Financial Services Commission of Ontario

Ontario

User Guide
Contact Person Authorization
FSCO Family Law Form 3

IMPORTANT

You may want to get legal advice before completing the form.

Complete this form if you want to authorize a contact person (your lawyer or another person) to communicate with the pension plan administrator (Plan Administrator) about the calculation and division of your Family Law Value. [Note: "Family Law Value" means "imputed value" under the Ontario *Pension Benefits Act*.]

If you have a person who is acting on your behalf under a power of attorney for property or a court order, do not complete this form. Instead, provide the Plan Administrator with a certified copy of the power of attorney for property or the court order.

Send this form to the Plan Administrator with your **Application for Family Law Value (FSCO Family Law Form 1)**. **DO NOT SEND THIS FORM TO THE FINANCIAL SERVICES COMMISSION OF ONTARIO (FSCO).**

Part A
Pension Plan Information

Identify the pension plan. The name and registration number of the pension plan will usually be found in pension plan brochures, member booklets and the annual pension statements given to the Plan Member. The Plan Administrator can also give you this information.

If you know the name of the employer, union or professional association sponsoring the pension plan, the plan registration number or plan name, you can also search for information about the Plan Administrator on FSCO's website (www.fsco.gov.on.ca). Go to the FSCO Pension Plan Information Access web page and click on Pension Plan Information Access. Please note that not all pension plans are listed on FSCO's website.

If you need further assistance in obtaining information about a pension plan that is registered with FSCO, contact FSCO at (416) 226-7776 or toll-free at 1-800-668-0128 (extension 7776).

Part B
Identify Yourself

Identify who you are by filling in your name and checking the applicable box.

The Plan Member's employee or pension plan identification number is the number assigned to the Plan Member for identification purposes by the Plan Administrator or employer. The Plan Member's identification number can usually be found in the annual pension statements given to the Plan Member. The Plan Administrator may also give you this information. If you do not know this number, you may indicate that you do not know this information.

Part C
Identify Your Contact Person

Complete this section to identify who your contact person will be.

Once the Plan Administrator receives a complete **Application for Family Law Value (FSCO Family Law Form 1)**, including all required documents and the fee (if any), you will be provided with a copy of the **Statement of Family Law Value (FSCO Family Law Form 4)** care of your contact person.

Part D
Your Authorization for the Contact Person

Authorize your contact person by signing, printing your name and dating this form in the presence of a witness. Note that your witness:

- may not be your spouse/former spouse;
- must be at least 18 years of age;
- must **see you sign** this form; and,
- must also sign, print his/her name and date this form immediately after seeing you sign and date this form (this means that you and your witness must sign on the same date).