

Letter of Intent of Plan Termination

[Company Letterhead]

COMPANY NAME: Policy number:

This notice is to inform you that the above named GRSP will be transferred effective immediately to Wealthsimple. The final GRSP contribution to the existing plan will be made on [INSERT DATE].

Please provide Wealthsimple all the information needed to assist in advising our employees during this transfer, including list of:

- Name
- Account number
- Assets amount per participant
- (if applicable) Redemption fee amount and date of maturity of assets.

If you have any questions or wish to discuss this further, please don't hesitate to speak with me directly at [INSERT NUMBER, EMAIL].

Sincerely,

[INSERT NAME]

Employee Email template

Hello [NAME],

We're thrilled to announce the launch of our new Group Retirement Savings Plan (GRSP) with Wealthsimple. Wealthsimple is Canada's leading financial technology company that offers a broad suite of financial products. They leverage technology to provide better service at a fraction of the cost many providers charge today.

GRSPs are a great way to save for retirement or major purchases such as your first home or additional education. You receive immediate tax relief since contributions are pre-tax and the GRSP account is tax-sheltered.

[INSERT PLAN MATCHING INFORMATION HERE]

Wealthsimple will organize the transfer of accounts from [current provider] in the coming weeks. These funds will be transferred from [current provider] in cash and reinvested according to which portfolio you select when you set up your Wealthsimple account. In the meantime, you will be able to make contributions to your GRSP account through Wealthsimple. Your first GRSP contributions will be applied to payroll on [DATE].

Setting up an account requires just 3 easy steps from you:

1. Set up a Wealthsimple GRSP account
2. Accept and eSign your account agreement
3. Enter how much you want to contribute

You will receive an email invitation from Wealthsimple to set up your GRSP account in the coming days. If you need extra help, watch this [step-by-step video](#).

If you already have a Wealthsimple profile, please click on the link to login using your existing profile and your GRSP account will be automatically linked to your existing profile. If you do not have a Wealthsimple profile, follow the link to create one and be sure to sign up with your personal email address so that you always have access to this account.

What makes Wealthsimple different from traditional retirement providers?

- Low fees – 0.5% management fee vs. 2–3% for actively managed mutual funds
- User-friendly, award-winning platform
- Easy portfolio selection
- Access to on-demand financial experts
- Socially Responsible Investing (SRI) and Halal portfolios available
- [optional, if provided by employer] Option to transfer funds into a self-directed trading account
- [optional, if provided by employer] Free withdrawals and transfers

Additional Resources

Wealthsimple provides a wealth of information in their mobile app and website to help you invest your money such as their [Personal Finance 101](#), [Investing Master Class](#), and [FAQs](#). But if you find you still need help, they have a team of licenced portfolio managers that are available for 1:1 meetings. You can book a call [here](#).

External template

1. Social media post

Announcing our exciting partnership with @Wealthsimple...

Expanding our list of comprehensive employee benefits, we're proud to announce our new Group Retirement Savings Plan (GRSP) with WealthSimple for Work – the leading group retirement savings program in Canada. Low fees and intelligent portfolios make Wealthsimple the smarter way to help our employees with long-term savings, whether that's for retirement, a home purchase, or continuing education.

We look forward to helping all our employees grow their financial health as they grow with us.

Want to join our team? Visit our careers page to see open roles: [<link>](#)

2. Blog post

At [company name], we believe it's important to invest in our people. This includes a total rewards package that helps them thrive — both at work and outside of it.

Adding to our list of comprehensive employee benefits, we're proud to announce our partnership with [WealthSimple for Work](#) – the leading group retirement savings program in Canada – to create our Group Retirement Savings Plan (GRSP). Low fees and intelligent portfolios make Wealthsimple the smarter way to help our employees with long-term savings, whether that's for retirement, a home purchase, or continuing education.

Our Wealthsimple Group Retirement Savings Plan (GRSP) includes the following features:

- [any conditions of enrolment e.g. 1-year of employment with the company]
- [any employer matching]
- Personal and group RRSP on the same platform
- Access to 1:1 sessions with portfolio managers
- Award-winning platform that lets you monitor performance and make changes easily
- Socially Responsible Investing (SRI) and Halal portfolios available

We look forward to helping all our employees grow their financial health as they grow with us.

Want to join our team and take advantage of this and many other outstanding benefits? Visit our [<link> careers page <link>](#) to see open roles.