

## Home Buyers' Plan (HBP) Request to Withdraw Funds from an RRSP

Use this form to make a withdrawal from your registered retirement savings plan (RRSP) under the Home Buyers' Plan (HBP). Fill out Part A of Area 1 to determine if you are eligible to make a withdrawal from your RRSP under the HBP. Although some conditions may apply to another person in certain situations, you (the participant) are responsible for making sure that all the conditions are met. For more information about the HBP, go to [cra.gc.ca/hbp](http://cra.gc.ca/hbp). **Generally, you must receive all your HBP withdrawals in the same calendar year. The maximum you can withdraw is \$25,000.** Fill out Area 1 and give the form to your financial institution.

### Area 1 – To be filled out by the participant

<b>Part A – Fill out the following questionnaire to determine if you can make a withdrawal from your RRSP under the HBP</b>	
<p>1. Are you a resident of Canada?</p> <p><input type="checkbox"/> Yes – Go to question 2.    <input type="checkbox"/> No – You cannot make an HBP withdrawal.</p> <p>2. Has the person buying or building a qualifying home entered into a written agreement to do so?</p> <p><input type="checkbox"/> Yes – Go to question 3a).    <input type="checkbox"/> No – You cannot make an HBP withdrawal.</p> <p>3a). Have you ever, before this year, withdrawn funds from your RRSP under the HBP to buy or build a qualifying home?</p> <p><input type="checkbox"/> Yes – Go to question 3b).    <input type="checkbox"/> No – Go to question 4a).</p> <p>3b). Are you making this request in January as part of the participation you began last year?</p> <p><input type="checkbox"/> Yes – Go to question 4a).    <input type="checkbox"/> No – Go to question 3c).</p> <p>3c). Was your repayable balance from your previous HBP participation zero on January 1 of this year?</p> <p><input type="checkbox"/> Yes – Go to question 4a).    <input type="checkbox"/> No – You cannot make an HBP withdrawal.</p> <p>4a). Are you a person with a disability?</p> <p><input type="checkbox"/> Yes – Go to question 5.    <input type="checkbox"/> No – Go to question 4b).</p>	<p>4b). Are you withdrawing funds from your RRSP to buy or build a qualifying home for a related person with a disability or to help such a person buy or build a qualifying home?</p> <p><input type="checkbox"/> Yes – Go to question 5.    <input type="checkbox"/> No – Go to question 4c).</p> <p>4c). At any time during the period beginning January 1 of the fourth year before the year of the withdrawal and ending 31 days before the date of the withdrawal, did you or your spouse or common-law partner own a home that you occupied alone or with that other individual while you were spouses or common-law partners?</p> <p><input type="checkbox"/> Yes – You are not considered to be a first-time home buyer and you cannot make an HBP withdrawal.    <input type="checkbox"/> No – Go to question 5</p> <p>5. Does the person buying or building the qualifying home intend to occupy it as his or her principal place of residence no later than one year after buying or building it? If you are acquiring the home for a related person with a disability or helping a related person with a disability acquire the home, you must intend that the related person with a disability occupy the home as his or her principal place of residence.</p> <p><input type="checkbox"/> Yes – Go to question 6.    <input type="checkbox"/> No – You cannot make an HBP withdrawal.</p> <p>6. Has the person who is buying or building the qualifying home or his or her spouse or common-law partner owned the home more than 30 days before receiving this withdrawal?</p> <p><input type="checkbox"/> Yes – You cannot make an HBP withdrawal.    <input type="checkbox"/> No – You are eligible (complete Part B below).</p>

<b>Part B – Fill out this part to make a withdrawal from your RRSP under the HBP</b>			
First name and initial(s)	Last name	Social insurance number	
Address of <b>qualifying home being bought or built</b> (include number, street, rural route, or lot and concession number)			If you are a person with a disability, tick this box. <input type="checkbox"/>
City	Province or Territory	Postal code	Telephone number
If you answered <b>yes</b> to question 4b) above, provide the following information about that person:			
Person's name	Relationship to you	Social insurance number	

<b>Part C – Certification</b>			
Amount of requested withdrawal \$ _____	Date withdrawal required	Year	Month Day
I certify that the information given on this form is correct and complete.	Date	Year	Month Day
	Account number of the RRSP from which the withdrawal is made		
Participant's signature _____			

<b>Area 2 – To be filled out by the RRSP issuer (Do not send us this form. Keep it for your records.)</b>			
Issuer's name	Telephone number	Amount of the withdrawal \$ (maximum \$25,000) _____	
Issuer's address		Date withdrawal paid	Year Month Day

Personal information is collected under the *Income Tax Act* to administer tax, benefits, and related programs. It may also be used for any purpose related to the administration or enforcement of the Act such as audit, compliance and the payment of debts owed to the Crown. It may be shared or verified with other federal, provincial/territorial government institutions to the extent authorized by law. Failure to provide this information may result in interest payable, penalties or other actions. Under the *Privacy Act*, individuals have the right to access their personal information and request correction if there are errors or omissions. Refer to Info Source at [cra.gc.ca/gncy/tp/nfsrc/nfsrc-eng.html](http://cra.gc.ca/gncy/tp/nfsrc/nfsrc-eng.html), personal information bank CRA PPU 005.