

# PEPP *Talk* . . .

## Lump sum Payments to a Non-Resident of Canada

This issue of PEPP *Talk* provides members of the Public Employees Pension Plan (PEPP) with information about how a non-resident can request a payout of their entire pension account.

### Who is considered a Non-Resident of Canada?

A person who has not lived in Canada for two consecutive years.

### What are the qualifications<sup>1</sup> for eligibility of pension payout?

- You must be a non-resident of Canada; and
- You cannot have resided in Canada for at least two consecutive years; and
- You cannot have started receiving a pension benefit; and
- You are not eligible for the Small Pension Payment; and
- You must withdraw the entire account balance. All payments from a pension plan are taxable (i.e. the USA withholds 25% tax).

**Note:** If you are unsure whether you are eligible for the Small Pension Payment, please check the Small Pension Payment Application form for qualifications, or contact PEPP.

### I am eligible, how do I receive my payout?

1. You must provide written evidence to PEPP from the Canada Revenue Agency (CRA) that you are a non-resident of Canada for the purposes of the *Income Tax Act*. Provide the [Determination of Residency Status Form](#)\* to the CRA to initiate the process. The CRA will send a letter to you to forward to PEPP confirming you are a non-resident.
2. You must complete the *Pension Benefits, 1993 Form 4: Certificate of Non-Residency*\* and send it to PEPP with the letter from the CRA.
3. If you have a spouse, your spouse must complete a *Pension Benefits 1993 Form 5: Spouse's Consent to Withdrawal and Waiver of Entitlements under a Pension Plan or a LIRA Contract for Non-Residency Status*\* for you to send to PEPP with the letter and Form 4 from steps 1 and 2 above.

\*All of these forms are available online through Publications Saskatchewan at [www.publications.gov.sk.ca/freelaw/](http://www.publications.gov.sk.ca/freelaw/) under Legislated Forms. Please use the provided links to the forms or call PEPP to send the forms to you.

### What's next?

You will receive your payout in Canadian currency. Be sure that you will be able to cash your cheque and convert it to the currency of your current country of residence. Be aware of currency conversion rates and any fees that may apply.

<sup>1</sup> These qualifications are based on Saskatchewan legislation; if you lived and worked in another province you may be subject to that province's legislation.

## Have you:

- Completed Form 4
- Completed Form 5 (if applicable)
- Received your letter from CRA
- Submitted the above to PEPP
- Ensured you can cash and convert your cheque and what fees may apply

## Questions

For further information about non-resident payouts contact:

Public Employees Pension Plan (PEPP)  
110 - 1801 Hamilton Street  
REGINA SK S4P 4W3

Phone: 306-787-5442 in Regina or toll free at 1-877-275-7377  
FAX: 306-787-0244  
Email: [pepp@planner.ca](mailto:pepp@planner.ca)

Administered by **Plannera Pensions & Benefits**

The information contained in this issue of PEPP *Talk* does not replace or supersede *The Public Employees Pension Plan Act* or *The Pension Benefits Act, 1992* or related regulations. In the event of any misunderstanding or conflict, the Acts and Regulations will prevail. Please contact PEPP if you are or were working outside Saskatchewan. Your pension may be subject to the legislation of another province.

The Public Employees Pension Plan produces issues of PEPP *Talk* as a service to its members. These documents provide information on specific provisions of the Plan. Plan information is available in a variety of other forms including: issues of PEPP *Talk* on other topics; our newsletter, "Pension Perspectives"; PEPP Member Booklet; and the PEPP home page [pepp.plannera.ca](http://pepp.plannera.ca)

January 2024