



Individual Insurance New Business

Fact Finder for Quoting Disability Insurance

This Fact Finder will help you gather information you need to run an accurate quote for your client for Manulife's Disability Insurance (DI) products.

Step 1

Complete a DI Pre-underwriting Checklist to verify that your client is a good candidate for DI. This Checklist is available on Repsource.

Step 2

Complete this Fact Finder to help you run an illustration for DI coverage.

Step 3

Complete an Application for life, disability and critical illness insurance (NN7000E).

Complete this column

Legend

Client Information

Name: _____
Sex: _____
Date of birth: _____ ① Age nearest: _____
Age last: _____ (for ExpenseComp and Buy-Sell Plus)
Smoking status: ② Smoker Non-smoker
Grouped application? ③
No Group volume discount Employer list billing

- ① For Proguard Series, Venture Series and ExpenseComp, ages 18-60. For Buy-Sell Plus ages 18-55.
- ② For DI, a smoker is anyone who has used tobacco products within 12 months of the application date, including any nicotine products or substitutes, marijuana or hash.
- ③ Eligible groups of three or more lives are eligible for a premium reduction. See page 29 of the *Underwriting Guide for Disability Insurance* for details. Does not apply to Buy-Sell Plus.

Occupation Information

Occupation: _____
Class from Occupation Schedule: ① _____
Eligible for upgrade? ② No 1-class 2-class
4S large case offer
Home-based worker? ③ No Yes
Employment status ④ (Venture Series) Full-time
Qualified business owner
New business owner
Farm owner
Permanent part-time

- ① The *Occupation Schedule* is available on Repsource or by selecting the Lookup button in the illustration software.
- ② Upgrades are available in many cases, based on income, job duties and experience. See the *Occupation Schedule* for details.
- ③ If the client is a home-based worker, special consideration is required. See page 8 of the *Underwriting Guide for Disability Insurance* for details.
- ④ With Venture Series, different options and rates apply depending on the employment status: See pages 6-9 of the *Underwriting Guide for Disability Insurance*. It is the only product we offer to new business owners, farm owners and permanent part-time workers; some restrictions may apply.

Income Information (Proguard/Venture)

Earned income ① Current year \$ _____
Last year \$ _____
Previous year \$ _____
Eligible for self-employed income gross up? ② No Yes
Unearned income ③ (ignore if less than 15% of earned)
\$ _____

- ① The amount of DI coverage we issue is based on income declared on the last year's T1 tax return. However, if income has significantly decreased over previous years, special consideration will be required.
 - If salaried employee, use line 101/104.
 - If commissioned employee, use line 102/104 less line 229.
 - If unincorporated business owner, use lines 135-143.
 - If incorporated business owner, use line 101/104, plus client's share of the business's net income / loss.
 - Income splitting will also be considered.
- ② To compensate for perks, we allow self-employed clients to increase income by 20% or \$40,000 if less.
- ③ Large amounts of unearned income will reduce the benefit amount.

Special Calculations

Part of Income Loss Replacement Plan (ILRP)? ① No Yes
Employment Insurance (EI) wrap-around? ② No Yes
Existing long term disability insurance? No Yes
Other Individual: \$ _____ Non-taxable Taxable
Other LTD: \$ _____ Non-taxable Taxable

- ① Higher benefit amounts are available to compensate for the taxable status of benefits under an ILRP.
- ② The EI wrap-around is not required for true class 4A/3A occupations.

Plan Information (Proguard/Venture Series)

Proguard Series ¹ Venture Series ¹

Basic Monthly Benefit (amount or maximum) ² \$ _____

Elimination Period (days) ³ 30 60 90
120 730

Benefit Period ⁴ To age 65 5 years 2 years

Regular Occupation Period ⁵ To age 65 5 years

Additional Monthly Benefit? ⁶ No Yes

Amount: \$ _____

2nd Elimination Period 60 90 120 730

- ¹ Proguard Series is designed for professionals and executives seeking top quality coverage. It is not available to class A or B. Venture Series provides affordable and reliable protection for small business owners and employees.
- ² The amount is based on your client's income.
- ³ A 90-day Elimination Period is typically used.
- ⁴ "To age 65" is typically used.
- ⁵ This is only needed for Venture Series when the Benefit Period is to age 65. In all other cases, the Regular Occupation Period equals the Benefit Period.
- ⁶ An additional monthly benefit is a second layer of coverage used when wrapping around existing short term coverage.

Optional Riders

Cost of Living Adjustment (COLA) No Yes

Additional Insurance (AIR) (total amount or maximum) ² \$ _____

Pensionguard (monthly amount or maximum) ³ \$ _____

Premium Refund (PRR) ⁴

Own Occupation ⁵ No Yes

Health Protection ⁶ Standard Enhanced

Venture Series ⁷ Residual disability or
Partial disability or
Extended partial disability

- ¹ COLA may increase the benefit amount during disability.
- ² AIR provides guaranteed medical insurability options up to age 55, provided the client is not currently disabled.
- ³ Pensionguard continues retirement savings contributions during disability.
- ⁴ PRR provides refunds every eight years if the client makes few or no claims.
- ⁵ Available to 4S/4A, ages 18-55 only. For Venture Series, the Regular Occupation Period must be to age 65.
- ⁶ For health care workers only. Provides protection during the asymptomatic phase of HIV, HBV or HCV infection. For Venture Series, the regular occupation period must be to age 65.
- ⁷ These riders provide additional protection for less severe disabilities. Such protection is built-in to Proguard Series.

Plan Information (ExpenseComp) ¹

Plan Type ² Total Total plus Residual

Basic Monthly Benefit ³ \$ _____

Elimination Period (days) 30 90

Benefit Period 12 mos 18 mos 24 mos

Optional Riders:

Additional Insurance (total amount or maximum): \$ _____

Premium Refund

Patient Protection (healthcare workers only)

- ¹ ExpenseComp coverage reimburses most overhead expenses during disability for self-employed clients whose services are essential to the continuation of the business. It is not available to class B.
- ² Total plus Residual coverage is not available to class 2A or A.
- ³ The amount is based on your client's eligible overhead expenses.

Complete this column

Legend

Plan Information (Buy-Sell Plus) ①

Business Value \$ _____

% Ownership _____ %

Funding Method ② Lump sum
 Monthly sum
 Downpayment

Elimination Period (days) 365 730

Lump Sum (amount or maximum) \$ _____

Monthly Benefit (amount or maximum) \$ _____

Future Income Option (total amount or maximum):

Lump sum \$ _____

Monthly sum \$ _____

① Buy-Sell Plus provides funds to buy out a disabled principal in a small business or partnership. It is not available to class A or B. See page13 of the Underwriting Guide for Disability Insurance for eligibility guidelines.

② The downpayment funding method is a combination of lump sum and monthly benefits.

