3, 4, 5 and 6.
	 Sign and date page 6. Complete Schedule A: Manulife One Sub-account Details (page 7) if you are requesting an increase to your Manulife One credit limit, rolling in your Manulife One from second position to first position, or changing your mortgage product to Manulife One. Complete Schedule B: Manulife Bank Select Mortgage Details (page 8 and 9) if you are requesting an increase to your Manulife Bank Select mortgage, rolling in your Manulife Bank Select mortgage product to Manulife Bank Select mortgage product to Manulife Bank Select mortgage from second position to first position, or changing your mortgage product to Manulife Bank Select.
Step 2 – Provide confirmation of	Employed by a third party (you are employed by someone else), we require:
your current income – select your income type.	 A copy of your most recent Notice of Assessment from Revenue Canada. An employment letter issued within last 60 days (must confirm salary, start date, type of employment (part-time, full-time, etc.) and, if applicable, bonus amounts in the last two years and car allowance).
required, a Specialist will advise you once they have reviewed your	☐ If you are a resident of Quebec, you must also include a copy of your most recent Provincial Notice of Assessment.
request.	 Self-Employed, we require: Copy of your most recent year's Notice of Assessment from Revenue Canada. Copy of your most recent year's T1 General (first four pages only). Copy of your second most recent year's Notice of Assessment OR T1 General (first four pages only). If you are a resident of Quebec, you must also include copies of your two most recent Provincial Notices of Assessment. Pension, we require: A copy of your two most recent Notices of Assessment from Revenue Canada and
	T1 Generals (pages 1-4); OR A copy of your two most recent T4A.
	Commission: please refer to requirements for either the "Employed by a third party" or "Self-Employed" option. If your commission is from a third party, you will need to provide documentation for the past two years.
Step 3 – Property tax and heating cost	 Provide a copy of your current property tax bill. (Please ensure it is your property tax bill and not your property tax assessment). If the property is located in the province of Quebec, please also provide a copy of your current school tax bill. If you know your heating costs, please provide the bill for the December to March time period.
Step 4 – Additional mortgage information	☐ If you have an additional mortgage or home equity line of credit secured by this property, please provide a copy of your latest mortgage/credit line statement.
Step 5 – Fax to: 1-866-840-6325 OR Mail to: Manulife Bank of Canada 500 King Street North PO BOX 1602 STN WATERLOO WATERLOO ON N2J 4C6	Next steps Once you have faxed or mailed in your application and supporting documentation, it will be assigned to a Mortgage Specialist. They will review your application and will contact you to discuss and explain next steps. The specialist will advise you if additional documentation is required. We will advise you of any fees that may apply before we proceed. If approved, we will send you a new Operating Agreement for you to review, sign and return to us. We will also include an <i>Identification Verification Form and Signature Card</i> form to complete, sign and have confirmed by a guarantor.

If you prefer, you may contact the Mortgage Service Solutions Team between the hours of 9 a.m. and 5 p.m. ET by calling 1-877-765-2265. Our team will help you complete the process.

For mortgage increases or product changes, after selecting your language preference, select option #0 to speak to a Bank Service Representative, then select #5 for support with loans and mortgage products, then select option #2.

To request a roll-in, select option #0 to speak to a representative, then select #5 for support with loans and mortgage products and then select option #1.

Manulife Bank

1 Current mortgage informa	ation		
Current mortgage product Manulife One Manulife Bank Select Preferred Rate Mortgage	Account number:	Request type Mortgage or credit limit increase Product change Roll-in (second to first)	Product change (select product you want to change to, if applicable) ☐ Manulife One (complete Schedule A)
Total amount of credit limit/mortg	Manulife Bank Select (complete Schedule B)		

2 Applicant information

1

□ Mr. □ Mrs. □ Ms. □ Miss	Dr. Other						
Last name F	First name	Date of birth (mmm/dd/yyyy)	Social Insurance Number (SIN)				
Current address	Duration at current address						
Previous address							
Your current marital status	nmon Law 🗌 Married 🗌 Separated	Divorced Other:					
Home phone number	ber Ext.						
Personal and confidential messages can be left	ft on voicemail: 🗌 Home 🗌 Cell 🗌 B	Business					
Email address							
What is the best method of making daytime co	ntact with you? Phone: 🗌 Home 🗌 🤅	Cell 🗌 Business OR	Email				
Please indicate how you would like to receive y	our statements (select one):						
Please note that unless "Separate Disclosure" is sele	cted, the Co-applicant selection must match the Ap	oplicant selection.					
e-Statements							

Terms and conditions are available online at manulifebank.ca/estatements. If an email address is provided on this application, you will receive an email notification when your e-Statement is ready.

Paper statements

3 Co-applicant information

□ Mr. □ Mrs. □ Ms. □ Miss	Dr. Other								
Last name F	ïirst name	Date of birth (mmm/dd/yyyy)	Social Insurance Number (SIN)						
Current address Duration at current address									
Previous address									
Your current marital status	nmon Law 🗌 Married 🗌 Separated	Divorced Other:							
Home phone number	Business phone num	ber Ext.							
Personal and confidential messages can be lef	t on voicemail: 🗌 Home 🗌 Cell 🗌 B	Business							
Email address									
What is the best method of making daytime con	ntact with you? Phone: 🗌 Home 🗌	Cell 🗌 Business OR	🗌 Email						
Please indicate how you would like to receive y	our statements (select one):								
Please note that unless "Separate Disclosure" is selected, the Co-applicant selection must match the Applicant selection.									
e-Statements Terms and conditions are available online at manulifebank.ca/estatements. If an email address is provided on this application, you will receive an email notification when your e-Statement is ready.									
Paper statements									

4	Application details		
	Nill the proceeds of this loan be used for the benefit of another person?	Yes 🗌 No	
1	What is the intended use of this account?		
	Debt consolidation Household expenses	Retirement savings	□ Investment*
	Education Investment Property Purchase	Second Home Purchase	Other*
	Emergency fund Mortgage payout Home renovation Primary Residence Purchase		(*provide details below)
	· · · · · · · · · · · · · · · · · · ·	□ Vehicle purchase	
	Details		
	s any client interested in learning more about the ManulifeMONEY+™ Visa*	Card? 🗌 Yes 🗌 No	
5	Request for Credit Bureau		
	Applicant name	Date consent given	Time consent given
	Applicant name	Date consent given	Time consent given
6	Current property information		
	Nunicipal address of secured property (if different than listed in section 2)		
	Name of the registered owner(s) on title of this property		
	Current estimated value of this property Value of recent renovations	Annual property taxes A	nnual condominium fees, if applicable
1	\$	\$	
	Age of building Is this property currently listed for sale? Do you have other mo	rtgages? 🗌 Yes 🗌 No 🛛 If <i>yes</i> , wi	nat is the outstanding balance?
	Yes No If <i>yes</i> , please provide	a current mortgage statement. \$	
	Do you earn rental income on this property? (If yes, we will require a copy of	your most recent Statement of Real Est	tate Rentals (T776)) 🗌 Yes 🗌 No
	s this property more than 5 acres? Yes No Is this property	y used for any purpose other than reside	ential?
	Are there any known issues or problems, such as, but not limited to, water le	akage, structural issues or environment	al issues?
	Primary heating type 🛛 Electric baseboard 🔲 Forced air gas/oil/electri	c	Other (provide details below)
	Details		
1	Are heating costs known?	below	
	Billing frequency Monthly Bi-monthly Equal billing	Other (provide details below)	
	Details		Annual heating costs
			\$
	For monthly or bi-monthly billing, select the first month present in the billing p	period:	Dollar value indicated on bill
	December January February March		\$
	For equal billing frequency, enter the first month present in the billing period:		Dollar value indicated on bill
			\$
(Other properties		
	Do you own other real estate? If yes, Second home Cottage	Investment property What is the curre	ent estimated value of this other property?
	Yes No Other	\$	

7 Compliance information

	Applicant	Co-applicant
Number of dependents		
Is a Power of Attorney (POA) required for this application?	🗌 Yes 🗌 No	🗌 Yes 🗌 No
Is this client a Canadian citizen/permanent Canadian resident?	🗌 Yes 🗌 No	🗌 Yes 🗌 No
If no, provide citizenship		
Details		
If no, has this client applied for permanent Canadian resident status?	Yes No N/A	Yes No N/A
Does this client have tax obligations to a jurisdiction other than Canada?	🗌 Yes 🗌 No	🗌 Yes 🗌 No
If yes, please complete International Tax Reporting for Individuals (AB0804E).		
Has this client, or any close relative or close associate, ever held a senior position in a government, political party, military or government-owned corporation, or are currently the head of an international organization?	Yes No	🗌 Yes 🗌 No
If yes, please complete Politically Exposed Person Disclosure (AB0707E).		
Are any of the account holders required to make monthly support or alimony payments?	Yes No	Yes No
If yes, total monthly support/alimony payments	\$	\$
Are any of the account holders liable as a co-signer or guarantor for any other loan or mortgage?	Yes No	🗌 Yes 🗌 No
If <i>yes</i> , please explain		
(Please provide monthly payment amount, outstanding balance and which financial institution).		
Is income tax owed, for the most recent year?	Yes No	Yes No
Income tax amount owed	\$	\$
Is income tax owed, for previous years?	Yes No	Yes No
Are there any suits or judgments against this client?	Yes No	Yes No
If yes, provide the amount of the suits/judgments	\$	\$
If <i>yes</i> , provide suits/judgments details		
 Within the last six years, this client has: been declared bankrupt? made a voluntary assignment into bankruptcy? made a consumer proposal under any legislation relating to bankruptcy or insolvency? Is this client pending a conditional or full bankruptcy discharge? 	Yes □ No Yes □ No	Yes No Yes No Yes No Yes No Yes No
If yes, to any of the above, provide details		
Are your property tax payments up to date on the property to be mortgaged?	Yes No	Yes No
If <i>no</i> , please explain		
Is your fire insurance coverage payment up to date on the property to be mortgaged?	Yes No	Yes No
If <i>no</i> , please explain		
Is this client going to reside in this property?	Yes No	Yes No
Is any agricultural-based commercial (farming) activity conducted on the property to be mortgaged or does any of the account holders declare any farm income?	🗌 Yes 🗌 No	Yes No
If <i>yes</i> , please explain		

8 Income information

Please select the appropriate Industry and corresponding Occupation as outlined in the listing attached to the back of this application (AB0647E). Please indicate ALL sources of income for all applicants.

Gross annual income	Industry	Occupation	Years in current field	Years at current employer	Employer name	Amount	Previous employer name	Years at previous employer		
Applicant's salary										
Other income										
Co-applicant's salary										
Other income										
The following	information	is required fo	or small	business	s owners.					
Business name			Legal name of busi	ness (if not the same as	the business name)					
Head office addres	55			Busir	ess phone number	Ext.				
Type of Busine						Identification Type				
Association/	corporated char account (hockey		tion/Not-f	or-profit-or	ganization	BIN				
 Condominiu Corporation Estate Partnership 	m corporation					□ NEQ ► Number				
 Faithership Sole proprietorship Trade/Labour union Trust 						EIN Number				
What is the primary function or activity of the business? (For a list of acceptable options, please refer to AB0648E)										
Does the applica	ant's business o	perate outside	of Canad	a? 🗆 Y	es 🗆 No					
If yes, then where	?					How long (years) has the	e business been in operation?			

9 Assets and liabilities

9 Assets and liabilities									
Assets	Assets						The following information is required for an SBO or Low ratio application.		
Home			\$		Is this a saleable asset? Net saleable				
Other real estate	\$		Yes No	\$					
Retirement savings plan			\$		Yes No	\$			
Chequing or savings account and account number(s)			\$		🗌 Yes 🗌 No	\$			
Deposits or investment certificates			\$		Yes No	\$			
Stocks or bonds			\$		Yes No	\$			
Life insurance (cash surrender value)			\$		Yes No	\$			
Vehicle (make, model, year)			\$		Yes No	\$	_		
Vehicle (make, model, year)			\$		Yes No	\$			
Other			\$		Yes No	\$			
Total assets			\$						
Liabilities	Amount owing	Monthly pay	ment	Secured by property	Estimated payout penalty	Partial payout	Full payout		
Home loan									
Lender and maturity date:	\$	\$		🗌 Yes 🗌 No					
Loan on other real estate									
Lender and maturity date:	\$	\$		🗌 Yes 🗌 No					
Lines of credit									
Lender:	\$	\$		Yes No					
Lender:	\$	\$		🗌 Yes 🗌 No					
Credit card(s)									
Issuer:	\$	\$		Yes No					
Issuer:	\$	\$							
Issuer:	\$	\$		☐ Yes ☐ No ☐ Yes ☐ No					
Issuer: Issuer:	\$ \$	\$ \$							
	Ψ	Ŷ					_		
Income tax owing	\$	\$							
Support/alimony	\$	\$							
Personal loan (e.g. for a car)	\$	¢							
Lender:	\$	\$							
Vehicle lease payments	\$	\$							
Other	er \$								
Total liabilities					\$				
Net worth (assets - liabilities)					\$				

10 Cost of borrowing (not applicable if there is only one applicant)

Your right to receive separate disclosure documents.

As a co-applicant, you have the right to receive a separate copy of disclosure documents. Please be advised that you will automatically receive a separate copy of disclosure documents unless you indicate otherwise via the check box below. Disclosure documents will be sent to all borrowers at the address(es) provided in the application. This may include statements, renewal agreements, documents outlining the terms and conditions of the product and any other documentation that shows the cost of borrowing. This consent will carry through renewals or amendments, if applicable. If at any time you want to change your selections noted below, you may do so by contacting us toll free at 1-877-765-2265.

 \Box No – I (Co-applicant) do not wish to receive separate disclosure related to the account.

11 Signatures

I/We certify that the information provided by me/us in this application is complete and true in all respects. I/We certify that I/we have completed this application without the assistance of any other person, or where assistance was provided, it was done so by a Manulife Bank Banking Consultant/Staff Member or a registered mortgage broker. In order to keep my/our file current, I/we undertake to advise Manulife Bank of any changes to the information provided in this application.								
Applicant signature	Date (mmm/dd/yyyy)	Co-applicant signature	Date (mmm/dd/yyyy)					

Schedule A: Manulife One Sub-account Details

Complete if you are changing to Manulife One, rolling-in your second position Manulife One to first position, or requesting an increase to your Manulife One Credit Limit.

Mortgage details	Total me	ortgage amou	unt requested \$					
Note: For a Standard application type, any amount over 65% loan to value <u>must</u> be allocated to a term sub-account. For SBO and Investment application types, any amount over 50% loan to value <u>must</u> be allocated to a term sub-account.								
Manulife One sub-acc	ounts	Amount req	uested \$					
Fixed rate term sub-a G-month closed I 1-year open						ortized variable rate 5-year open /ariable rate (tracking sub-acco to 15 may be chosen)	ount)	
Payment frequency Monthly			principal payments fo Account on the last da		withdrawn	Amortization period requested	years	
Choose one of the fol	lowing fo	or term sub-a	ccount(s) requested:					
the principal payme exceeding 50% loa	nt. Note: an to valu ional prin	This is mand le for SBO or	latory for credit limit Investment applicat	s exceeding 65% loa ions.	an to value	verall credit limit of your account l for Standard applications and he overall credit limit of your acco	for credit limits	
Manulife One sub-acc	ounts	Amount req	uested \$					
Fixed rate term sub-a	🗌 1-ye	(up to 5 may b ar closed ar closed	be chosen)	 5-year closed 7-year closed 10-year closed 		ortized variable rate 5-year open /ariable rate (tracking sub-acco to 15 may be chosen)	punt)	
Payment frequency ☑ Monthly			principal payments fo Account on the last da		withdrawn	Amortization period requested	years	
Choose one of the fol	lowing fo	or term sub-a	ccount(s) requested:					
the principal payme exceeding 50% loa	nt. Note: an to valu tional prin	This is mand le for SBO or	latory for credit limit Investment applicat	s exceeding 65% loa ions.	an to value	verall credit limit of your account i for Standard applications and he overall credit limit of your acco	for credit limits	
						part of the application package. minimum \$5,000 initial balance.	You can have a	
maximum of 15 tracking sub-accounts and/or 5 term sub-accounts. Term sub-accounts must have a minimum \$5,000 initial balance. A note about Manulife One Creditor Insurance If you currently have a Manulife One Creditor Insurance policy, you may be required to reapply, depending on the type of request. Please carefully review each scenario below. The application for Manulife One Creditor Insurance will be included in the amended Operating Agreement we will send you once your application has been approved.								
 Credit limit increases a) If your requested credit limit is \$250,000 or less, you will not need to do anything further as the coverage will be adjusted to the higher borrowed amount. Please contact Manulife Financial toll-free at 1-866-388-7095 for any questions. b) If your current credit limit is \$250,000 or less and your requested credit limit is more than \$250,000, you will need to reapply for the additional coverage. If you do not reapply, your insurance coverage will remain in effect to a maximum amount of \$250,000. c) If your current credit limit is over \$250,000, you will not need to do anything as the coverage will include any increased amount. 								
 Roll-in from second position to first position a) If you are rolling-in your account to first position but the credit limit remains the same, you will not need to do anything as the coverage will continue. b) If you are requesting a roll-in and your current credit limit is increasing, you may need to reapply: i) If your requested credit limit is \$250,000 or less, you will not need to do anything as the coverage will continue. ii) If your current credit limit is \$250,000 or less and your requested credit limit is more than \$250,000, you will need to reapply for the additional coverage. If you do not reapply, your insurance coverage will remain in effect to a maximum amount of \$250,000. iii) If your current credit limit is over \$250,000, you will not need to do anything as the coverage will include any increased amount. 								
Changing to Manulife If you are changing you change is completed. T	ur mortgag					ent mortgage product will be cance tion will be required.	elled when the	

No creditor insurance

If you do not currently have a Manulife One Creditor Insurance policy, please review your insurance needs with your financial advisor. If you would like to apply for creditor insurance, complete the Creditor Insurance application provided with the Operating Agreement sent to you upon approval. You can also visit manulifebank.ca > Personal > Manulife One > About my account > Creditor Insurance or contact us at 1-877-565-2265 for more information.

Schedule B: Manulife Bank Select Mortgage Details

Complete if you are changing to Manulife Bank Select, rolling-in your second position Manulife Bank Select to first position or requesting a mortgage increase.

Mortgage details	Total morte	gage amount	requested \$									
Mortgage portion(s): P each portion requested (nent frequenc	cy for	Amou	nt req	uested \$				
Fixed term G-month closed I 1-year open	□ 1-year (□ 2-year (] 3-year closed] 4-year closed		ear closed ear closed] 10-y	/ear closed		Variable term 5-year ope 5-year clos	n	
Payment frequency						Amort	izatio	n period requ	ested			
Monthly, please spec	cify day of m	nonth (1st to 2	7th or 'last')					years				
Semi-monthly, 1st ar	nd 15th of ea	ach month			-	Payme	ent so	urce				
\Box Bi-weekly accelerated every other M T W T F (please circle day of the week)								inking account	t			
Bi-weekly non accele	-		VTF					mplete the Func		section below)		
Weekly accelerated	-									n another bank		
Weekly non-accelera	ated every I	MTWTF				(ple	ease co	mplete the Pre-/	Authorized	Debit (PAD) Agre	ement AB0523E)	
Additional mortgage po	ortion(s)	Amount r	equested \$									
Fixed term										Variable term		
6-month closed	1-year		3-year close		ear closed		_ 10-y	/ear closed		5-year ope		
1-year open	2-year	closed	4-year closed	d 🗌 7-y	ear closed					5-year clos	sed	
Payment frequency						Amort	izatio	n period requ	ested			
Monthly, please spec			7th or 'last')	· · · · · · · · · · · · · · · · · · ·				years				
Semi-monthly, 1st ar			F (1			Payment source						
Bi-weekly accelerate	•			e day of the v	veek)	Select banking account						
 Bi-weekly non accele Weekly accelerated 	-		VIF			(please complete the Funds transfer section below)						
□ Weekly non-accelera	-					Pre-Authorized Debit (PAD) from another bank account (please complete the Pre-Authorized Debit (PAD) Agreement AB0523E)						
Additional mortgage po			equested \$		-	(p.c				2001 (17.2)7 (3.0		
Fixed term	(/ _		•							Variable torm		
6-month closed	1-year	closed] 3-year closed	d □ 5-v	ear closed	Г	☐ 10-\	/ear closed		Variable term		
☐ 1-year open	2-year		4-year closed		ear closed				5-year closed			
• •			,	,			Inctio	a nariad racu	o o to d			
Payment frequency Monthly, please specified	sify day of m	onth (1st to 2)	7th or 'last')			Amortization period requested						
Semi-monthly, 1st ar					-	_		years				
Bi-weekly accelerate			F (please circ	e day of the v	week)	Payme						
Bi-weekly non accele	erated every	other M T V	VTF	-				nking accoun		section below)		
U Weekly accelerated	every M T	WTF				_ "		•		n another bank	account	
U Weekly non-accelera	ated every I	ИТWTF								Debit (PAD) Agre		
	If you would like to request more than three portions, please print another copy of this page and submit it as part of the application package. The maximum number of portions is five and the minimum mortgage amount required per portion is \$25,000.											
Funds transfers Complete this section if	you chose "	Select banking	g account" as t	he payment s	ource for y	our mo	ortgage	e. If you would	d like to a	uthorize the Ba	nk to	
arrange a one-time trans	sfer or a reg	ular recurring	funds transfer,	the following	informatio	n is als	so requ	lired:				
Other Financial Institution		Name of Accou	nt Owner(s)					Transit No.	Account	No.	Bank No.	
Amount requested \$			Frequency	One-time	transfer	□ Mo	onthly	🗌 Semi-m	onthly	U Weekly	Bi-weekly	

(continued)

Schedule B: Manulife Bank Select Mortgage Details (continued)

An amount equal to your first regular mortgage payment will be transferred to your Banking Account on or about the day your Mortgage is funded.

You can change the amount and/or frequency once your mortgage has funded.

A specimen personalized cheque, preprinted with your full name(s), marked VOID is attached to this Application (mandatory in order to proceed with funds transfer). If a VOID cheque is not available, then a Pre-Authorized Debit form or Bank Account Confirmation form completed by your current financial institution is required to verify the account information. Funds transfers can only be set-up with a bank account at another Canadian Financial Institution that offers this service. I(We) undertake to inform the Bank, in writing, of any change to the Account information provided in this Application at least five (5) business days prior to the next due date of a funds transfer.

I(We) warrant and guarantee that all persons whose signatures are required to sign for the external Account will sign on page 6 of this Application.

A note about Manulife Bank Select Creditor Insurance

If you currently have a Manulife Bank Select Creditor Insurance policy, you may be required to reapply, depending on the type of request. Please carefully review each scenario below. The application for Manulife Bank Select Creditor Insurance will be included in the amended Operating Agreement we will send you once your application has been approved.

Mortgage increases

a) If your new mortgage balance does not exceed the original insurance amount you were approved for, your coverage will continue.

b) If your new mortgage balance is greater than the original insurance amount you were approved for, your coverage will continue however only for the amount of coverage you already have. If you would like full coverage for your new mortgage amount, you will need to reapply.

Roll-in from second position to first position

- a) If you are rolling-in your account to first position but the mortgage amount remains the same, you will not need to do anything as the coverage will continue.
- b) If you are requesting a roll-in and your new mortgage balance is greater than the original insurance amount you were approved for, your coverage will continue however only for the amount of coverage you already have. If you would like full coverage for your new mortgage amount, you will need to reapply.

Product change to Manulife Bank Select

If you are changing your mortgage product to Manulife Bank Select, the insurance on your current mortgage product will be cancelled when the change is completed. The insurance will not transfer to the Manulife Bank Select account and a new application will be required.

No creditor insurance

If you do not currently have a Manulife Bank Select Creditor Insurance Policy, please review your insurance needs with your financial advisor. If you would like to apply for creditor insurance, complete the Creditor Insurance application provided with the Operating Agreement sent to you upon approval. You can also visit manulifebank.ca > Personal > Manulife Bank Select > About my account > Creditor Insurance or contact us at 1-877-565-2265 for more information.