



## Canada Education Savings Grant Notice of Delegation of Duties to an Agent

For use by Registered Education Savings Plan (RESP) Trustees to notify Human Resources Development Canada (HRDC) of the appointment of an agent.\*

This form must be signed by both the Trustee and the agent and a signed original copy must be submitted to the Director of the Canada Education Savings Grant Program at:

Canada Education Savings Grant (CESG) Program  
Human Resources Development Canada (HRDC)  
140 Promenade du Portage, Phase IV  
Hull, Quebec  
K1A 0J9

The Trustee must notify HRDC at the above address of any modifications to the information provided.

\* The agent may be the RESP Promoter or it can be another person, provided there is only one agent per RESP specimen plan.

In accordance with the current Canada Education Savings Grant Agreement ("Agreement") between HRDC and

\_\_\_\_\_, the Trustee hereby provides notice that  
insert legally registered or incorporated name of trustee (Trustee)

\_\_\_\_\_ has been appointed as its agent with respect to  
insert legally registered or incorporated name of agent

the electronic transmission of RESP information to HRDC, the receipt of CES grant payments from HRDC and the repayment of CES grant payments to HRDC.

### TRUSTEE

By providing this notification, the Trustee authorizes HRDC to deal with its agent in matters relating to the following specimen plan(s):

RESP Specimen Plan Name: \_\_\_\_\_  
RESP Identification Number assigned by CCRA: \_\_\_\_\_

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RESP Identification Number assigned by CCRA: \_\_\_\_\_

RESP Specimen Plan Name: \_\_\_\_\_  
RESP Identification Number assigned by CCRA: \_\_\_\_\_

For additional specimen plans please attach a list indicating the name of the specimen plan and the RESP identification no. assigned by Canada Customs and Revenue Agency (CCRA). Also, please note that the Trustee has to provide HRDC with a copy of the relevant extracts of its contract with the agent that pertain to duties that have been delegated to the agent in respect of the RESPs or the CES grant.

Name and title of authorized signing officer (please print) \_\_\_\_\_  
Authorized signature \_\_\_\_\_ Date: \_\_\_\_\_

### AGENT

The agent hereby confirms that it has accepted the role of agent for the Trustee for the named specimen plans and that such agent authorizes the Trustee to provide HRDC with a copy of the relevant extracts of its contract that pertain to duties that have been delegated to such agent in respect of the RESPs or the CES grant.

Name and title of authorized signing officer (please print) \_\_\_\_\_  
Authorized signature \_\_\_\_\_ Date: \_\_\_\_\_