



For Promoter Use Only

**Subscriber-Only Application for :**

(Use this form only when the Subscriber is also the Custodial Parent / Legal Guardian and the Primary Caregiver of the Beneficiary)

- Basic Canada Education Savings Grant**
- Additional Canada Education Savings Grant**
- Canada Learning Bond**

**Protected "B" When Completed** - Personal Information Banks HRSDC PPU 390 and HRSDC PPU 506

**Instructions :**

1. Check above all the incentives you wish to apply for.
2. Read this document carefully. If you have any questions, do not hesitate to ask the Promoter.
3. This **form is valid only if completed, signed, dated and given to the Promoter. Do not send directly to HRSDC.**
4. Please print clearly. Keep a copy for your records.

<b>Subscriber</b> <small>(Please see explanation below. Enter name as on your CCTB Notice. No payment can be made if incorrect name is provided)</small>	Last Name	First Name	Middle Name/Initial
	Address	Postal Code	Social Insurance Number
	or Name of Agency and Name of Representative		Business Number

<b>Joint Subscriber</b> <small>(If applicable - may be the Subscriber's spouse)</small>	Last Name	First Name	Middle Name/Initial
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<b>Beneficiary</b> <small>(Please see explanation below - Enter name as on SIN card)</small>	Last Name	First Name	Middle Name/Initial
	Date of Birth	Male <input type="checkbox"/> Female <input type="checkbox"/>	Social Insurance Number

<b>Promoter</b> <small>(This block to be completed by the Promoter)</small>	Name, Address, Postal Code		Telephone
	RESP Specimen Plan Number	RESP Contract Number	

**Explanation of Key Words \***

**Agent** - Organization through which the Trustee (or the Promoter) may exercise and perform its powers, duties and functions in accordance with their respective agreement with Human Resources and Skills Development Canada.

**Beneficiary** - Individual who will receive money to help pay for his or her post-secondary education (e.g. college, university, or trade school), if they qualify under the terms of the Registered Education Savings Plan (RESP).

**Custodial Parent or Legal Guardian** - Individual, department, agency or institution that has the responsibility of taking care of the child and the legal right to make decisions affecting the child's interests.

**Primary Caregiver** - Individual who is eligible for the Canada Child Tax Benefit (CCTB) - sometimes called family allowance or baby bonus - and whose name appears on the CCTB payments and annual Notice; or the department, agency or institution that receives the allowance payable under the *Children's Special Allowances Act*.

**Promoter** - Individual or organization offering an RESP to the public and who will open an RESP for the Subscriber.

**Subscriber** - Individual or Child Care Agency who opens an RESP, names one or more Beneficiaries and may deposit money (contributions) for them into the RESP.

**Trustee** - Financial organization that invests, administers and distributes the money in the RESP for the Beneficiary.

**\*Note:** The above explanations are provided for your information only and do not constitute the legal definitions. In the event of a discrepancy, the legal definitions found in the *Canada Education Savings Act* and the *Income Tax Act* shall prevail.

**Your Privacy Rights**

Human Resources and Skills Development Canada protects the confidentiality of your personal information. We cannot give your personal information to any person or organization without your written consent, except where authorized by legislation. You (or your authorized representative) have the right to request a copy of the information in your file.

Personal information and other information included on this form will be kept in Personal Information Banks "HRSDC PPU 506" and "HRSDC PPU 390" of Human Resources and Skills Development Canada. The data banks use the beneficiary SIN as the primary identification field. The beneficiary's SIN is collected under the authority of Canada Education Savings Act.

Instructions for obtaining a copy of your personal information can be found in *Info Source*. You can get a printed copy of *Info Source* at Human Resources Centres of Canada or by calling 1 800 O-Canada (1 800 622-6232) or you may view the information at [www.infosource.gc.ca](http://www.infosource.gc.ca).

**Where to get more information about the Canada Education Savings Program:**

**Phone:** 1 888 276-3624  
1 800 465-7735 for TTY users only

**E-mail:** [cesp-pcee@hrsd-rhdsc.gc.ca](mailto:cesp-pcee@hrsd-rhdsc.gc.ca)

**Internet:** [www.hrsdc-rhdsc.gc.ca](http://www.hrsdc-rhdsc.gc.ca)

