

An Overview of Your Plan Options

The City of Leduc Plan Number 1007

RBC Group Retirement Savings Plan (GRSP)

The City of Leduc encourages all employees to prepare for their long-term financial security. To help you save for retirement, The City of Leduc has established a group savings plan with RBC Group Financial Services for your benefit. This plan provides qualified investment professionals to help you review your goals and select the appropriate investment options.

HOW YOUR PLAN WORKS

Each eligible employee sets up their RBC Group Retirement Savings Plan (GRSP) account which allows you to contribute directly from your paycheque. When you establish your account, an RBC investment professional will help you select from a diverse range of investment options. Your RBC Group Retirement Savings Plan (GRSP) enrolment kit provides more information on your options and requirements.

ELIGIBILITY

You are eligible to join the plan if you are permanent full-time, permanent part-time, or temporary with a term equal to or greater than two (2) years. Contributions should be a fixed dollar amount with the minimum per pay being \$25.

GETTING STARTED

To start your plan, simply call 1-800-Royal® 1-1 (1-800-769-2511) or visit your local RBC branch or visit your local RBC branch in Leduc by calling 780-980-7530 to book an appointment. For further information, please contact your Benefits Administrator, Elaine Bilar at 780-980-7143 or by e-mail at ebilar@leduc.ca.

SPOUSAL OPTION

You may choose to direct all or a portion of your contributions to a Spousal Plan.

INVESTMENT OPTIONS

Your investment options are outlined in your RBC enrolment kit. Additional information is also available online by visiting www.rbcinvestments.com/gfs.

ADVICE/DECISION MAKING TOOLS

RBC provides advice from qualified investment professionals and investor profile tools to determine your asset allocation profile. Educational materials, tools and calculators are also available at www.rbcinvestments.com/gfs to help you determine contribution amounts, and projected future balances and income requirements.

STATEMENTS

Statements are issued quarterly. If you do not receive a statement, please contact RBC at 1-800-769-2511.

RETIREMENT OR TERMINATION OPTIONS

Once you reach retirement or terminate membership in the plan, you can:

- a) Maintain an individual account with Royal Bank
- b) Transfer your investments to another financial institution
- c) Redeem your funds for a cash payment (subject to applicable withholding taxes)
- d) Transfer your balance to a RIF (Retirement Income Fund) to generate retirement income

General Contact Information

For more information on your plan, please call RBC at 1-800-769-2511, visit your local RBC branch or our website at www.rbcinvestments.com/gfs.

RBC Group Savings Plans are products of RBC Group Financial Services, a division of RBC Asset Management Inc.

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