How to make a contribution or set up a Pre Authorized Contribution (PAC) through MyAdvisor.

Before you can set up a contribution within MyAdvisor, you need an investment account that you can contribute to. To open an account, book an appointment with one of our advisors.

Please follow the steps below:

1. If you have an investment account, Sign in to RBC® Online Banking on your desktop or laptop and click on “MyAdvisor: your custom financial picture” found under the Investment section within your Account Summary.
Once on the **MyAdvisor Dashboard**, there are two locations where you can set up a one-time lump sum or a recurring pre-authorized contribution.

**Option 1 – Goals Page:** Click ‘More’ and ‘Make a Contribution’
Option 2 – Account & Net Worth Page:

Within the ‘Investment account’ tile, select and expand the RBC account you wish to use to make a one-time contribution or set up a pre-authorized contribution.
3 Identify what account you would like to contribute to from the eligible dropdown list

4 Once the account has been selected, you can update your contribution details: enter the amount you would like to contribute to, the frequency and the start date. You can also edit your pre-authorized contributions at any time.
5 Review Fund Facts document if required and click ‘Continue’

Lastly, review your investment details, acknowledge any terms & conditions related to your contribution set-up and click ‘Submit for fulfillment’ to complete the transaction.
Review

Now, review and accept the pre-authorized Contribution (PAC) terms & conditions to set up your contribution.

Please review the following terms and conditions relating to your pre-authorized contribution plan (the “agreement”). You must read them, check the box indicating your agreement to them and then select “Submit” to proceed. Further terms and conditions related to pre-authorized investment plans are found in the Royal Mutual Funds Inc. (“RMFI”) “Your Account Agreement” which you have agreed to. Such terms will apply to this pre-authorization contribution plan in addition to what is set forth below. Until canceled by you, Royal Bank of Canada (“RBC”), RMFI, or an affiliate of RBC, is hereby authorized to debit the demand account that is specified on your instructions, and to either contribute the specified amount funds within the limit:

I have reviewed my investment account and contribution details and accepted the Pre-authorized Contribution (PAC) Terms & Conditions.

Submit for fulfillment

Congratulations, you’re all done! Your changes will go into effect based on your selected contribution start date.