

## DOCUMENT CHECKLIST (INDIVIDUALS)

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

This checklist is one of the forms you will need to mail with your subscription form. Please fill out your name and the date at the top right corner. Make sure you complete this document and attach it to your subscription documents as the **cover page**.

Check  each item on the checklist that is applicable to you and attach the checklist to your documents.

### Forms (to be completed and submitted by all investors)

1.	New Account Application – completed, dated and signed	<input type="checkbox"/>
2.	Subscription Form – completed and signed	<input type="checkbox"/>
3.	A cheque or bank draft, payable to Pendfund Income Fund Inc. in the amount of the Subscription Price	<input type="checkbox"/>
4.	Reinvestment Enrollment Participant Declaration Form if you would like to participate in the Dividend Reinvestment Plan – completed, dated, and signed	<input type="checkbox"/>
5.	A void cheque if you wish us to directly deposit the distribution cheque (only applicable for non-registered investments)	<input type="checkbox"/>
6.	A photocopy of your passport bio-data page or a photocopy of the front and back of driver license	<input type="checkbox"/>

### Additional Documents

7.	If you reside in:		
a.	British Columbia or Newfoundland and Labrador	complete, date and sign: <b>Risk Acknowledgement</b> (Form 45-106F4)	<input type="checkbox"/>
b.	Alberta, Saskatchewan, Ontario, New Brunswick or Nova Scotia	complete, date and sign the following: <b>Risk Acknowledgement</b> (Form 45-106F4) <b>Schedule 1 – Classification of Investors</b> <b>Schedule 2 – Investment Limits for Investors</b>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
c.	Manitoba or Prince Edward Island, you have to qualify as an eligible investor in order to invest (please refer to the <b>Eligible Investor Certification</b> to see if you qualify)  <i>Note: the Eligible Investor Certification is not required if your investment <b>does not exceed \$10,000 AND</b> you have received the <b>Offering Memorandum</b></i>	complete, date and sign the following: <b>Eligible Investor Certification</b> <b>Risk Acknowledgement</b> (Form 45-106F4)	<input type="checkbox"/> <input type="checkbox"/>
8.	If you are relying on the ACCREDITED INVESTOR EXEMPTION:		
		complete, date and sign the following: <b>Accredited Investor Certification</b> <b>Risk Acknowledgement for Individual Accredited Investors</b> (45-106F9)	<input type="checkbox"/> <input type="checkbox"/>

### Mailing Instruction (Document Checklist to be completed and submitted by all investors)

9.	Place the document checklist along with the documents (in the above listed order) in a sealed envelope and mail to:  Canada Penfund Mortgage Corporation 140-4392 West Saanich Road Victoria, BC V8Z 3E9	<b>ACCOUNT APPROVAL (INTERNAL USE ONLY)</b>  APPROVAL DATE: _____  AUTHORIZED SIGNATORY: _____  EXEMPTION: _____
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