SUN LIFE GIFS ILLUSTRATION TOOL QUICK REFERENCE GUIDE

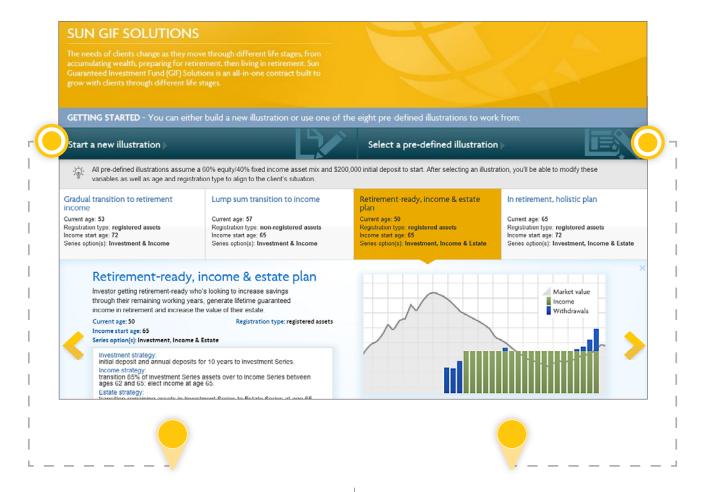


GETTING STARTED	3
TWO WAYS TO BEGIN AN ILLUSTRATION	3
Presenting a plan	3
Presenting a concept	3
SUN GIF SOLUTIONS	
CLIENT INFORMATION	5
SOLVE FOR DEPOSIT	
TRANSACTIONS	10
UNDERSTANDING THE GRAPH	12
Total or Series level market value	12
Potential guaranteed income	12
The Age slider	13
Lifetime guaranteed income	13
Withdrawals	13
REPORT DESIGN	14
CLIENT REPORT	15
TRANSACTION TYPES	16
TRANSACTION TYPES	16
SUN LIFETIME ADVANTAGE GIF	19
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION	19 20
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION	19 20 23
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION	19 20 23
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2	19 20 23 25 26
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2	19 20 23 25 26 26
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 2	19 20 23 25 26 26 26
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 2 Annual income resets 2	19 20 23 25 26 26 26 26
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 2 Annual income resets 2 The Age slider 2	19 20 23 25 26 26 26 26 27
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 2 Annual income resets 2 The Age slider 2 Lifetime income reset 2 Lifetime guaranteed income 2 Withdrawals 2	19 20 23 25 26 26 26 27 27 27
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 3 Annual income resets 3 The Age slider 3 Lifetime income reset 3 Lifetime guaranteed income 3 Withdrawals 3 REPORT DESIGN 2	19 20 23 25 26 26 26 27 27 27
SUN LIFETIME ADVANTAGE GIF CLIENT INFORMATION 1 SOLVE FOR DEPOSIT 2 TRANSACTIONS 2 UNDERSTANDING THE GRAPH 2 Market value 2 Initial minimum income 2 Annual income resets 2 The Age slider 2 Lifetime income reset 2 Lifetime guaranteed income 2 Withdrawals 2	19 20 23 25 26 26 26 27 27 27

This guide helps you navigate and better understand how to use the Sun GIF Solutions and Sun Lifetime Advantage GIF illustration tools. It highlights specific features and provides useful tips and hints to guide you through building an illustration and report for clients.

GETTING STARTED

Two ways to begin an illustration



PRESENTING A PLAN

Start a new illustration allows you to enter specific transactions and plan details to show the client what their investment and income might look like.

Selecting this option will take you to the **CLIENT INFORMATION** tab.

PRESENTING A CONCEPT

Select a pre-defined illustration allows you to choose from eight pre-defined illustrations representing different client profiles.

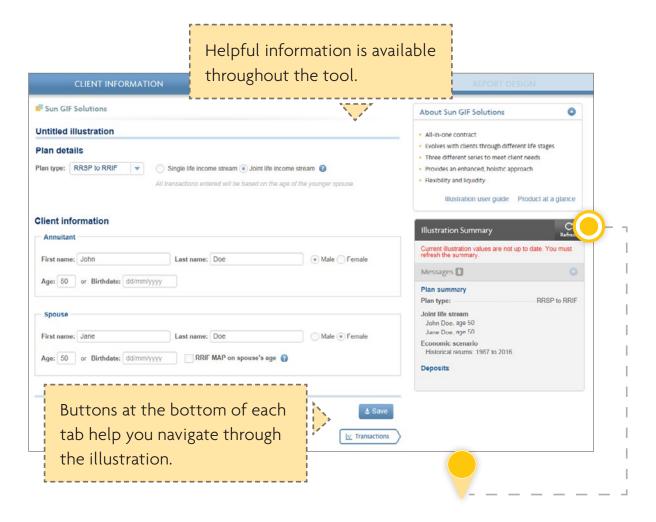
Selecting a pre-defined illustration displays more detail about the profile such as profile description, the investment strategy, and a sample graph.

This method is a quick and easy way to learn how the tool and product generally work.



CLIENT INFORMATION

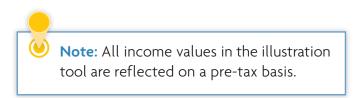
When starting a new illustration, most fields have default options. You can change any of the fields to match the client's information.



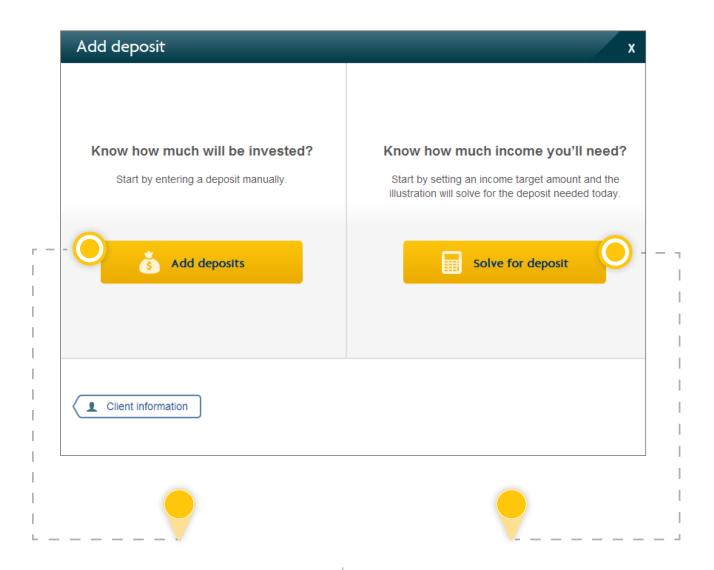
If you select a pre-defined illustration, fields such as **Plan type** and **Age** are pre-populated. You can edit these fields with the client's information.

The **Illustration summary** recaps the information you've entered or selected (if you used a pre-defined illustration).

Notifications appear in the messages section of the **Illustration summary** for fields that require editing due to errors.



(Only appears if you start a new illustration)



Add deposits takes you to the TRANSACTIONS tab where you enter the first deposit.

Solve for deposit takes you through five quick screens that show you how to meet the client's income goal.



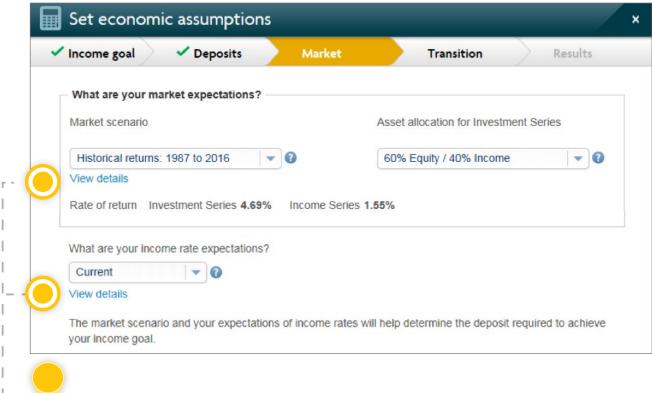
In the illustration, clients who are three or more years from taking income are invested into Investment Series before transitioning into Income Series.

If they're less than three years from taking income, all deposits go directly into Income Series.

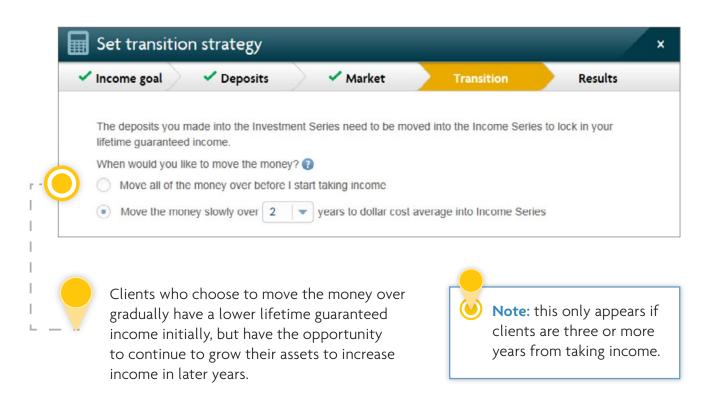


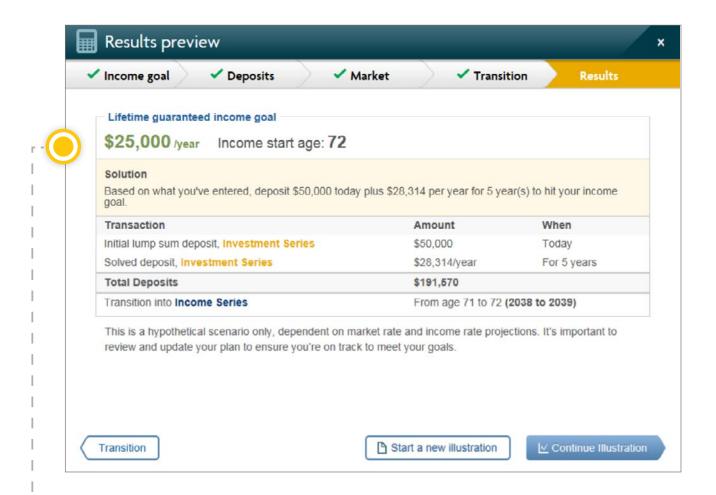


Hint: Use recurring deposits with a first-year deposit for clients transferring money and making yearly contributions.



The View details links open a PDF that explains in more detail the different income rates and economic scenarios you can choose.



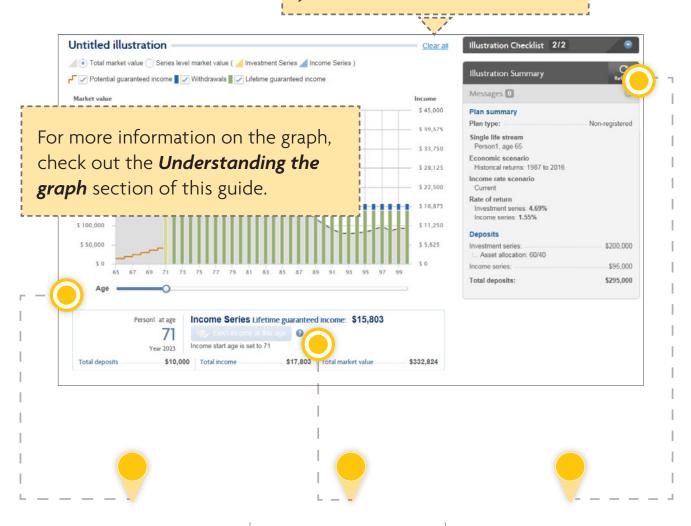




This summarizes the deposit needed today to meet the client's income goal. If you make any changes on the **TRANSACTIONS** tab, you may no longer meet the client's income goal.

Transactions listed here are illustrated on the **TRANSACTIONS** tab.

By selecting **Clear all**, all transactions are removed and you start with a blank scenario.



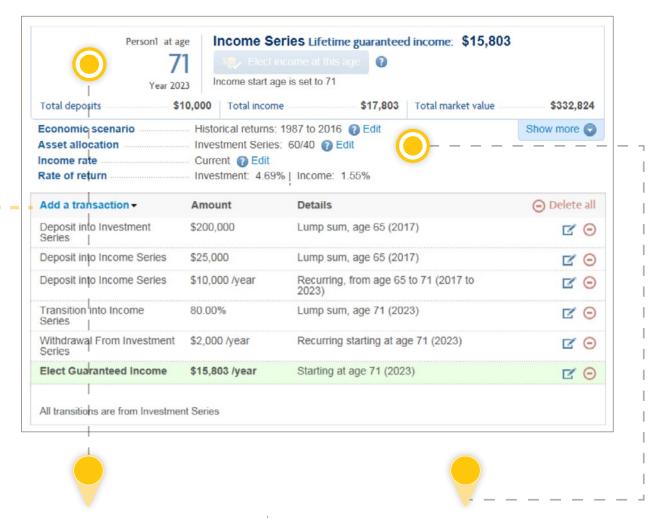
This is the **Age** slider. Moving the slider changes the age income starts and adjusts the lifetime guaranteed income amount in the data pane below the graph.

The Elect income at this age button allows you to elect income based on the position of the age slider.

The Illustration checklist guides you through the required steps to complete the illustration. Be sure to fulfill all requirements before moving on.



For more information about each transaction type and details on registered retirement income fund (RRIF) plan types, check out the *Transaction types* section of this guide.

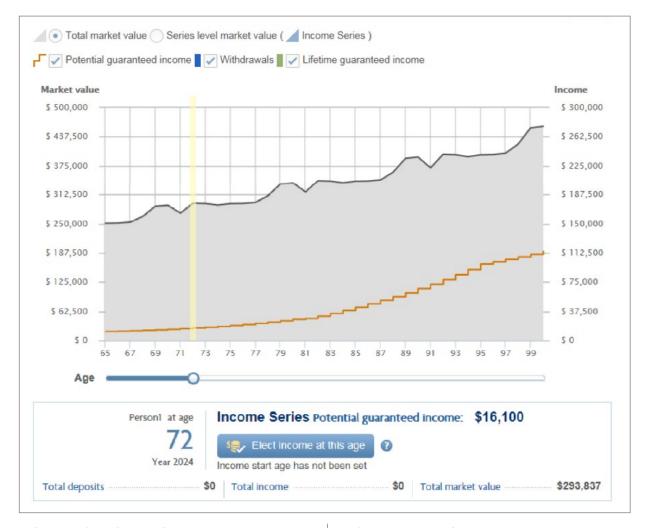


This area summarizes all of the assumptions chosen for the illustration.

You can customize the economic scenario, asset allocation and income rate scenario. Otherwise, default options are selected.

Understanding the graph

The graph is responsive and updates to reflect every transaction you enter. The information below explains everything you see in the graph, including a before and after electing income scenario.



TOTAL OR SERIES LEVEL MARKET VALUE

The mountain graphs in the background represent market value. Choose between viewing the total market value of the entire product or broken down by each series. Refer to the left axis of the graph for the market value.

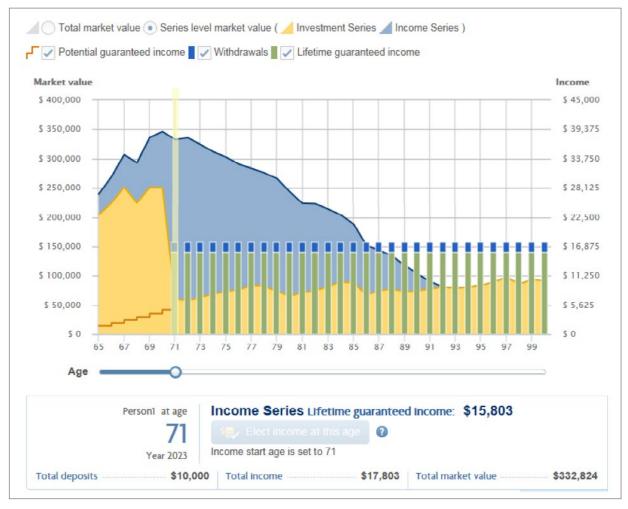
POTENTIAL GUARANTEED INCOME

The orange line represents the potential lifetime guaranteed income at each age before electing income. It appears when there's money in Income Series. Refer to the right axis for the income amount.

THE AGE SLIDER

The blue slider beneath the graph is the age slider. Moving this changes the values that appear beneath the graph such as the lifetime guaranteed income. Select the **Elect income at this age** button to lock in the lifetime guaranteed income the client may receive.

Highlight that the Series level market view is selected (by clicking on that choice in the top row)



The market value, potential guaranteed income and age slider also appear in this graph. However, after electing income you also see:

LIFETIME GUARANTEED INCOME

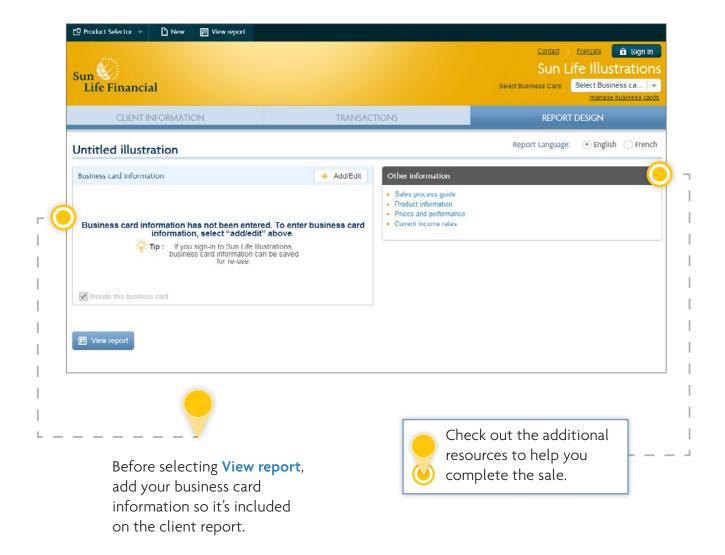
Lifetime guaranteed income is represented by the green bars.

Refer to the right axis for the income amount.

WITHDRAWALS

Withdrawals above the lifetime guaranteed income or withdrawals from Investment or Estate Series are represented by the blue bars. This can top up income to meet the RRIF minimum annual payment (MAP) or an excess withdrawal. Refer to the right axis for the income amount.

REPORT DESIGN

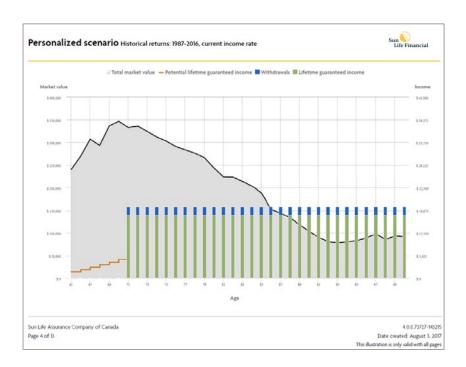


There are two key sections of the client report starting on page four: the **Personalized scenario** and **Negative scenario** sections. The **Personalized scenario** section captures detailed information related to the illustration you've run. The **Negative scenario** section includes the same information as the **Personalized scenario** section but assumes a -2% market return with a decreasing income rate scenario. The **Negative scenario** section is included to show clients what their investment and income could look like during times of poor market conditions.

14

CLIENT REPORT

This page presents the graph for the *Personalized scenario*. It shows all transactions, but only the total market value is presented rather than the market value by series. Refer to the *Understanding the graph* section for more detail about the graph.



Following the graph is a detailed chart that includes: transactions, market value, income, market return and death benefit guarantee for each series. It shows values for each year from the client's current age until age 100.

Year		Investment Series					Income Series							
	Age	Market return	Deposits (5)	Transitions (5)	Withdrawals (5)	Dec. 31 market value (5)	Death benefit guarantee (5)	Market return	Deposits (5)	Potential Idetime guaranteed income (5)	Lifetime guaranteed income (5)	Total withdrawals (5)	Dec. 31 market value (5)	Death benefit guarantee (5
2017	65	5.37%	200,000			204,404	150,000	1.01%	35,000	1,628			35,149	26,250
2018	66	9.61%				224,050	150,000	0.14%	10,000	2,149			45,213	33,75
2019	67	12.19%				251,371	150,000	0.75%	10,000	2,716			55,625	41,25
2020	68	-10.82%				224,169	150,000	4.82%	10,000	3,333			68,788	48,75
2021	69	11.90%			+	250,849	150,000	8.28%	10,000	3.985			85,313	56.25
2022	70	-0.14%				250,505	150,000	0.73%	10,000	4,688			96,004	63,75
2023	71	23.64%		(200,404)	2,000	59,944	29,011	-5.93%	210,404		15,803	15,803	272,880	209,74
2024	72	-0.20%			2,000	57,824	28,061	7.86%			15,803	15,803	277,973	198,07
2025	73	11.81%			2,000	62,653	27,193	-0.25%	-		15,801	15,803	261,498	186,80
2026	74	13.04%			2,000	68,823	26,425	-1.07%			15,803	15,803	242,977	175,44
2027	75	9.05%			2,000	73,052	25,721	1.013			15,801	15,803	229,594	164,10
2028	76	7.47%			2,000	76,506	25,065	0.14%	-		15,803	15,803	214,105	152,81
2029	77	11.86%			2,000	83,577	24,480	0.75%			15,803	15,803	199,844	141,58
2030	78	1.27%			2,000	82,634	23,901	4.82%		-	15,803	15,803	193,330	130,66
2011	79	-90/%			2,000	71,140	21,265	8.28%		-	15,803	15,803	192,945	120,41
2012	80	-8.35%			2.000	65.032	22.571	0.733		-	15.803	15,803	178,489	110.60
2013	81	12.44%			2,000	71,120	21,953	-5.93%			15,803	15,803	152,542	100,48
2014	82	8.04%			2,000	74,836	21,382	7.86%			15,803	15,803	148,172	90,48
2015	83	12.09%			2,000	81,881	20,872	-0.254			15,803	15,803	132,020	60,82
2016	84	10.98%			2,000	88,875	20,413	-1.07%		-	15,803	15,803	114,883	21,05
2017	85	1.14%	-		2,000	87,886	19,959	1.014		-	15,803	15,803	100,185	61,16
2018	86	+21.21%			2,000	67,226	19,182	0.14%			15,801	15,803	84,513	51,69
2019	87	13.59%			2.000	74,363	18.874	0.75%			15.803	15,803	69.287	42.06
2010	88	7.22%			2,000	77,736	18.401	4.82%			15.803	15,801	56,478	32.71
2041	89	-1.90%			2,000	72,705	17,908	8.28%			15,803	15,803	44,761	23,94

Lifetime guaranteed income is the amount the client is guaranteed to receive for the rest of their life once income is elected. **Withdrawals** reflect all money received from the contract. Withdrawals may be higher than the lifetime guaranteed income in order to satisfy the RRIF MAP.

The Contract entering Income Series guaranteed payment phase bar represents the point when the lifetime guaranteed income continues even if there's no market value in Income Series.

Potential lifetime guaranteed income is the amount the client is guaranteed to receive once money is deposited to Income Series but before income is elected. This is helpful for understanding the benefit of deferring income.

TRANSACTION TYPES

There are a variety of transaction options available. Some transactions are only applicable to a specific series.



Note: All transactions occur at, and are based on, the market value at the beginning of each year.

DEPOSITS

You can add a lump-sum deposit, recurring deposits or both to any of the three series.

- A lump-sum deposit is a single deposit in the year you selected.
- Recurring deposits are multiple deposits that repeat every month or year depending on the duration and frequency selected.

TRANSITIONS

A transition moves money from Investment Series to either Income or Estate Series. You can create a lump-sum transition, recurring transitions or a "gradually over time" transition.

- Lump-sum transition
 - A lump-sum transition is a single transition in the year you selected.
- Recurring transitions

Recurring transitions are multiple transitions that repeat every year over the duration you selected. Use this method if you want to transition a certain percentage or dollar amount each year, for example: 10% of the market value or \$10,000 each year for 10 years.

- Gradual transition over time
 - This is a single amount (\$ or %) transitioned gradually over the duration you selected. Use this method if you want to move all or a portion of the investment over a number of years, for example: 100% or \$100,000 over 10 years.

WITHDRAWALS

You can create a one-time withdrawal from any of the three series or set up recurring withdrawals from Investment and Estate Series. However, you can only illustrate one recurring withdrawal at a time from each series.

ELECT LIFETIME GUARANTEED INCOME

This transaction allows you to select the age the client would like to start receiving lifetime guaranteed income. This can be done through the **Add transactions** dropdown or by selecting the **Elect income at this age** button beneath the graph.

TRANSACTION TYPES

TIPS:

For the registered retirement savings plan (RRSP) to RRIF plan type, there are two ways to satisfy the RRIF MAP.

- Under the **Recurring withdrawal** transaction, select the RRIF MAP method. Lifetime guaranteed income may automatically be elected if there isn't enough money in Investment or Estate Series. If there is money in Income Series only, this won't be an option and you'll have to elect lifetime guaranteed income instead.
- Under the **Elect lifetime guaranteed income** transaction, the client must elect income by age 72.

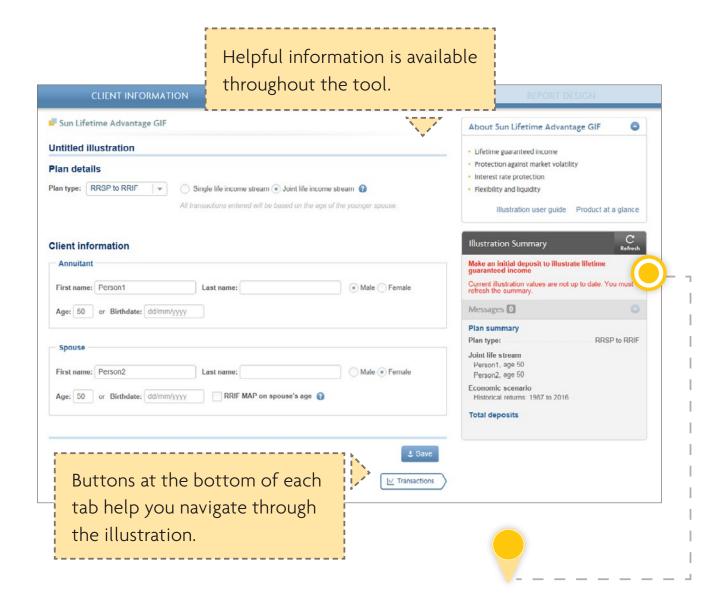
For the RRIF plan type, there are two ways to satisfy the RRIF MAP.

- Under the **Recurring withdrawal** transaction, select the RRIF MAP method at the client's current age or the following year. Lifetime guaranteed income may automatically be elected if there isn't enough money in Investment or Estate Series. If there is money in Income Series only, this won't be an option and you'll have to elect lifetime guaranteed income instead.
- Under the **Elect lifetime guaranteed income** transaction, the client must elect income at their current age or the following year.

17



CLIENT INFORMATION

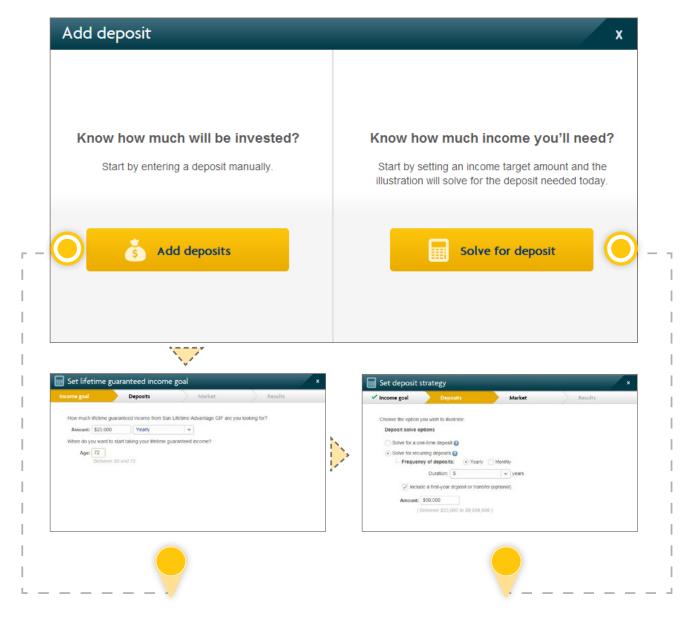


Most fields have default options.

You can change any of the fields to match the client's information.

The **Illustration summary** recaps the information you've entered.

Notifications appear if any steps are required or fields require editing due to an error.

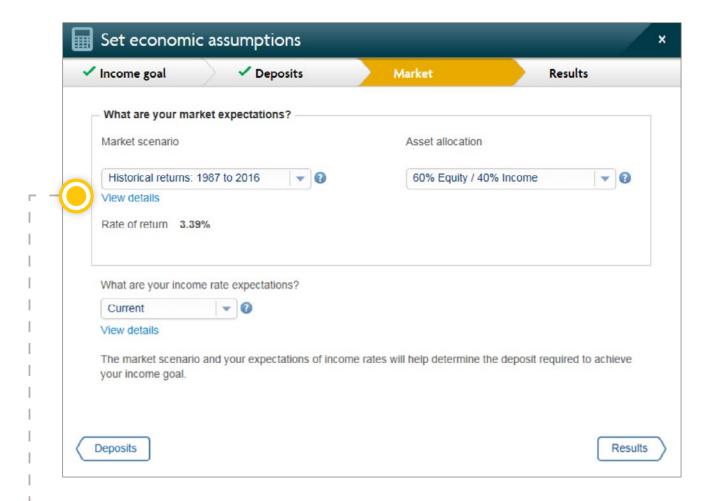


Add deposits takes you to the TRANSACTIONS tab where you enter the first deposit.

Solve for deposit takes you through four quick screens to meet the client's income goal.

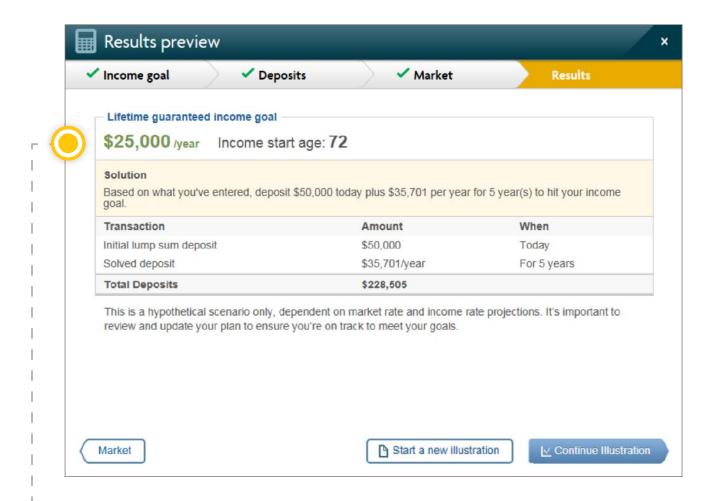


Hint: Use recurring deposits with a first-year deposit for clients transferring money and making yearly contributions.





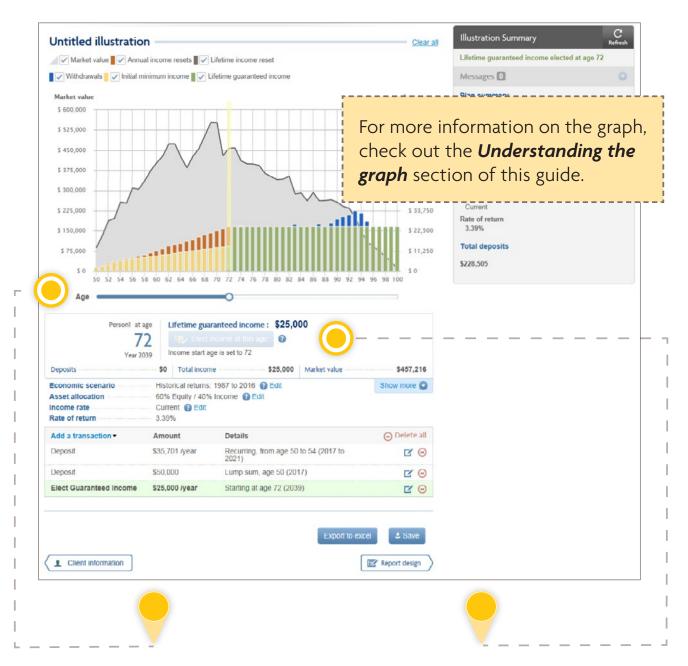
The View details links open a PDF that explains in more detail the different income rates and economic scenarios you can choose.





This summarizes the deposit needed today to meet the client's income goal. If you make any changes on the **TRANSACTIONS** tab, you may no longer meet the client's income goal.

Transactions listed are illustrated on the **TRANSACTIONS** tab.

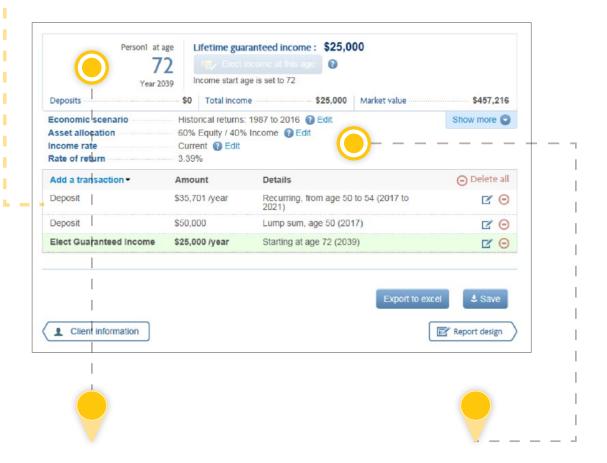


This is the **Age** slider. Moving the slider changes the age income starts and adjusts the lifetime guaranteed income amount in the data pane below the graph.

The **Elect income at this age** button allows you to elect income based on the position of the age slider.



For more information about each transaction type and details on RRIF plan types, check out the *Transaction types* section of this guide.



This area summarizes all of the assumptions for the illustration.

The economic scenario, asset allocation and income rate scenario have default options, but you can customize these fields with your own assumptions.

Understanding the graph

The graph is responsive and updates to reflect every transaction you enter. The information below explains everything you see in the graph, including a before and after electing income scenario.



MARKET VALUE

The mountain graph in the background represents market value. Refer to the left axis of the graph for the market value.

INITIAL MINIMUM INCOME

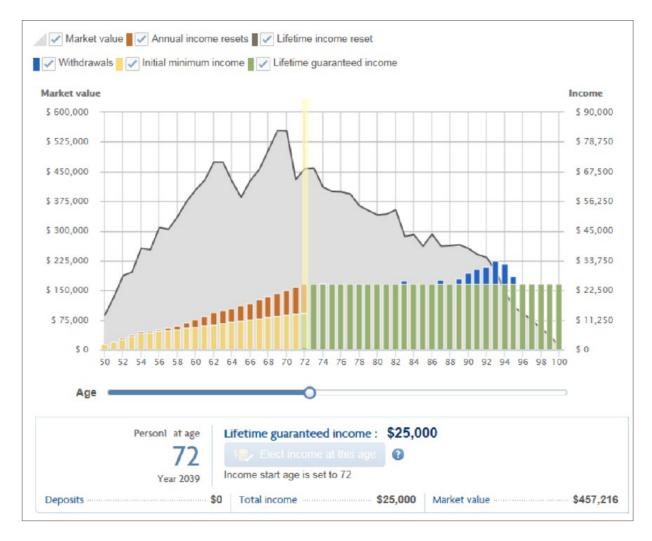
The yellow bars represent the potential initial minimum income the client could receive. It increases every year until income is elected. Refer to the right axis for the income amount.

ANNUAL INCOME RESETS

Annual income resets can occur every year leading up to the election of income. These resets are represented by the orange bars. Refer to the right axis for the income amount.

THE AGE SLIDER

The blue slider beneath the graph is the age slider. Moving this changes the values that appear beneath the graph, such as the minimum income. Select the **Elect income at this age** button to lock in the lifetime guaranteed income the client may receive.



The market value, initial minimum income, annual income resets and age slider also appear in this graph. However, after electing income you also see:

LIFETIME INCOME RESET

The lifetime income reset is another reset that occurs just before electing income. It's represented by the grey bar above the annual income reset. Refer to the right axis for the income amount.

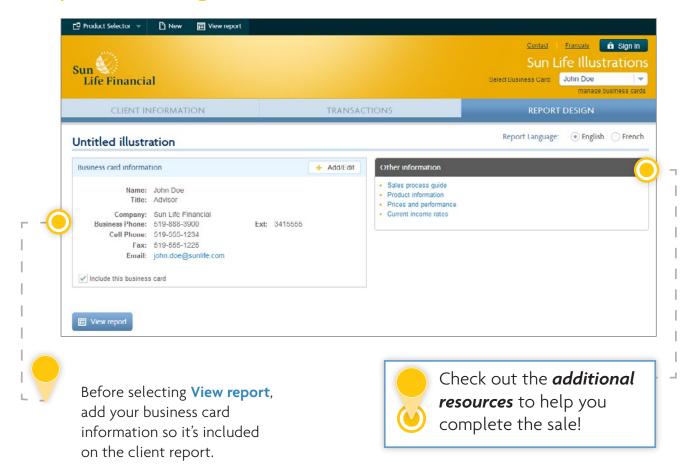
LIFETIME GUARANTEED INCOME

Lifetime guaranteed income is represented by the green bars. Refer to the right axis for the income amount.

WITHDRAWALS

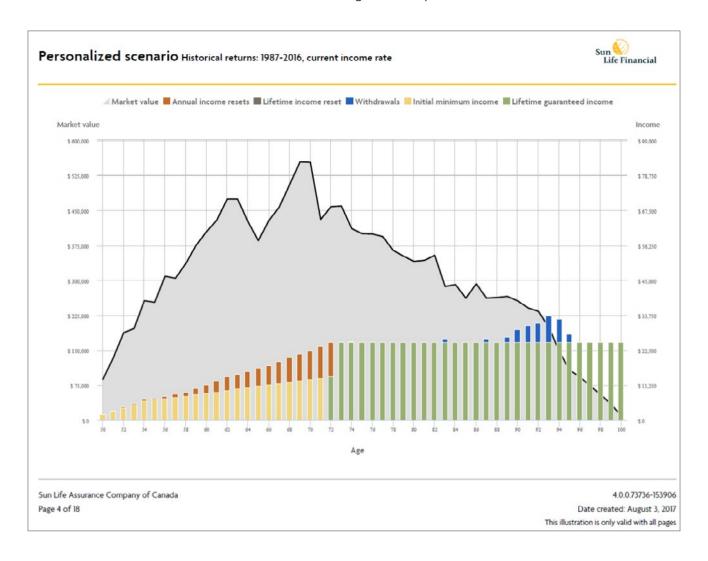
Withdrawals above and beyond the lifetime guaranteed income are represented by the blue bars. This can top up income to meet the RRIF MAP or an excess withdrawal. Refer to the right axis for the income amount.

Report design



CLIENT REPORT

There are two key sections of the client report starting on page four: the **Personalized scenario** and **Negative scenario** sections. The **Personalized scenario** section captures detailed information related to the illustration you've run. The **Negative scenario** section includes all of the same information as the **Personalized scenario** section but assumes a -2% market return with a decreasing income rate scenario. The **Negative scenario** section is included to show clients what their investment and income could look like during times of poor market conditions.

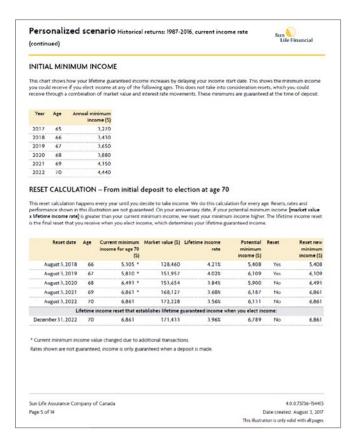


This page presents the graph for the *Personalized scenario*.

Refer to the *Understanding the graph* section for more details about the graph.

CLIENT REPORT

The following pages outline the convenient Set, Reset, Collect process.



	ME DETA	ILS					
Year	Age	Return	Deposits (S) T	otal withdrawals (S) Dec.	Manarket value Tife	time guaranteed	Death benefit
	- Mar		Diposition 1	ora musamas (s) Dec.	(5)	income (S)	guarantee (5
2017	65	4.06%	110,000		111,840		82,500
2018	66	8.26%	10,000		131,903		90,000
2019	67	10.81%	10,000		157,247		97,500
2020	68	-11.94%	10,000		147,278		105,000
2021	69	10.52%	10,000		173,829		112,500
2022	70	-1.38%		8,278 *	163,156	6,861	107,068
2023	71	22.13%		8,158 *	190,429	6,861	102,324
2024	72	-1.44%		10,055 *	177,678	6,861	96,867
2025	73	10.43%		9,595 *	186,298	6,861	91,972
2026	74	11.65%		10,302 *	197,340	6,861	87,257
2027	75	7.70%		11,189 *	201,116	6.861	82,564
2028	76	6.14%		11,705 *	201,565	6,861	77,964
2029	77	10.48%	-	12,054 *	210,311	6,861	73,631
2030	78	0.01%		12,976*	197,351	6,861	69,088
2031	79	-10.21%		12,552 *	164,981	6,861	64,322
2032	80	-9.50%		10,856 *	138,757	6,861	59,777
2033	81	11.05%	-	9,463 *	144,292	6,861	55,973
2034	82	6.70%		10,216 *	143,538	6,861	52,184
2035	83	10.71%		10,593 *	147,983	6.861	48.594
2036	84	9.62%		11,409 *	150,507	6,861	45,085
2037	85	-0.12%	-	12,161*	138,172	6,861	41,443
2038	86	-22.23%		11,758 *	96,428	6,861	37,190
2039	87	12.19%		8,669 *	99,143	6,861	34,081
2040	88	5.90%		9,468 *	95,341	6.861	30.948
2041	89	-5.10%		9,734*	80.906	6,861	27.674
2042	90	3.57%		8,892 *	74,793	6,861	24,700
2043	91	6.22%		8,915 *	70,336	6,861	21,868
2044	92	5.02%		9,186*	64,525	6,861	19,100
2045	93	-1.19%		9,350 *	54,446	6,861	16.312
2046	94	3.63%		8,897 *	47,413	6,861	13,708
2047	95	4.06%		8,909*	40,303	6,861	11,197
2048	96	8.26%	-	8,061 *	35,315	6,861	9.063
2049	97	10.81%		7,063 *	31,737	6,861	7,350
2050	98	-11.94%	-	6,861	21,471	6,861	5,647
2051	99	10.52%	-	6,861	16,545	6,861	3,937
	100	-1.38%		6.861	9.500	6.861	2.292

SET – We set an initial minimum income based on the client's initial deposit. The chart under *initial minimum income* shows the potential income the client could receive each year leading up to electing lifetime guaranteed income. The last row of the chart is the starting point for the first reset.

RESET – Every year leading up to the election of income, a reset to the client's potential minimum income will occur. The **reset calculation** section provides details of each reset including the lifetime income reset (final reset) that establishes the client's lifetime guaranteed income when they elect income.

COLLECT – The *income details* section includes all of the transactions, market value, lifetime guaranteed income and death benefit guarantee from the client's current age until age 100. The Contract entering guaranteed payment phase bar represents the point when the lifetime guaranteed income continues even though there's no contract market value.

TRANSACTION TYPES

There are a variety of transaction options available.



Note: All transactions occur at, and are based on, the market value at the beginning of each year.

DEPOSITS

You can add a lump-sum deposit, recurring deposits or both to this contract. A lump-sum deposit is a single deposit in the year you selected. Recurring deposits are multiple deposits that repeat every month or year depending on the duration and frequency selected.

WITHDRAWALS

You can create a one-time withdrawal from the product. This could have a negative impact on the lifetime guaranteed income.

ELECT LIFETIME GUARANTEED INCOME

This transaction allows you to select the age the client would like to start receiving lifetime guaranteed income. This can be done through the **Add transactions** dropdown or by selecting the **Elect income at this age** button beneath the graph.

TIPS:

For the **RRSP to RRIF plan type**, the client must elect income by age 72 to satisfy the RRIF MAP. For the **RRIF plan type**, the client must elect income at their current age or the following year to satisfy the RRIF MAP.



CONTACT INFORMATION:

For further questions or support, please contact your Wealth Sales Team. Email: supportwealth@sunlife.com

Life's brighter under the sun

