

Sun Permanent Life
(one insured person)

Policy number: LI-1234,567-8

Owner: Jim Doe

SAMPLE

The following policy wording is provided solely for your convenience and reference. It is incomplete and reflects only some of the general provisions that may be found in some of our insurance policies. We periodically make changes to policy wording and therefore this incomplete sample may not duplicate the wording of any actual issued policy. It is not to be construed or interpreted in any manner as a contract or an offer to contract. The actual policy issued to any given client will govern that relationship.

Table of contents

Policy summary	3
Schedule of guaranteed premiums	5
Schedule of guaranteed cash values.....	6
Schedule of guaranteed reduced paid-up insurance amounts	7
If you change your mind within 10 days.....	8
Contesting the policy	8
The death benefit for basic insurance coverage	9
Making a claim for the death benefit	9
Paying for your policy	10
Borrowing money from your policy (policy loans)	11
Applying for non-smoker classification on the insured person	12
Your right to change this policy to reduced paid-up life insurance	12
Your right to cancel this policy.....	13
Other information about your policy	13
Insurance terms	14

SAMPLE

Policy summary

In this document, *you* and *your* mean the owner of this policy. *We, us, our,* and *the company* mean Sun Life Assurance Company of Canada.

Your policy is issued and underwritten by Sun Life Assurance Company of Canada, a member of the Sun Life Financial group of companies.

It's important that you read your entire policy carefully. It sets out the benefits payable and has exclusions and reductions of coverage. To help you understand insurance terms, refer to the explanations described under the heading, *Insurance terms*.

Plan: **Sun Permanent Life**

Policy number: LI-1234,567-8

Policy date: January 1, 2017

Owner: Jim Doe

No contingent owner was named on your application. You must tell us in writing if you want to name a contingent owner.

Insured persons: John Doe
born on March 1, 1978
age nearest on the policy date: XX

Beneficiary: is named on your application, unless you make a change in writing.

This is not a participating policy. You are not eligible to receive dividends.

Policy summary (continued)

Sun Permanent Life

Basic insurance coverage

Insured persons:

John Doe

Insurance amount:

\$X,XXX,XXX

A death benefit is payable when the insured person dies, as described later.

Premium payment period:

Payable to age 100

Risk classification: (if age 17 or older)

Non-smoker / Smoker

Risk classification: (if less than age 17)

On the policy anniversary nearest the 18th birthday of the insured person, we will classify them as a smoker. If the insured person is a non-smoker at that time, you may apply to have them classified as a non-smoker. If we approve the non-smoker classification as described later, the premium will be lower than under a smoker classification.

SAMPLE

Schedule of guaranteed premiums

You must pay all premiums for this policy by the premium due date.

Premiums are due monthly, on the 1st day of the month, starting on January 1, XXXX.

Premiums for the basic insurance are payable until the earlier of January 1, XXXX or the date the insured person dies.

For the following schedule, the monthly premium is in the last column. The monthly premium is the applicable annual premium multiplied by .09. The numbered columns show the applicable annual premium for basic insurance and optional benefits, if any are included.

(1) Basic insurance

Beginning on	(1)	(Monthly) premium (\$)
1 Jan XXXX	XXX.XX	XXX.XX
1 Jan XXXX	XXX.XX	XXX.XX
1 Jan XXXX	XXX.XX	XXX.XX

SAMPLE

Schedule of guaranteed reduced paid-up insurance amounts

The guaranteed reduced paid-up insurance amounts are shown in the schedule below.

January 1	Guaranteed reduced paid-up insurance amount (\$)
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX
XXXX	XXX,XXX

E14000A

If you change your mind within 10 days

You may send us a written request to cancel your policy within:

- 10 days of receiving it from us, or
- 60 days after the policy is issued, whichever date is earlier.

You are considered to have received your policy 5 days after it's mailed from our office, or on the date your advisor delivers it to you.

When we receive your written request we'll refund any amount paid. This is called rescission.

Your decision to cancel your policy is your personal right. When we receive your request to cancel it, all of our obligations and liabilities under this policy end immediately. The cancellation is binding on you and any person entitled to make a claim under this policy, whether their entitlement is revocable or irrevocable.

To cancel your policy, send your request in writing to:

Sun Life Assurance Company of Canada
227 King Street South
PO Box 1601, Stn. Waterloo
Waterloo ON Canada N2J 4C5

E14005A

Contesting the policy

The incontestability provisions set out in the provincial or territorial insurance legislation applicable to this policy apply.

Limit on contesting

We cannot challenge the validity of the policy after it has been in effect continuously for two years from the later of the date it took effect and the date it was last reinstated. If the policy is amended to increase or change a benefit or improve a rating, we cannot challenge the validity of the amendment after it has been in effect continuously for two years from the later of the date the amendment took effect and the date the policy was last reinstated.

Exception to the limit on contesting

We can challenge the validity of the policy or an amendment at any time in cases of fraud or cases involving a disability benefit.

The death benefit for basic insurance coverage

When we pay

We pay a death benefit to the named beneficiary for the basic insurance coverage when the insured person dies while this policy is in effect. We determine the death benefit as of the date they died. The amount we pay is:

- the insurance amount in effect
- **plus** any balance in the withdrawable premium fund
- **minus** any unpaid premiums, including interest
- **minus** any outstanding policy loans, including interest.

This policy ends on the date the insured person dies.

When we will not pay (exclusions)

We will not pay the death benefit if the insured person dies before reaching the age of 15 days.

We will not pay the death benefit if the insured person takes their own life, regardless of whether the insured person has a mental illness or understands or intends the consequences of their action(s), within 2 years of the later of:

- the most recent date the application for this policy was signed
- the policy date, shown on the *Policy summary*, or
- the most recent date your policy was put back into effect, if it has been reinstated.

The policy ends on the date the insured person dies. Instead of paying the death benefit, we will pay an amount equal to:

- the premiums paid for this policy
- **plus** any balance in the withdrawable premium fund
- **minus** any unpaid premiums, including interest
- **minus** any outstanding policy loans, including interest.

If your policy has been put back into effect, the amount we pay will be equal to:

- the premiums paid for this policy since the most recent date it was reinstated
- **plus** any balance in the withdrawable premium fund
- **minus** any unpaid premiums, including interest
- **minus** any outstanding policy loans, including interest.

If you replaced insurance that was issued by us

If any insurance in this policy is the result of replacing insurance that we issued, we determine the amount payable for the part that is replacing insurance, based on the effective date of your previous insurance.

Making a claim for the death benefit

To make a claim, contact your advisor or call us at the toll free phone number shown at the beginning of this policy. We will send the appropriate form to be completed. The person making the claim must complete the form and give us the information we need to assess the claim, including proof that the insured person died while their coverage was in effect.

Physicians may charge a fee to complete certain forms. The person making the claim is responsible for any fee.

Before we pay a death benefit, we must verify the insured person's date of birth. If the date of birth on the application is incorrect, we'll adjust the death benefit to the amount that would have been payable based on the premiums paid and the correct date of birth.

E16030A

Paying for your policy

Premiums for this policy

We will provide you with the benefits described in this policy if you pay the required premiums by the due date. Payments must be made to Sun Life Assurance Company of Canada. The *Schedule of guaranteed premiums* describes your premium guarantees. We have the right to refuse cash payments.

If you do not pay a premium when it's due, we will deduct the amount due as follows:

- if there's money in the withdrawable premium fund, we will withdraw the amount owing from this fund
- any remaining unpaid premium still owing 31 days after the due date will be paid by automatic premium loan if there is sufficient net cash value in your policy.

Withdrawable premium fund

If you send us more than you owe to keep the policy in effect, we will hold the excess amount in the withdrawable premium fund. We may set a maximum amount that you can have in the fund. You may use this fund to pay premiums at any time.

The amount in your premium fund earns interest daily. The interest is compounded annually. We set the interest rate each day based on short-term interest rates. Interest earned on your premium fund is taxable.

You may withdraw money from your premium fund at any time, subject to our minimum withdrawal rules.

We may charge a fee for these withdrawals. We determine the amount of any fee we charge.

Automatic premium loan

The automatic premium loan is initiated by us and is only available to pay unpaid premiums. The amount of the automatic premium loan cannot be more than the net cash value of your policy.

If the amount of your automatic premium loan, including interest, becomes greater than the cash value, your policy will end 31 days later unless we receive a payment within that period to keep your policy in effect. We set the minimum amount of this payment.

We charge interest on the loan each day. The interest is compounded annually. This means the interest accumulates and we add it to the balance of the loan at the end of the policy year. We set the interest rate on the date the loan is taken and tell you the interest rate charged on the loan. At each policy anniversary, we change the interest rate to the rate we would charge on new loans on your policy on that date, whether a new loan is taken or not.

You may repay your automatic premium loan at any time. Any automatic premium loan is a policy loan.

If any loan is outstanding at the time a death benefit is payable, the amount of the loan plus interest will be deducted from the amount we pay to the beneficiary.

If premiums are not received

If the amount you are required to pay is not paid, your policy ends 31 days after it's due. If your policy ends this way, it has lapsed.

Putting your policy back into effect

We will not put this policy back into effect if you cancelled it. If your policy ended because it lapsed, you may apply to put it back into effect if all the persons insured under the basic insurance coverage are alive on the date the policy lapses. This process is called reinstatement.

If you want to put your policy back into effect, you must:

- apply within 2 years of the policy ending
- give us new evidence of insurability, that we consider satisfactory, for all of the insured persons, and
- make a payment equal to:
 - the unpaid premiums, including interest, owing from the date the policy ended up to the date it is reinstated, and
 - the amount of any outstanding policy loans on the date the policy ended, including interest, accumulated to the date of reinstatement.

We will tell you when we approve your application to reinstate your policy. If we don't approve your application, we'll refund the amount you paid when you applied.

Reinstating while disabled

We will not put this policy back into effect if you cancelled it. If an *Owner waiver disability benefit* or *Total disability waiver benefit* is included and your policy lapsed while you or an insured person is disabled, you may apply to put this policy back into effect, without giving us new evidence of insurability.

The conditions that must exist for us to consider your application are:

1. The policy must have ended by lapse before a claim was made for the disability benefit or after a claim was made but before we completed our claim assessment
2. You must apply within 1 year of the date the policy ended by lapse
3. The disabled person must have been disabled when the policy lapsed and their disability continued for at least 6 consecutive months
4. You must apply before the end date of the disability benefit on the insured person shown on the *Policy summary*
5. You must give us proof, that we consider satisfactory, of the disability and the length of time the insured person was disabled, and
6. All persons insured under the basic insurance coverage must be alive when you apply and continue to be alive on the date we reinstate your policy.

E16035A

Borrowing money from your policy (policy loans)

You may borrow money from your policy. The maximum amount you may borrow is:

- the net cash value of your policy
- **minus** interest on the guaranteed cash value for 1 year at our current loan interest rate.

We set the minimum amount you can borrow.

We may charge a fee when you borrow money from your policy. We determine the amount of any fee we charge.

If the amount of your policy loan, including interest, becomes greater than the cash value, your policy will end 31 days later unless we receive a payment within that period to keep your policy in effect. We set the minimum amount of this payment.

We charge interest on the loan each day. The interest is compounded annually. This means the interest accumulates and we add it to the balance of the loan at the end of the policy year. We set the interest rate on the date the loan is taken and tell you the interest rate charged on the loan. At each policy anniversary, we change the interest rate to the rate we would charge on new loans on your policy on that date, whether a new loan is taken or not.

You may repay your policy loan at any time.

If any loan is outstanding at the time a death benefit is payable, the amount of the loan plus interest will be deducted from the amount we pay to the beneficiary.

[E16040A \(if the insured person is less than 17 years of age\)](#)

Applying for non-smoker classification on the insured person

This provision applies if an insured person was age nearest 16 or younger on the date their basic insurance coverage took effect.

On the policy anniversary nearest the insured person's 18th birthday, we will classify them as a smoker. If this person is a non-smoker at that time, you may apply to have them classified as a non-smoker.

If applying before the policy anniversary nearest the 19th birthday

If you apply between the policy anniversary nearest the insured person's 17th birthday and the policy anniversary nearest their 19th birthday, we require a non-smoker declaration signed by the insured person and you, the owner.

If applying on or after the policy anniversary nearest the 19th birthday

If you apply on or after the policy anniversary nearest the insured person's 19th birthday, we require new evidence of insurability on the insured person. The application must be signed by the insured person and you, the owner.

If we approve your application, the insured person will be classified as a non-smoker and your premium will be changed beginning on the policy anniversary nearest the insured person's 18th birthday or on the date we approve your application if you apply after this date. We will tell you what the new premium will be.

[E16050A](#)

Your right to change this policy to reduced paid-up life insurance

While premiums are payable, you may apply to change your policy to a reduced paid-up life insurance policy. This means your policy will continue with a reduction in the basic insurance amount and you no longer pay premiums. The earliest you may request this change is 8 years after the policy date shown on the *Policy summary*.

The net cash value determines the reduction in the basic insurance amount. The guaranteed reduced paid-up insurance amounts for this policy are shown on the *Schedule of guaranteed reduced paid-up insurance amounts*. The reduced paid-up insurance amount will be lower than the amount shown if there is an outstanding policy loan when you apply to change your policy to reduced paid-up life insurance. Any outstanding policy loans will reduce the net cash value used to calculate the reduced death benefit.

If we approve your application, we will change your policy to reduced paid-up life insurance effective as of the date we received your written request or on any later date you indicate in your request.

On the date your policy is changed to reduced paid-up life insurance:

- you can no longer pay premiums
- you can no longer put money into the withdrawable premium fund, and
- all optional benefits end.

E16055A

Your right to cancel this policy

You may cancel your policy at any time. Your decision to cancel your policy is your personal right. The cancellation is binding on you and any person entitled to make a claim under this policy, whether their entitlement is revocable or irrevocable.

All of our obligations and liabilities under this policy end immediately on the date we receive your request to cancel your policy or on any later date you indicate in your request.

To cancel your policy, send your request in writing to:

Sun Life Assurance Company of Canada
227 King Street South
PO Box 1601, Stn. Waterloo
Waterloo ON Canada N2J 4C5

If you apply to cancel your policy within the first 10 days of receiving it from us, we will treat this as a rescission. This is described under the heading, *If you change your mind within 10 days*.

If you cancel your policy after the 10th day of receiving it from us, we'll pay you the net cash value of this policy plus any balance in the withdrawable premium fund.

E14065A

Other information about your policy

Information about our contract with you

Once your policy is in effect, the following documents make up our entire contract with you:

- your application for insurance, including any evidence of insurability, and
- this policy, including any amendments.

All of our obligations to you are contained in the documents described above. Any other document or oral statement does not form part of this contract. This policy or any part of this policy may not be amended or waived except by a written amendment signed by two authorized signing officers of the company.

Time limit for recovery of insurance money

Every action or proceeding against an insurer for the recovery of insurance money payable under the contract is absolutely barred unless commenced within the time set out in the Insurance Act or the provincial or territorial legislation that applies to this policy.

Currency of this policy

All amounts of money referred to in this policy are in Canadian dollars.

Transferring your policy (assignment)

You may be able to transfer your rights under this policy to someone else by assigning the policy. We are not responsible for ensuring that the assignment of your policy is legally valid. If you transfer this policy, send a notice of the assignment to:

Sun Life Assurance Company of Canada
227 King Street South
PO Box 1601, Stn. Waterloo
Waterloo ON Canada N2J 4C5

Non-recourse premium financing

If you assign this policy at any time, either under a collateral assignment or absolute assignment, or grant a hypothec on it under a deed of hypothec for the purposes of non-recourse premium financing or another similar financing structure, we may void the policy. If we void the policy, all our obligations end effective on the date you assigned or granted a hypothec on it. No benefit is payable, and we have the right to keep all premiums paid.

Non-recourse premium financing is an arrangement where an entity enters into a lending agreement with a policy owner where the entity (lender) agrees to pay the premiums for the policy directly to the insurer. The policy owner collaterally assigns the policy to the lender or grants a hypothec on it as security for the loan. The loan agreement typically provides that the loan is repaid when the insured person dies. The arrangement is called non-recourse because the lender cannot sue the policy owner if the loan is not repaid.

[E16060A](#)

Insurance terms

The following explanations describe insurance terms that may or may not apply to this policy.

Age

Age means a person's age on their birthday nearest to a particular date. This is known as age nearest. For example, a person's age at the policy date means their age on their birthday nearest to the policy date.

Joint age

For a joint basic insurance coverage, we use a single age to determine the premium for that coverage. We call this the joint age and it's shown on the *Policy summary*. We calculate the joint age on the date the insurance takes effect using the smoking status, sex and age of each of the persons insured for the joint basic insurance coverage.

Beneficiary

The person or persons you name in writing to receive a death benefit.

Contingent owner

The person or persons you name in writing to take ownership of this policy if you die before the date this policy ends.

What happens if no contingent owner is named when a policy owner dies?

- If there is only one policy owner on the date of death, then the policy owner's estate becomes the new policy owner.
- If there are two or more policy owners on the date of death, then the deceased policy owner's estate along with the surviving policy owner(s) own the policy.

Evidence of insurability

This may include medical, financial, lifestyle, tobacco usage and family medical history information and other personal history information needed to approve an application for life insurance.

Guaranteed cash value

The guaranteed cash value is an amount we determine when your policy is issued. It is part of the amount that we pay to you if you cancel this policy.

Guaranteed reduced paid-up insurance amount

If you request a change to reduced paid-up life insurance and we approve it, your policy continues with a reduction in the basic insurance amount and you no longer pay premiums. The guaranteed reduced paid-up insurance amount is determined by the net cash value of your policy. Any outstanding policy loans will reduce the net cash value used to calculate the reduced death benefit.

Net cash value

The net cash value is:

- the guaranteed cash value
- **minus** any unpaid premiums, including interest
- **minus** any outstanding policy loans, including interest.

Optional benefits

Optional benefits may be available in addition to basic insurance coverage. An example of an optional benefit is the Total disability waiver benefit.

Permanent insurance

A type of insurance that provides protection for the insured person's entire lifetime.

Policy anniversary

The month and day every year that is the same as your policy date.

Policy date

This is the start date of your insurance policy. This date is shown on the *Policy summary*.

Term insurance

A type of insurance that provides protection for a limited number of years.