



How to enrol online

Step

1

- Go to www.barfinancial.com,
- Choose **CBAF Group RRSP**, and then
- **Enrol Now/Login**

Step

2

- After you choose **Enrol Now**, you must answer two questions:
 1. Are you a CBA member? If yes, please indicate your CBA member number.
 2. Do you have a CBIA representative? If yes, please enter the access code provided by your representative: **CBA38** or find your access code online at www.barfinancial.com, choose **CBAF Group RRSP** and then, **Find Your CBIA Representative**.

Step

3

- Enter your personal information, beneficiary designation and investment instructions.

Once you have completed your online enrolment and selected a Personal Identification Number (PIN), you can log in immediately!

Step

4

- After you log in, go to **Make Contributions** and let us know how frequently you would like to contribute to the plan.
- Before you can set up your ongoing or lump-sum contributions, you must provide your banking details. Choose **Add/Change a Bank Account**.
- You will need to forward the completed Payer Authorization form and a void cheque to Manulife.

Remember:

- Write down your customer number (you will need it to gain online access to your account); and
- Print your beneficiary confirmation, sign it and mail it to Manulife Financial.