

# FLEXIBLE PAYOUT SERVICE

## Instruction Form



For each type of Fixed Rate Distribution Securities\* that you hold in your account, unless you purchased these securities under the group fee option, you may elect to receive some or all of the regular monthly distributions in cash. **You cannot use the Flexible Payout Service to receive cash distributions on Fixed Rate Distribution Securities that you hold in a registered account, other than a TFSA, unless that account is a nominee account.** Instructions that you provide by submitting this form will override any other instructions that you have provided about the payment of the distributions that you receive on the securities that you have identified on this form.

### 1. PLAN INFORMATION

Account Number: \_\_\_\_\_  New Account  Existing Account

Planholder: \_\_\_\_\_  
Last Name (or Company Name) First Name

Joint Owner: \_\_\_\_\_  
(if applicable) Last Name First Name

### 2. DEALER/REPRESENTATIVE INFORMATION

Dealer Account Number: \_\_\_\_\_  
(if applicable)

Dealer Name: \_\_\_\_\_ Dealer Number: \_\_\_\_\_  
Company Name

Representative Name: \_\_\_\_\_ Representative Number: \_\_\_\_\_  
Last Name First Name

### 3. CASH PAYOUT INSTRUCTIONS

For each type of Fixed Rate Distribution Securities that you hold in your account, unless you purchased these securities under the group fee option, you may elect to receive some or all of the regular monthly distributions in cash. You may provide your monthly cash payout instructions in one of two ways: as a dollar amount (not to exceed the maximum % allowable for the series), expressed in the currency in which you purchased the securities, or as a percentage rate up to 8%. If you specify a percentage rate, we will calculate your monthly cash payout preference by multiplying that percentage rate by the net asset value per security at the end of the most recent calendar year (or, if no Fixed Rate Distribution Securities of that type were outstanding on that date, the date in the current calendar year on which these securities were first offered for purchase), multiplying that product by the number of securities you own, and dividing the result by 12. **No matter what monthly cash payout preference you specify on a particular type of Fixed Rate Distribution Securities, the monthly cash payout that you receive cannot exceed the amount distributed on the securities. Therefore, the monthly cash payout that you receive may be less than your monthly cash payout preference.**

Any portion of a distribution that is not paid to you in cash will be reinvested. **If the amount to be reinvested is less than the net asset value per security for the Fixed Rate Distribution Securities on which you received the distribution, it will not be reinvested; instead, the entire amount of the distribution will be paid to you in cash.**

The instructions that you provide below apply only to the regular monthly distributions on the Fixed Rate Distribution Securities. Any year-end distribution on Fixed Rate Distribution Securities will be reinvested; you cannot receive any portion of this distribution in cash.

|    | Fund Code | Fund Name | Monthly Cash Payout Preference |
|----|-----------|-----------|--------------------------------|
| 1. | MFC _____ | _____     | \$ _____ or _____ %            |
| 2. | MFC _____ | _____     | \$ _____ or _____ %            |
| 3. | MFC _____ | _____     | \$ _____ or _____ %            |
| 4. | MFC _____ | _____     | \$ _____ or _____ %            |
| 5. | MFC _____ | _____     | \$ _____ or _____ %            |

If you wish to provide instructions for more than five types of Fixed Rate Distribution Securities that you hold in your account, use a separate Instruction Form.

\* For a complete list of Fixed Rate Distribution Securities, refer to the simplified prospectus for the Mackenzie funds.

#### 4. PAYMENT INSTRUCTIONS

If your account is a nominee account: We will pay the monthly cash payouts in the manner that your nominee has specified to us.

If your account is a client name account: If you have already provided direct deposit instructions to us, we will pay the monthly cash payouts in accordance with those instructions. If you have not already provided direct deposit instructions to us, specify the method of payment you prefer:

- Deposit directly to my bank account\* (void specimen cheque attached)
- Send cheque to the address you have on file for me

\* You may not select this method for Fixed Rate Distribution Securities purchased under Mackenzie's U.S. Dollar Settlement Option. Cash payouts on these securities will be paid by cheque in U.S. dollars.

#### 5. HOW SWITCHES AFFECT YOUR INSTRUCTIONS

If you switch some or all of your investment in one type of Fixed Rate Distribution Securities to another type of Fixed Rate Distribution Securities, provided none of these securities was purchased under the group fee option, how we will handle subsequent distributions depends on what instructions that you have provided to us:

|                    |  | Receiving Fund  |  |   |
|--------------------|--|---|--|---|
|                    |  | Active instructions <sup>1</sup> provided as a dollar amount  | Active instructions <sup>1</sup> provided as a percentage rate       | No instructions provided  |
| Relinquishing Fund | Instructions provided as a dollar amount   | If you switch <u>all</u> of your investment in the relinquishing fund to the receiving fund, we will generally add your instructions for the relinquishing fund to your instructions for the receiving fund. <sup>2</sup><br><br>If you only switch <u>a portion</u> of your investment in the relinquishing fund to the receiving fund, we will contact you to obtain updated instructions. <sup>3</sup> | We will continue to follow your instructions for the receiving fund. | If you switch <u>all</u> of your investment in the relinquishing fund to the receiving fund, we will generally apply your instructions for the relinquishing fund to the receiving fund. <sup>2</sup><br><br>If you only switch <u>a portion</u> of your investment in the relinquishing fund to the receiving fund, we will contact you to obtain updated instructions. <sup>3</sup> |
|                    | Instructions provided as a percentage rate | We will continue to follow your instructions for the receiving fund.  | We will continue to follow your instructions for the receiving fund. | We will contact you to obtain updated instructions. <sup>3</sup>  |
|                    | No instructions provided                   | We will continue to follow your instructions for the receiving fund.  | We will continue to follow your instructions for the receiving fund. | We will take no action.   |

- If you have provided instructions in respect of the receiving fund and these instructions have become inactive (because your account held no investment in the receiving fund immediately prior to the switch), we will not reactivate these instructions. Instead, we will contact you to obtain updated instructions. See note 3.*
- However, if you switch your investment from securities purchased under Mackenzie's U.S. Dollar Settlement Option to securities not purchased under this option, or vice versa, we will contact you to obtain updated instructions. See note 3.*
- Although we will use our best efforts to contact you and obtain updated instructions from you, it is your responsibility to ensure that updated instructions are provided to Mackenzie in a timely manner. If we do not obtain updated instructions from you, we will take no action. Generally, this means that we will not set up or change instructions for the receiving fund, nor will we change instructions for the relinquishing fund.*

#### 6. SIGNATURES

I/we hereby direct and authorize Mackenzie Financial Corporation to implement the instructions I/we have provided in this Instruction Form, subject to the terms and conditions described in this Instruction Form.

\_\_\_\_\_  
Planholder Signature (required for client name accounts)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joint Owner Signature (if applicable – required for client name accounts)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Representative Signature (required for all account types)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dealer Authorized Signature (required for nominee accounts)

\_\_\_\_\_  
Date

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**MACKENZIE**  
Investments