



# Important Information and Reminders for your TD Waterhouse Private Investment Counsel Inc. account(s)

December 2021

- **Getting your Tax Slips**
- **Updates to legal agreements and disclosures**
  - **Updates to TD Waterhouse Private Investment Counsel Inc. Conflicts of Interest Statement, including TD Waterhouse Canada Inc. conflicts of interest, as custodian**
  - **Changes to the TD Waterhouse Private Investment Counsel Inc. Account and Services Agreements and Disclosure Documents**
  - **Changes to TD Waterhouse Private Investment Counsel Inc. – TD Waterhouse Canada Inc. Relationship Disclosure (Custody RDD)**
- **Leverage Risk Disclosure and Significant Shareholder Information**

## About this notification

Please read the summary of information we have provided in this notification carefully. **No other action is required on your part.**

If you have questions or need assistance, please contact your Portfolio Management Team.

## Getting your tax slips

The 2021 tax filing season is just a few months away. To help you start preparing, we've put together a schedule of when you can expect to receive the most common tax slips in the mail. Depending on the holdings in your account(s) and transactions, you will receive some or all the tax documents outlined below.

As a reminder:

- **March 1, 2022:** Last date for 2021 Registered Retirement Savings Plan (RRSP) contributions.
- **May 2, 2022:** Last date to file income tax returns for individuals.
- **June 15, 2022:** Last date to file your tax return if you are self-employed. If you owe a balance for 2021, pay it on or before April 30, 2022

Registered Accounts		
Document	Overview	Expected distribution date
RRSP Contribution Receipts	All RRSP Contributions	Week of January 3, 2022 for any contributions made between March 2 and December 31, 2021 Weekly starting January 10, 2022 for contributions made in the first 60 days of 2022.
NR4 Retirement Savings Plan (RSP)	Non-resident withdrawals from RSP	March 31, 2022
NR4 Retirement Income Fund (RIF)	Non-resident withdrawals from RIF	March 31, 2022
T4RSP	Withdrawals from RSP	February 28, 2022
T4RIF	Withdrawals from RIF	February 28, 2022
Relevé 2	Quebec residents — submitted with T4RSP/T4RIF	February 28, 2022
T4A/Relevé 1	Registered Education Savings Plan (RESP) withdrawals	February 28, 2022
T4A/Relevé 1	Registered Disability Savings Plan (RDSP) withdrawals	February 28, 2022

Non-registered Accounts		
Document	Overview	Expected distribution date
T5/R3 (Mutual Funds)	Income Distribution from Corporate Class Mutual Funds and High Interest Saving Account	Feb 28, 2022 from the fund company
T3/RL-16 (Mutual Funds)	Income Distribution and Return of Capital from Mutual Fund Trusts	March 31, 2022 from the fund company
T5/R3	Dividend and interest income equal to or greater than \$50	February 28, 2022
T5/R3	All Split Corporation income	February 28, 2022
T5008/RL-18	All dispositions (sales, redemptions and maturities) for the tax reporting year.	February 28, 2022
T3/RL-16	Trust unit income	March 31, 2022
T5013/RL-15	Partnership income	March 31, 2022
NR4	Distributions to non-residents	March 31, 2022
1042S	US Source Income* Reporting for Simple Trust, Grantor Trust, and Partnership reporting	March 15, 2022
1099INT	U.S. person receiving interest income	January 31, 2022
1099DIV	U.S. person receiving dividend income	January 31, 2022
1099B Substitute	U.S. person receiving proceeds from sale	February 15, 2022
Other non-government reports	Investment Income Summary if receiving a T5	February 28, 2022
	Trading Summary	February 28, 2022
	Summary of Trust Income, excluding Mutual Funds	March 31, 2022
	Pending Trust Unit Summary	March 31, 2022

- If you have questions about the delivery of your tax slip(s), please contact your Portfolio Management team. For specific tax advice, consult your tax advisor.

## Updates to legal agreements and disclosures

At TD Waterhouse Private Investment Counsel Inc., we are committed to keeping you informed, including providing you with required regulatory disclosures and important updates relating to your Account and Services Agreements and Disclosure Documents.

### **TD Waterhouse Private Investment Counsel Inc. Conflicts of Interest Statement, including TD Waterhouse Canada Inc. conflicts of interest, as custodian (COI)**

#### **Summary of changes effective November 1, 2021**

Changes to the COI described below are effective November 1, 2021. Please review the changes carefully and retain this notification for future reference.

If you would like the full text of the COI, please visit [www.td.com/picandtdwcico](http://www.td.com/picandtdwcico) or contact your Portfolio Management team.

**Conflicts related to referral arrangements with TD - Referral Fee Paid:** Referrals from a Wealth Advisor to PIC: We have simplified the Referral Fee structure regarding referrals from a Wealth Advisor to PIC. Under this new simplified fee structure, the **Referring Employee may receive a quarterly payment from 0% to 40% of revenues earned from consolidated assets over 12 months**. We also clarify that these referral fees will not affect fees that may be payable by you.

### **TD Waterhouse Private Investment Counsel Inc. | Account and Services Agreements and Disclosure Documents (ASA)**

#### **Summary of changes effective November 29, 2021**

Changes to the ASA described below will be effective November 29, 2021. Please review the changes carefully and retain this notification for future reference. If you would like the full text of the ASA, please visit [www.td.com/picasa](http://www.td.com/picasa) or contact your Portfolio Management team.

**Please note:** These changes apply to all agreements you have with TD Waterhouse Private Investment Counsel Inc., which incorporate the TD Waterhouse Private Investment Counsel Inc. ASA. In addition to housekeeping changes which we have made to the ASA, the following is a list of the key updates:

#### **Cash Account Agreement**

- **Paragraph 17, Trusted Contact Person and Temporary Holds:** We have included a new section on Trusted Contact Person and Temporary Holds to meet new requirements that are designed to protect vulnerable people.
- Canadian securities laws now require us to ask you for the name and contact information for a person that you trust and who is familiar with your personal circumstances ("Trusted Contact Person"). If you provide us with a Trusted Contact Person, we may contact them (and may share personal and confidential information about you and your account with them) to assist us in protecting your financial interests and assets when we have concerns about your personal or financial well-being. We are also permitted by law, to place a temporary hold on your account or a particular transaction if we reasonably believe that you are vulnerable and may be the subject or target of financial exploitation or where you are experiencing diminished mental capacity, which may affect your ability to make financial decisions.
- **Paragraph 18, Privacy Agreement:** We have made changes to this section, to address the addition of the Trusted Contact Person and Temporary Holds section. Changes to the Privacy Agreement:
  - confirm that we may collect personal information about you from your Trusted Contact Person;
  - include 'protection from financial exploitation' as one of the grounds for which we may collect and use your information; and
  - inform you that we may disclose your information to your Trusted Contact Person, and the circumstances under which we may make such disclosure.
- Importantly, we may now share "health-related information" with our affiliates to protect your financial interest and assets.

#### **Client Relationship Disclosure**

- We have made the following amendments:
- **Paragraph 5, Know Your Client and Suitability:** We have clarified that where we invest your account in TD Funds or products, we would generally not consider whether non-TD funds or products would be suitable for your account. We have also indicated that we may request certain "permitted clients" to waive the suitability assessment and the category of clients to whom the waiver is applicable.
- **Paragraph 6, Fees and Account Operating Costs:** For your reference, we have included as an attachment to the Agreement, a schedule of the fees charged by Private Investment Counsel. We have also clarified the impact of fees charged to your account.
- **Paragraph 8, Complaints Process:** We have made clarifications in this section regarding our acknowledgement of your complaints and the role of the TD Ombudsman in reviewing your complaints. We have also clarified that statutory limitation periods for taking legal action will continue to run while Private Investment Counsel, or the TD Ombudsman or the OBSI is reviewing your complaint.

# Changes to TD Waterhouse Private Investment Counsel Inc. – TD Waterhouse Canada Inc. Relationship Disclosure (Custody RDD)

## Summary of changes effective November 29, 2021

Changes to the Custody RDD described below will be effective November 29, 2021. Please review the changes carefully and retain this notification for future reference. If you would like the full text of the Custody RDD, please visit [www.td.com/picrdd](http://www.td.com/picrdd) or contact your Portfolio Management team.

In addition to housekeeping changes which we have made to the Custody RDD, the following is a list of the key updates:

- **Reporting to You:** We have clarified that we will deliver quarterly account statements to you and will only deliver monthly statements if you request them.
- **Conflicts of Interest:** We have updated the reference to the “Statement of Policies” section of your Custody ASA to refer, instead, to the TD Waterhouse Private Investment Counsel Conflicts of Interest Statement, including TD Waterhouse Canada Inc. Conflicts of Interest, as custodian. This Conflicts of Interest Statement replaced the Statement of Policies section of your Custody ASA in June 2021.
- **Fees and Compensation:** We have indicated that PIC will provide you with an annual report on charges or other compensation that are applicable to your Portfolio Management Account.
- **Risks Associated with Custody with TDW:** We have described in detail, the risks associated with assets being held by TDW.
- **Trusted Contact Person and Temporary Holds - For Clients who are individuals:** We have included a new section on Trusted Contact Person and Temporary Holds as described above under changes to the TD Waterhouse Canada Inc. Custody Account and Services Agreement and Disclosure Documents.

## Leverage Risk Disclosure and Significant Shareholder Information

### Important Information about Leverage Risk

Using borrowed money to finance the purchase of securities involves greater risk than a purchase using cash resources only. If you borrow money to purchase securities, your responsibility to repay the loan and pay interest as required by its terms remains the same, even if the value of the securities purchased declines.

An investment strategy that uses borrowed money could result in far greater losses than an investment strategy that does not use borrowed money. There may also be tax consequences to you if assets in your account must be sold in order to meet any obligations to repay the borrowed money or any interest owing.

### Important Notice for Insiders and Significant Shareholders

To maintain a level playing field for all investors, Canadian securities industry regulations require insiders and significant shareholders of publicly traded companies to disclose their status when opening a brokerage account, and to disclose any changes of status as they occur.

Insiders and significant shareholders are also required to disclose their status when placing trades on securities issued by, or related to, the company with which they are associated, when the trades are entered on any Canadian exchange or market.

The same declaration requirement applies if you have trading authority or power of attorney on another person's account and are placing trades on their behalf, and either you or the other person is an insider or a significant shareholder of the issuer's securities.

This requirement also applies to accounts where an insider/significant shareholder has a financial interest in, and/or a beneficial ownership interest in, an account. Insiders and significant shareholders must contact their Portfolio Manager and disclose their connection to the company before placing any such orders.

We value your business. To learn more, or to update your information with regard to your insider or significant shareholder status, including whether you are a reporting insider, please contact your Portfolio Management team.