

<Date>

<Firstname Lastname>

<Address>

<Address>

<Address>

Important information about your Adjustable Life insurance policy

Contract number <LI-RXXX,XXX-X>

Dear <Mr/Mrs Lastname>,

Every three years, we review the cost basis of your Sun Life Adjustable Life insurance policy. This is a routine review, as part of your contract with us.

- The cost basis is a set of pricing factors related to your policy. These factors include interest rates, mortality rates, expenses and taxes.
- Our forecast about changes to these factors can affect your policy's cost basis. This can affect the policy's death benefit amount and cash value.
- If your policy's cost basis changes from one three-year period to the next, we'll make adjustments. We'll adjust your policy's death benefit amount and cash value to align with the change:
 - If the cost basis decreases, we increase your death benefit amount.
 - If the cost basis increases, we decrease your death benefit amount.

What this means to you

In our most recent review, we determined that your policy's cost basis has increased.

- This means we'll decrease your death benefit amount from \$<amount> to \$<amount>. This new amount will apply until your next review.
- This new death benefit amount will begin on <date>, your policy's next anniversary.
- Beginning on <date>, the cash values on your policy for the next three years will be:

Year	Cash value
YYYY	\$xxx.xx
YYYY	\$xxx.xx
YYYY	\$xxx.xx

For more information about cash values, please see the enclosed questions and answers.

Next steps

If you'd like more information about this adjustment, please contact your advisor, <advisor name> at <phone number>. You can also give us a call us at 1-800-786-5433 any business day from 8 a.m. to 8 p.m. ET. The enclosed question/answer page might also be helpful.

Additional update

We also want to let you know about another important update. On your policy's anniversary following your 100th birthday, any unfavourable adjustments will not affect your policy.

Questions?

We're here to help. Please see the contact information provided above.

Sincerely,

The team at Sun Life

Please keep this letter with your policy.

Adjustable Life insurance policy – Question and answers

Why are you adjusting my policy now?

We review your policy's cost basis every three years. Since our last review, interest rates affecting your policy have declined and mortality rates have changed. As a result, we now need to adjust your policy.

Is this the last time you'll adjust my policy?

Unfortunately, we can't predict this. Any future adjustments will depend on future expectations of the pricing factors. These will affect your policy's cost basis. Your policy is only adjustable every third policy anniversary.

It's possible that your policy's cost basis could eventually decrease. If this happens, your benefit amount would increase.

It's also possible that the cost basis could increase again. If this happens, your benefit amount would decrease again.

- On your policy's anniversary following your 100th birthday, unfavourable adjustments won't affect your policy.

What are cash values and why are showing them for three years?

The cash value of your policy is the amount available to you in cash if you were to cancel your policy. We call this a 'surrender.' A portion of your cash value may be taxable on surrender. Your annual statement shows the cash value of your policy on each policy anniversary.

Since your policy is adjustable every third policy anniversary, we can't guarantee cash values beyond the next three years. We'd also need to deduct any policy loans from this cash value prior to payment.

Do I still need this policy?

Your life insurance policy death benefit can be helpful for your beneficiaries. An advisor can help you decide what's right for you.