

How To Invest

HOW TO PURCHASE PREFERRED SHARES IN BANCORP BALANCED MORTGAGE FUND II LTD.

Step One

Download and review the offering memorandum

Step Two

Download and review the most recent financial statement of the fund

Step Three

Decide whether you are buying as an investment in your name or as an investment in your RRSP or RRIF.

- *If you are investing in own name (non RRSP/RRIF) please refer to the directions on page two of this document.*
- *If you are investing in a RRSP or RRIF please refer to the directions on page three of this document.*

If you are purchasing your shares in your own name. (if not see next page for RRSP/RRIF directions)

1. Download the Share Subscription Agreement form or complete online then print.
 2. Complete the form as follows:
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PAGE 1

- Indicate you are purchasing BBMF
- Indicate the number of shares being purchased
- Record the purchase price (# of shares x \$1) (online form fills this in automatically)
- Initial the appropriate "Province of Residence"
- Initial for receipt of form 45-103F3

PAGE 3

- Initial the appropriate choice for payment of dividends (re-invest automatically or send you a cheque)

PAGE 3/4

- Sign the form where indicated and complete the name, address, phone number, etc.
- If the investment will be made in joint names, the second subscriber must also sign and complete the information. Indicate joint tenants or tenants in common
- Have the signatures of the subscribers witnessed as indicated
- If the subscriber is a corporation, partnership, or any other legal entity etc, complete the "Corporation..." section.

FORM 45-103F3

- Insert the purchase price of the shares (online form fills this in for you).
- If a financial planner is entitled to a commission, insert the amount here and the name of the planner.
- Date and sign the form. If the investment will be in joint names, the second subscriber must also sign and complete the information.

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3. Make out a cheque for the amount of the investment and forward the cheque with the completed subscription form to:

**Bancorp Balanced Mortgage Fund Ltd.
1420 - 1090 West Georgia Street
Vancouver, B.C., V6E 3V7**

If you are purchasing the shares inside your RRSP or RRIF:

Note: *Before you can purchase any Bancorp fund inside your RRSP or RRIF you must verify with the Trustee of your plan that the security is eligible to be held inside the plan they offer. Many RRSP Trustees restrict the types of investments they allow in the plan they offer. In addition, the Trustee of your RRSP/RRIF may have additional forms they require you to complete.*

Download the Share Subscription form or complete online then print.
Complete the form as follows:

PAGE 1

- Indicate that you are purchasing BBMF
- Indicate the number of shares being purchased
- Record the purchase price (# of shares x \$1) (online form fills this in automatically)
- Initial the appropriate "Province of Residence"
- Initial for receipt of form 45-103F3

PAGE 3

- Initial the appropriate choice for payment of dividends (re-invest automatically or send you a cheque)

PAGE 4

- Sign the form where indicated and complete the name, address, phone number, etc.
- Have the signature of the annuitant witnessed as indicated
- Have the plan Trustee complete their information

FORM 45-103F3

- Insert the purchase price of the shares (online form fills this in for you).
- If a financial planner is entitled to a commission, insert the amount here and the name of the planner.

Forward the complete subscription form directly to the Trustee of your RRSP/RRIF along with any additional forms they may require.

The Trustee of your plan is responsible to complete the information on page 3 of the subscription form and to forward the form and a cheque for the amount being invested to:

**Bancorp Balanced Mortgage Fund Ltd.
1420 - 1090 West Georgia Street
Vancouver, B.C., V6E 3V7**