



# Member Benefits Trust /UBCP Retirement Benefits Society -

Winter/Spring 2010

Volume 8, Issue 1

## FYI:

- **SAVE A TREE!**  
Please email sarah.king@ubcp.com, subject E-Mailings, to receive e-mailings rather than paper mail outs.
- Ensure your information is current. Contact the MBT/RBS office to update your beneficiaries and/or your address.
- Check out our website, [www.mbt.ca](http://www.mbt.ca), to download claim forms, benefit information and current MBT/RBS news.
- Sign up for online services with Green Shield to download personalized claim forms, check the status of your benefits and set up direct deposit. Visit [www.greenshield.ca](http://www.greenshield.ca) for more information.

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## Important Message Regarding your 2009 T4A's

The MBT has been working to inform payroll companies within the Film and Television Industry as to how Insurance contributions made by producers on your behalf should be handled for tax purposes. Insurance contributions *should not* be included on T4A slips for UBCP members who have chosen the MBT as their benefit provider. The MBT issues a T3 slip, which includes all taxable income relating to insurance.

In February 2008, the MBT received a technical interpretation from CRA regarding the inclusion of Insurance contributions on the T4A. *CRA has confirmed that payroll companies should not be including Insurance contributions on the T4As for MBT members.*

Unfortunately, it has come to the attention of the MBT that some payroll companies may still be including the Insurance contributions on your T4A. This creates a situation whereby you may be taxed twice on the contributions.

In order to avoid this problem please check your T4A slips to ensure that the insurance contributions have not been included. You can access a copy of your 2009 Work History from UBCP to help you with this process.

Be sure to inform your accountant or tax preparer of this situation when preparing your 2009 tax return.

Please do not hesitate to contact Sarah King at [sarah.king@ubcp.com](mailto:sarah.king@ubcp.com) if you have any questions or concerns regarding this matter or to request a copy of the CRA Technical Interpretation.

## Office Hours and RRSP Information

Office Hours during the Vancouver Winter Olympics - The MBT/RBS office will be open 9:00am to 2:00pm Monday to Friday, February 8, 2010 through February 26, 2010. Please note the office will be closed Monday February 15, 2010 for Heritage Day. We will resume regular office hours (9:00am to 4:30pm) March 1, 2010.

RRSP Transfers - In order to complete the annual transfers from the NRSP accounts to the RRSP accounts, a hold will be put on all transactions between February 12, 2010 through February 24, 2010. Please contact the MBT/RBS office should you have any questions regarding these transfers.

## *UBCP status effects benefit eligibility*

If you are a suspended UBCP member as of June 1st, 2010 you will not be eligible for benefits for the 2010/2011 Benefit Year. *There are no exceptions.*

One of the reasons that a UBCP member may be suspended is for non payment of dues. Please ensure that your dues are paid prior to May 31st so that your membership status does not affect your eligibility for benefits. If you have questions regarding your UBCP membership status or the membership dues deadline please contact the UBCP Membership department.

## *2010 MBT Beneficiary Meeting Schedule*

The 2010 MBT Beneficiary meetings have been set. Meetings are scheduled to start at 4:00 pm and will be held at the UBCP office.

- April 20, 2010 (Budget Presentation)
- October 19, 2010 (AGM)

More information on the meetings will be sent at least two weeks prior to the meeting. Meeting packages will be available 2 weeks prior to the meeting, please call the MBT/RBS office to have a package mailed to you.

## *2010/2011 Benefit Year*

The 2010/2011 Benefit Year begins June 1st, 2010. Information regarding class levels and optional insurance will be mailed in May. Please note the deadline for optional insurance applications and payments is June 30th. If you have not received information by June 1st please contact the MBT/RBS office immediately as there are no exceptions to the June 30th deadline.

### **Member Benefits Trust/ UBCP Retirement Benefits Society**

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**"A Plan Created For Members  
By Members"**



## **IMPORTANT DATES**

February:	T-3 slips and statements to be mailed
Mid March:	RSP slips to be mailed by Great West Life
March:	UBCP Annual Dues are due. Please contact UBCP Membership Department for more information. Note: If you are suspended from UBCP on June 1st you will not be eligible for benefits for the 2010/2011 Benefit Year.
April 20:	Beneficiary Meeting - Details to be mailed in early April
Mid April:	2009 Pay Details to be mailed
Mid May:	2010/2011 Insurance Statements and Optional Insurance Information to be mailed. Please note if you have not received info by June 1st call the MBT office.
June 1:	Start of 2010/2011 Benefit Year
June 30:	Optional insurance applications and payments due (in full) Class Drop Subsidy payments due (in full) Notice of 2009 pay discrepancies (for insurance adjustments) due
October 19:	Annual General Meeting - Details to be mailed in September

## **Contacts**

Office: 604-689-0727  
Sarah: ext. 2261 Tunde: ext. 2231 Linda: ext. 2227  
Green Shield: 1-888-711-1119  
Great West Life (RSP): 1-800-724-3402 (Policy# 37957)  
Shepell - FGI (EAP): 1-800-387-4765 (English) 1-800-361-5676 (French)