



## INSTRUCTIONS

1. **TRANSFER OF OWNERSHIP RIGHTS** - This form can be used to transfer ownership rights under an individual policy issued in the United States. The form should be signed by the current owner(s) of the policy, the new owner(s) of the policy and by any irrevocable or "preferred" beneficiary, with the signatures being witnessed as indicated.
2. **ABSOLUTE ASSIGNMENT** - This form can also be used by an irrevocable or "preferred" beneficiary to assign his/her interest in the policy to the Policy Owner. The form should be signed only by the irrevocable or "preferred" beneficiary(ies), with the signatures being witnessed as indicated.

NOTE - If you are unsure whether the beneficiary under your policy is irrevocable or "preferred", please check with the Head Office of the Company or with your local field office.

3. **SIGNATURES** - when this form is signed by:
  - (A) A Corporation - The full name of the Corporation must be signed, with the signatures of two authorized Officers of the Corporation, or the signature of one authorized Officer under the Corporate Seal and the official title of the Officer(s) signing the form should also be shown.
  - (B) A Firm or Partnership - The full name of the Firm or Partnership must be signed, with the signatures of all the partners.
  - (C) Note - If the policy has a total death benefit of \$1,000,000.00 or more, signatures on the form(s) must be notarized. The Company reserves the right to require that a notarial declaration be completed to certify the validity and authority of any signatures. Any forms which require a notarial declaration cannot be sent in via facsimile; the originals must be received at the office of the Company.

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## ADDRESSES

### Individual Life:

The Canada Life Assurance Company  
PO Box 2305  
Buffalo, NY 14240-2305

Crown Life Insurance Company  
PO Box 1927  
Buffalo, NY 14240-1927

### Fixed Annuities:

The Canada Life Assurance Company  
PO Box 989  
Buffalo, NY 14240-0989

Great-West Life & Annuity Insurance Company  
PO Box 1700  
Denver, CO 80201-9952

Crown Life Insurance Company  
PO Box 1927  
Buffalo, NY 14240-1927