



Instructions for completing Loan Request

Participant Instructions for completing page 1

Section A - General Information

Complete contractholder name, contract number, participant's name, social security number and address. If participant address is left blank, John Hancock USA will use the address currently on record.

Section B - Complete Payment instructions to Participant Directly

Section 1 - Electronic Fund Transfer

This option is recommended for ALL distributions for more timely access to your funds. Choose this option for distributions amounts over \$50,000. We will not deposit into a third party account.

Direct Deposit Your bank requires you to indicate whether this is a checking or savings account. Provide your bank's name, complete address, ABA/Routing number (verify with bank) and your bank account number.

Wire Provide your bank's name, complete address, ABA routing number (verify with bank) and your bank account number.
NOTE: The receiving bank may not accept wires or may charge a fee to accept the incoming wire, contact your bank if you have any questions.

Section 2 - Check

Allow 5 - 10 business days for mailing. Complete mailing address if different from participant address in Section A. If left blank, John Hancock USA will use the address currently on record.

Section C - Participant Signature

Ensure that the appropriate signature is on the form.

Your plan may require you to provide supporting documents or additional information before your request can be processed. Contact your plan administrator.

Authorized Plan Representative

Section D - Loan Information

Enter total loan amount, loan maturity date and loan interest rate.

Section E - Loan Refinancing

Complete only if refinancing loans. Enter the total amount of the refinanced loan. This should match your amortization schedule. Enter the existing loan number that you want to refinance and the estimated amount of the existing loan. Enter the estimated direct deposit/check/wire amount. This amount will fluctuate due to interest accumulation and the actual date of processing.

Section F - Loan Withdrawal Order

John Hancock USA's Standard Loan Withdrawal Order will be used. If you do not want to use the Standard Loan Withdrawal Order, you may enter the money types to be used and the amount from each money type. It is essential that you use the names that appear on the contract statements. Note: some contracts may have the option of selecting the investment account to be withdrawn. Check with the Plan Administrator for details.

Section G - Third Party Administrator (TPA) Loan Issue Fee

A standing loan fee established by the Trustee may apply if this section is blank. Indicate a specified amount if you wish to override the standing loan fee. If the Waive Fee option is selected, no fee will be applied, including the standing loan fee. The fee will be deducted from the Participant's account after the loan amount has been removed using John Hancock USA's standard protocol and will be paid to the TPA currently on record with John Hancock USA. John Hancock USA is not responsible for any uncollected fee amounts as a result of insufficient funds. These shortages will be reported on the transaction and summary confirmations.

Section H - Authorized Plan Representative Signature

Ensure that the appropriate signature is on the form. Any changes to information provided on this form require proper authorization.

If Section C - Participant's Signature has been obtained separately, certification will be provided under the Authorized Plan Representative signature section.

Notes

1. It is the responsibility of the plan administrator to ensure that:
 - a. participant loan qualification requirements are met (according to the plan document);
 - b. each granted loan meets the tax law requirements and is not treated as a distribution;
 - c. if the participant named above has more than one outstanding loan or the loan requested on this form is used to refinance an outstanding loan, the loans collectively, as well as each of the prior loan and the additional loan, meet the applicable tax law requirements and are not treated as distributions under the participant's plan;
 - d. any restriction that the plan may have on the number of outstanding loans that a participant may have at any one time is complied with;
 - e. each plan loan is not a prohibited transaction;
 - f. John Hancock Life Insurance Company (U.S.A.) ("John Hancock USA") will be notified if and when a loan is deemed to be a distribution for tax purposes. John Hancock USA is not responsible for preparing and filing any tax reporting until and unless such notification has been provided by the plan administrator, and if such service is available under your contract.
2. When John Hancock USA receives a payment, we will reduce the Loan Account balance by the amount of the repayment.
Loan repayments will be applied first to interest owing on the loan, and then to the principal. All loan repayments must be remitted through your plan trustee. Please do not send personal checks directly to John Hancock USA.
3. This loan request does not constitute a promissory note or loan agreement.



Loan Request

- To complete this form, please read the instruction page attached to this form.
- Participant completes page 1 of this form.
- Plan Representative reviews page 1 and completes page 2 of this form.

Section A - General Information

Contractholder Name The Trustees of		Contract Number
Participant Name (Last Name, First Name, Initial)		Social Security Number
Participant Address - Number, Street, Apt., City, State, Zip Code		

Section B - Payment Instructions to Participant Directly

Section 1 - Electronic Fund Transfer Information

Direct Deposit to my (select one) Checking or Savings Account

OR

Wire - Verify with the receiving bank if they accept wires and/or charge a fee.

Bank Name
Bank ABA/Routing Number
Bank Address - Number, Street, City, State, Zip Code
Bank Account Number

Section 2 - Check Information - For distribution amounts over \$50,000, use electronic fund transfer.

Mailing Address (complete if different from participant address in Section A) - Number, Street, Apt., City, State, Zip Code

Section C - Participant Signature

For your protection, state law, where applicable, requires the following sentence to appear on this form. Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Signature of Participant	Name	Date
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Participant Name (Last Name, First Name, Initial)	Social Security Number
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Section D - Loan Information - Complete Section E for Loan Refinancing

Total Amount of Loan	\$	Loan Maturity Date	Month	Day	Year	Loan Interest Rate	%
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Section E - Loan Refinancing (if applicable)

Total Amount of Refinanced Loan	\$	Existing Loan No.	
Estimated Amount of Existing Loan	\$	Estimated Direct Deposit/Check/Wire Amount	\$

Section F - Loan Withdrawal Order

John Hancock USA's Standard Loan Withdrawal Order will be used unless completed below.

Money Types to be used	Money Type	Amount	Group Annuity Investment Account - For Approved contracts only
		\$	
		\$	
		\$	
		\$	
		\$	

Section G - Third Party Administrator (TPA) Loan Issue Fee

Waive Fee

OR

Loan Issue Fee \$ will be applied.

Section H - Authorized Plan Representative Signature

If the participant fails to sign Section C - Participant Signature (page 1 of this form), the authorized Plan representative below certifies, under penalties of perjury, that based on the plan sponsor's record, the number shown on this form is the correct taxpayer identification number (Social Security Number) of the participant and that the information provided is correct.

I hereby certify that the requested loan is not a taxable or a deemed distribution under the Internal Revenue Code, and that the loan complies with the plan document and all pertinent laws. I certify also that spousal consent (as required by Internal Revenue Code Section 417), if applicable, has been properly obtained and that the loan is not a prohibited transaction as defined in the Internal Revenue Code Section 4975 or under the Employee Retirement Income Security Act. I direct John Hancock USA to pay to the Third Party Administrator the above referenced fee, which will be deducted from the participant's account at the time of the distribution. I understand and agree that this fee will be deducted and held in John Hancock USA general business account until paid to the Third Party Administrator. I hereby represent that the fee is authorized under the terms of the plan and that, in my fiduciary capacity, I have determined that the requested fee is a reasonable expense. The undersigned, on behalf of the Plan sponsor, the Plan and its related trust, agrees to hold harmless and indemnify John Hancock USA, its employees, agents or affiliates for acting on the instructions provided herein.

Signature of Authorized Plan Representative	Name	Date
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