

## **Making it easier to submit segregated fund and GIC business during Coronavirus**

In our current environment, we're continually looking at ways to adapt our processes to best support you and your clients from a distance.

Starting today, you can take advantage of three new temporary solutions for obtaining client signatures and submitting paperwork electronically for your client name segregated fund and GIC business\*.

Please refer to the job aids below for three different options for submitting paperwork electronically:

1. **Submit paperwork using your own DocuSign® account** – for ANY request requiring a client signature
2. **Submit paperwork for a new contract set up in Online Transactions** – no personal DocuSign® account required
3. **Submit paperwork via Repsource secure inbox instead of fax**

*\*If you're contracted with an MGA or National account, please consult with your back office before using these solutions.*

### **Keeping you informed**

To keep you informed, visit the dedicated hub on [Repsource](#) for information about how to do business with Manulife during the coronavirus pandemic.

We appreciate your patience and partnership during this challenging period as we continue to focus on supporting you and your customers.