



The Application for Registration of a Pension Plan must be filed with the Superintendent of Pensions by the employer or board of trustees, not later than 60 days after the establishment of the plan.

The application must be accompanied by a fee as specified in section 5 of *The Pension Benefits Regulations, 1993*. This fee depends on the total number of members in the plan on the effective date according to the following schedule:

Number of Plan Members	Annual Fee Payable (GST Exempt)
0 - 20	\$100.00 (minimum)
21 - 999	\$5.00 per member
1000 and over	\$5,000.00 (maximum)

Certified copies of the following documents must be filed before the pension plan can be registered:

- the pension plan text
- any document that creates the plan or under which the plan is constituted
- any trust deed or agreement, insurance contract, by-law or resolution relating to the plan
- any agreement relating to the investment of the pension fund of the plan
- any other document that relates to the administration of the plan
- the valuation report and cost certificate for defined benefit plans only
- the explanation or summary of the plan provided to the plan members

SECTION

- 1 Name and address of principal employer sponsoring the pension plan.
- 2 Name and address of company/individual responsible for administering the pension plan.
- 3(a) List the names of affiliates, associates or subsidiary companies of the principal employer entered in item 1, whose employees are covered by this plan.
- 3(b) Attach a list of employers who are associated through nature of business. An example would be the participating employers in a specified multi-employer plan.
- 4 **Included employment** is employment in connection with the operation of any work, undertaking or business that is within the authority of the *Pension Benefits Standards Act 1985 (Canada)*. Employment in the following types of businesses/activities falls into the category of "Included Employment":
 - air, water, railway transport
 - flour, feed or seed mills
 - grain handling
 - atomic energy or uranium mining
 - inter-provincial trucking or shipping
 - chartered banks
 - radio, television or telegraph
 - employment in the Northwest Territories, Yukon Territory or Nunavut
 - Aboriginal organizations, if the organization is non-profit or receives Band Employee Benefits, or receives funding from Indian and Northern Affairs Canada

- 6 Effective date of the plan is the date that benefits for current employment were first recognized by the plan. The plan year end is the date specified in the pension plan, otherwise it is December 31.
- 7 The pension fund of a pension plan must be held by:
- an insurance company pursuant to a contract for insurance;
 - a trust pursuant to which the trustees are a trust corporation that is licensed to carry on business in Canada;
 - a trust pursuant to which the trustees are three or more individuals at least three of whom reside in Canada and at least one of whom is not a significant shareholder, partner, or employee of the employer or a proprietor of the business of the employer
 - a society established pursuant to the *Pension Fund Societies Act* (Canada);
 - a body corporate that is permitted to act as a fund holder pursuant to the *Income Tax Act* (Canada); or
 - a combination of the persons or entities mentioned above.

Include the names of individual trustees (if applicable). Should the names and addresses of the individual trustees change at any time after the filing of this application, the superintendent must be notified in writing within 60 days after the change.

The information collected in the Application for Registration is used for the purpose of regulating the pension plan pursuant to *The Pension Benefits Act, 1992*. We provide certain information to Statistics Canada pursuant to a Memorandum of Agreement with that agency for statistical purposes. We may aggregate the information from your pension plan with that of other pension plans for statistical purposes. We will not disclose the information collected in the Application for Registration to any party or person not entitled to it pursuant to *The Pension Benefits Act, 1992* or *The Freedom of Information and Protection of Privacy Act*.

Please mail the completed application form and registration fee, payable to the Minister of Finance for Saskatchewan, along with the applicable pension plan documents to the following address:

Pensions Division
Saskatchewan Financial Services Commission
Suite 601, 1919 Saskatchewan Drive
REGINA SK S4P 4H2

Telephone: 306-787-7650
Fax: 306-787-9006
Web site: www.sfsc.gov.sk.ca