



## PERSONAL MEMBERSHIP

### WHEN CAN I APPLY TO HAVE MY EQUITY PAID?

(see reverse for application form)

Under the by-laws of Central Alberta Co-op, the following options are available for members to withdraw their equity.

#### 1. IF THE MEMBER PASSES AWAY:

In the event of the death of a member, Central Alberta Co-op will pay all equity to the member's estate. Once the Executor(s) sign the application, it will be presented at the next scheduled Board Meeting. Upon Board approval, payment will be issued. If a surviving spouse OR a member of the family wishes to retain the same Co-op number, this should be indicated by the Executor on the original Application for Withdrawal and \$5.00 will be retained in order to keep the membership active. In the situation of a joint membership\* all equity will be transferred to the surviving joint member.

- Documentation required: Copy of the portion of the will that lists the Executor(s) & proof of death

*\* new joint memberships discontinued April 2014*

#### 2. WHEN THE MEMBER REACHES THE AGE OF 65:

Application for repayment can be made any time after a member reaches the age of 65. Joint member equity is payable when both members have reached the age of 65. The application will be presented at the next scheduled Board Meeting. Upon Board approval, payment will be issued. The member only needs to apply once for their initial repayment. Further allocations of equity will be paid out every year other than \$5.00 membership fee.

- Documentation required: Proof of age. i.e. Driver's Licence, health card, birth certificate.

#### 3. IF THE MEMBER LEAVES THE CENTRAL ALBERTA CO-OP TRADING AREA

Once the member has established a permanent residence outside of the Central Alberta Co-op trading area, the member or members can submit a signed application along with a copy of proof of their new address to the Board of Directors. These applications are paid out twice a year in May and November if the member applies before March 15<sup>th</sup> or September 15<sup>th</sup>. The full amount of equity is paid out, resulting in the membership being closed.

- Documentation required: Proof of new address i.e. Driver's Licence, utility bill.

*"The trading area is defined as the area encompassed by Secondary Highway 611 to the north, Secondary Highway 567 to the south, Highway 884 to the east, and west to the Alberta/B.C. border".*

#### How to submit your documentation

- Fax to 403-341-5811
- Email to [membership@centralab.coop](mailto:membership@centralab.coop)
- Mail to: 6201-46 Avenue, Red Deer, AB T4N 6Z1
- Drop off at any Central Alberta Co-op location in a sealed envelope with **"Administration"** written on it

Please call 403-343-2667 or email [membership@centralab.coop](mailto:membership@centralab.coop) if you have any questions.

Central Alberta Co-op is committed to protecting your privacy. Your personal information will be treated with the utmost discretion, and will be used only when necessary in the day-to-day operations of our business, or when required by law

# APPLICATION FOR WITHDRAWAL OF EQUITY

## Central Alberta Co-op Ltd.

(see reverse for instructions)

MEMBER NAME: \_\_\_\_\_ MEMBER #: \_\_\_\_\_

MEMBER BIRTHDATE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(used to verify identity)

MAILING ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

### REASON FOR WITHDRAWAL OF EQUITY – CHECK ONE OF THE THREE BOXES AND COMPLETE DETAILS

|  |
|--|
| <input type="checkbox"/> <b>ESTATES</b> *Attach a copy of the portion of the will that lists the Executor(s) & proof of death<br>ESTATE ADMINISTRATORS ARE:<br>NAME: _____ PHONE #: _____<br>MAILING ADDRESS: _____<br>DATE OF DEATH: _____<br><b>PLEASE CHECK ONE OF THE FOLLOWING:</b><br><input type="checkbox"/> Retain all equity in this Co-op # (this is the only option for joint memberships)<br><input type="checkbox"/> Please transfer \$5.00 to the name below and pay out the balance of the equity to the estate.<br><input type="checkbox"/> I request payment in full. I am aware that I am not eligible for any patronage refunds which may be allocated after payment is made.<br><input type="checkbox"/> Repay only after allocation for the current year has been declared and processed<br><input type="checkbox"/> Transfer all equity to Member # _____<br>MEMBER NAME: _____ PHONE # _____<br>(One person only)<br>MAILING ADDRESS: _____ BIRTHDATE: _____<br>SIN # _____<br>EMAIL: _____ SIGNATURE: _____ |
| <input type="checkbox"/> <b>AGE BY-LAW – 65 YEARS OR OLDER</b> *Attach proof of age – Driver's licence, health card, birth certificate, etc.<br><input type="checkbox"/> Retain membership ( <i>\$5.00 will be retained to keep membership active</i> )<br><input type="checkbox"/> Close membership completely  |
| <input type="checkbox"/> <b>LEAVING THE TRADING AREA</b> *Attach proof of move away – New driver's licence, utility bill, etc.<br><input type="checkbox"/> I request payment in full. I am aware that I am not eligible for any patronage refunds which may be allocated after payment is made. (deadline September 15th for payout in November)<br><input type="checkbox"/> Repay only after allocation for the current year has been declared and processed (deadline March 15th for payout in May)<br>FORWARDING ADDRESS: _____ PHONE #: _____  |

I understand that by signing this application form, I am consenting to the collection of my personal information and to its use for the stated purposes.

\_\_\_\_\_  
APPLICANT'S SIGNATURE/EXECUTOR

\_\_\_\_\_  
JOINT MEMBER'S SIGNATURE (IF APPLICABLE)

| ADMINISTRATION USE ONLY      |    |  |  |
|------------------------------|----|--|--|
| AMOUNT OF EQUITY             | \$ | <input type="checkbox"/> Overage Payout – <b>Code 87</b>   | <input type="checkbox"/> Partial Payout - <b>Code 99</b> |
| Add uncashed chqs            |    | <input type="checkbox"/> Move Away Payout – <b>Code 94</b> | <input type="checkbox"/> Total Payout: <b>Code 95</b>    |
| Retain \$5.00 Membership Fee |    | <input type="checkbox"/> Code <b>Yes</b> to wait for May   | <input type="checkbox"/> Transfer All: <b>Code 93</b>    |
| AMOUNT OF EQUITY PAIDOUT     | \$ |  |  |