



# Request for a Supplemental Plan meeting

Use this form to request an OMERS Supplemental Plan meeting. All sections to be completed by the employer, union or association.

**Important!**

The fee for a Supplemental Plan meeting is \$500 payable to OMERS. The fee covers the costs of two OMERS staff presenting for 2-3 hours.

There is a fee because Supplemental Plan costs (including administration costs) must be paid for entirely by participating members and employers; the *OMERS Act, 2006* does not permit cross-subsidization of costs of the Supplemental Plan by the Primary Plan.

Additional fees may apply if extra OMERS staff is needed, as well for the costs of travel and meeting facilities. (To minimize your costs, we recommend you look after the facilities and any refreshments.)

Mail the completed form to OMERS, EY Tower, 900 - 100 Adelaide St W, Toronto, ON M5H 0E2, Attention: Supplemental Plan.

Enclose a cheque payable to OMERS in the amount of \$500 – your request will not be processed without the cheque.

Once we receive your request form along with your cheque, we will contact you to confirm your meeting details.

Providing OMERS with your personal information is considered consent for its use and disclosure for the purposes set out in our Privacy Statement, as amended from time to time. You can find out more about our collection, use, disclosure and retention of personal information by reviewing our Privacy Statement at [www.omers.com](http://www.omers.com)

## SECTION 1 - EMPLOYER, UNION OR ASSOCIATION INFORMATION

Employer/union/association name		Group name (if employer)		
Contact name		Title		
Address if union or association (street name and number)		City	Province	Postal Code
Phone	Email			

## SECTION 2 - MEETING DETAILS

Preferred date (m/d/y)	Preferred time (a.m./p.m.)
Preferred location	

Are these details flexible?  Yes  No