

June 24, 2016

Advisor Notice

To
Advisors

Canada Post – Potential Service Disruption

From
Tracey Cambridge

With the uncertainty of Canada Post service in the coming weeks, Global Pacific will hold all items that would normally be sent to Advisors and/or clients via Canada Post beginning Monday, June 27, 2016.

CC
Advisor Support
Team

To minimize the effect on your business and your clients, we will be monitoring the situation. Alternative methods to deliver correspondence will be investigated and communicated.

To minimize the effect on your business and your clients, we encourage Advisors to:

- utilize electronic document delivery for inter-office communications where original documents are not essential:
 - newbusiness@globalpacific.com
 - inforce@globalpacific.com
- stay informed on how each carrier is managing the situation and check often for updates. Global Pacific will provide updates on the [Bulletin Board](#);
- Local advisors are welcome to drop off business documents to our Surrey office for courier to our business partners in our scheduled outbound courier; and
- As always, advisors are urged to upload client documents to Virtgate and email instructions to Global from within VirtGate. *Refer to Page 2 for instruction.*

Re
Canada Post -
Potential Service
Disruption

In the event of a labour disruption, mail not considered urgent will be held until after the labour disruption.

In the meantime, we suggest that Advisors not use Canada Post for delivery of correspondence to us until the situation is resolved.

If you have any questions or concerns, please feel free to contact our office.

Global Pacific Financial Services Ltd.

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GLOBAL PACIFIC
FINANCIAL SERVICES LTD.

Steps to post or upload Documents to Virtgate

Refer to the **Documents** link on the Account

Client Information | KYC | Send Email | Secure Email | Journal | Documents | FundSERV Summary | Portfolio Report | e/Forms
Funds - Open | Funds - RRSP | Life Policies

Life Policies
[Edit Plan Info](#)

Empire Life [Redacted] [Verify Account](#) | [Audit History](#) **Servicing Advisor:** [Redacted]
[Edit Account Info](#) | [Send EMail](#) | [Secure EMail](#) | [Journal](#) | [Owner](#) | **Documents** | [Service](#) | [Requirements](#) | [Physician](#) | [Posted Comms](#) | [Advisor](#)
[Related Accounts](#)

Account Status Inforce - Paid **Application Completed** 1-Jun-2015
Premium Mode Monthly PAC **Application Rec'd By Global Pacific Financial Services Ltd.** 1-Jun-2015

Click on the **Edit** button to add a new document.

Account Info <i>Edit</i>	Send EMail	Secure EMail	Journal <i>Edit</i>	Owner <i>Edit</i>	Documents <i>Edit</i>	Service <i>Edit</i>	Requirements <i>Edit</i>	Physician <i>Edit</i>	Posted Comms	Advisors <i>Edit</i>	Related Accounts
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Documents