# WILLIAM BLAIR Global Leaders Fund - A Class

# **Product Disclosure Statement**

ARSN 644 462 420 APIR LAM9219AU Issue Date 15 September 2023

#### About this PDS

This Product Disclosure Statement ("PDS") has been prepared and issued by Equity Trustees Limited ("Equity Trustees", "we" or "Responsible Entity") and is a summary of the significant information relating to an investment in the WILLIAM BLAIR Global Leaders Fund - A Class (the "Fund"). It contains a number of references to important information (including a glossary of terms), contained in the WILLIAM BLAIR Global Leaders Fund Reference Guide ("Reference Guide"), which forms part of this PDS. You should carefully read and consider both the information in this PDS, and the information in the Reference Guide, before making a decision about investing in the Fund.

The information provided in this PDS is general information only and does not take account of your personal objectives, financial situation or needs. You should obtain financial and taxation advice tailored to your personal circumstances and consider whether investing in the Fund is appropriate for you in light of those circumstances.

The offer to which this PDS relates is only available to persons receiving this PDS in Australia or New Zealand (electronically or otherwise). New Zealand investors must read the William Blair Global Leaders Fund - A Class New Zealand Investor Information Sheet before investing in the Fund. All references to dollars or "\$" in this PDS are to Australian dollars. New Zealand investors wishing to invest in the Fund should be aware that there may be different tax implications of investing in the Fund and should seek their own tax advice as

This PDS does not constitute a direct or indirect offer of securities in the US or to any US Person as defined in Regulation S under the Securities Act of 1933 as amended ("US Securities Act"). Equity Trustees may vary this position and offers may be accepted on merit at Equity Trustees' discretion. The units in the Fund have not been, and will not be, registered under the US Securities Act unless otherwise approved by Equity Trustees and may not be offered or sold in the US to, or for, the account of any US Person (as defined in the Reference Guide) except in a transaction that is exempt from the registration requirements of the US Securities Act and applicable US state securities laws.

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# The Reference Guide

Throughout the PDS, there are references to additional information contained in the Reference Guide. You can obtain a copy of the PDS and the Reference Guide, free of charge, by visiting www.eqt.com.au/insto or by calling the Administrator on 1800 226 174 or by calling the Responsible Entity.

The information contained in the Reference Guide may change between the day you receive this PDS and the day you acquire the product. You must therefore ensure that you have read the Reference Guide current as at the date of your application.

#### Updated information

Information in this PDS is subject to change. We will notify you of any changes that have a material adverse impact on you or other significant events that affect the information contained in this PDS. Any information that is not materially adverse information is subject to change from time to time and may be obtained by visiting www.eqt.com.au/insto or by calling the Administrator on 1800 226 174. A paper copy of the updated information will be provided free of charge on request.

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# Custodian

Certane CT Pty Ltd Level 6, 80 Clarence Street, Sydney 2000 Australia ACN 106 424 088, AFSI 258 829 Ph: +61 2 9053 2201

# 1. About Equity Trustees Limited

# The Responsible Entity

# **Equity Trustees Limited**

Equity Trustees Limited ABN 46 004 031 298 AFSL 240975, a subsidiary of EQT Holdings Limited ABN 22 607 797 615, which is a public company listed on the Australian Securities Exchange (ASX: EQT), is the Fund's responsible entity and issuer of this PDS. Established as a trustee and executorial service provider by a special Act of the Victorian Parliament in 1888, today Equity Trustees is a dynamic financial services institution which continues to grow the breadth and quality of products and services on offer.

Equity Trustees' responsibilities and obligations as the Fund's responsible entity are governed by the Fund's constitution ("Constitution"), the Corporations Act and general trust law.

Equity Trustees has appointed William Blair Investment Management, LLC ("William Blair"), as the investment manager of the Fund William Blair also acts as investment manager of the William Blair SICAV - Global Leaders sub-fund (the "Underlying Fund"). Equity Trustees has appointed a custodian to hold the assets of the Fund. The custodian has no supervisory role in relation to the operation of the Fund and is not responsible for protecting your interests.

# The Investment Manager

William Blair is based in Chicago and along with its affiliates and strategic partners maintains 20 office locations across four continents. William Blair along with its affiliates is employee owned with approximately 1,870 employees and 199 partners. As of 31 December 2022, William Blair Investment Management, LLC had approximately AUD 109.5 billion in assets under management.

For more information about William Blair, please visit: www.williamblair.com

#### Administrator and Custodian

Equity Trustees Limited has also appointed DDH Graham as the administrator and Certane CT Pty Ltd as custodian of the Fund's

In its role as custodian, Certane CT Ptv Ltd safekeeps assets of the Fund. The role of the Custodian is limited to holding assets of the Fund and it has no supervisory role in relation to the operation of the Fund. The Custodian does not make investment decisions in respect of the assets held or manage those assets and has no liability or responsibility to investors in the Fund.

At its full discretion, Equity Trustees Limited may remove or appoint additional service providers.

# 2. How the William Blair Global Leaders Fund - A Class works

The Fund is a registered managed investment scheme governed by the Constitution. The Fund comprises assets which are acquired in accordance with the Fund's investment strategy. Direct investors receive units in the Fund when they invest. In general, each unit represents an equal interest in the assets of the Fund referable to the Class subject to liabilities; however, it does not give investors an interest in any particular asset of the Fund.

If you invest in the Fund through an IDPS (as defined in the Reference Guide) you will not become an investor in the Fund. The operator or custodian of the IDPS will be the investor entered in the Fund's register and will be the only person who is able to exercise the rights and receive the benefits of a direct investor. Your investment in the Fund through the IDPS will be governed by the terms of your IDPS. Please direct any queries and requests relating to your investment to your IDPS Operator. Unless otherwise stated, the information in the PDS applies to direct investors.

#### Applying for units

You can acquire units by completing the Application Form that accompanies this PDS. The minimum initial investment amount for the Class is \$10,000.

Completed Application Forms should be sent along with your identification documents (if applicable) to:

DDH Graham Limited Reply Paid 330 Brisbane QLD 4001

Please note that cash cannot be accepted.

We reserve the right to accept or reject applications in whole or in part at our discretion. We have the discretion to delay processing applications where we believe this to be in the best interest of the Fund's investors.

The price at which units are acquired is determined in accordance with the Constitution ("Application Price"). The Application Price on a Business Day is, in general terms, equal to the Net Asset Value ("NAV") of the Class, divided by the number of units on issue and adjusted for transaction costs ("Buy Spread"). At the date of this PDS, the Buy Spread is nil.

The Application Price will vary as the market value of assets in the Class rises or falls.

# Making additional investments

You can make additional investments into the Class at any time by sending us your additional investment amount together with a completed Application Form. The minimum additional investment into the Class is \$5,000 or as otherwise determined by the Responsible Entity.

# Distributions

An investor's share of any distributable income is calculated in accordance with the Constitution and is generally based on the number of units held by the investor at the end of the distribution

The Fund usually distributes income annually as at 30 June, however, the Responsible Entity may change the distribution frequency without notice. Distributions are calculated effective the last day of each distribution period and are normally paid to investors as soon as practicable after the distribution calculation date.

Investors in the Fund can indicate a preference to have their distribution:

- reinvested back into the Fund; or
- directly credited to their AUD Australian domiciled bank account.

Investors who do not indicate a preference will have their distributions automatically reinvested. Applications for reinvestment will be taken to be received immediately prior to the next Business Day after the relevant distribution period. There is no Buy Spread on distributions that are reinvested.

In some circumstances, the Constitution may allow for an investor's withdrawal proceeds to be taken to include a component of distributable income.

Indirect Investors should review their IDPS Guide for information on how and when they receive any income distribution.

New Zealand investors can only have their distribution directly credited if an AUD Australian domiciled bank account is provided, otherwise it must be reinvested (refer to the William Blair Global Leaders Fund – A Class New Zealand Investor Information Sheet)

# Access to your money

Investors in the Fund can generally withdraw their investment by completing a written request to withdraw from the Fund and mailing

DDH Graham Limited Reply Paid 330 Brisbane QLD 4001

Or by fax to +617 3210 6986

The minimum withdrawal amount is \$5,000 or as otherwise determined by the responsible entity, provided that your balance following any redemption does not fall below \$10,000. Once we receive and accept your withdrawal request, we may act on your instruction without further enquiry if the instruction bears your account number or investor details and your (apparent) signature(s), or your authorised signatory's (apparent) signature(s).

Equity Trustees will generally allow an investor to access their investment within 6 business days of acceptance of a withdrawal request by transferring the withdrawal proceeds to such investor's nominated AUD Australian domiciled bank account. However, Equity Trustees is allowed to reject withdrawal requests, and also to make payment up to 21 days after acceptance of a request (which may be extended in certain circumstances) as outlined in the Constitution and Reference Guide.

We reserve the right to accept or reject withdrawal requests in whole or in part at our discretion.

The price at which units are withdrawn is determined in accordance with the Constitution ("Withdrawal Price"). The Withdrawal Price on a Business Day is, in general terms, equal to the NAV of the Class, divided by the number of units on issue and adjusted for transaction costs ("Sell Spread"). At the date of this PDS, the Sell Spread is nil.

The Withdrawal Price will vary as the market value of assets in the Class rises or falls.

Equity Trustees reserves the right to fully redeem your investment if your investment balance in the Class falls below \$10,000 as a result of processing your withdrawal request. In certain circumstances, for example, when there is a freeze on withdrawals, where accepting a withdrawal is not in the best interests of investors in the Fund including due to one or more circumstances outside its control or where the Fund is not liquid (as defined in the Corporations Act), Equity Trustees can deny or suspend a withdrawal request and you may not be able to withdraw your funds in the usual processing times or at all. When the Fund is not liquid, an investor can only withdraw when Equity Trustees makes a withdrawal offer to investors in accordance with the Corporations Act. Equity Trustees is not obliged to make such offers.

If you are an Indirect Investor, you need to provide your withdrawal request directly to your IDPS Operator. The time to process a withdrawal request will depend on the particular IDPS Operator and the terms of the IDPS.

# Unit pricing discretions policy

Equity Trustees has developed a formal written policy in relation to the guidelines and relevant factors taken into account when exercising any discretion in calculating unit prices (including determining the value of the assets and liabilities). A copy of the policy and, where applicable and to the extent required, any other relevant documents in relation to the policy will be made available free of charge on request.

# Additional information

If and when the Fund has 100 or more direct investors, it will be classified by the Corporations Act as a 'disclosing entity'. As a disclosing entity, the Fund will be subject to regular reporting and disclosure obligations. Investors would then have a right to obtain a copy, free of charge, of any of the following documents:

- the most recent annual financial report lodged with ASIC ("Annual Report");
- any subsequent half yearly financial report lodged with ASIC after the lodgement of the Annual Report; and
- any continuous disclosure notices lodged with ASIC after the Annual Report but before the date of this PDS.

Equity Trustees will comply with any continuous disclosure obligation by lodging documents with ASIC as and when required.

Copies of these documents lodged with ASIC in relation to the Fund may be obtained from ASIC through ASIC's website.

# Further reading

You should read the important information in the Reference Guide about:

- Application cut-off times;
- Application terms;
- Authorised signatories;
- Reports;
- Withdrawal cut-off times;
- Withdrawal terms: and
- Withdrawal restrictions,

under the "Investing in the "WILLIAM BLAIR Global Leaders Fund", "Managing your investment" and "Withdrawing your investment" sections before making a decision. Go to the Reference Guide which is available at www.egt.com.au/insto. The material relating to these matters may change between the time when you read this PDS and the day when you acquire the

# 3. Benefits of investing in the WILLIAM BLAIR Global Leaders Fund - A Class

## Features of the Fund

- Invests, through the Underlying Fund, at least 80% of its total assets in a diversified portfolio of equity securities, including common stocks and other forms of equity investments (e.g. securities convertible into common stocks.
- Investments are normally allocated among at least six different countries and no more than 65% of the Underlying Fund's equity holdings may be invested in securities of issuers in one country at any given time.
- Under normal market conditions, at least 40% of the Underlying Fund's assets will be invested in companies located outside the

# Benefits of investing in the William Blair Global Leaders Fund – A Class

Investing in the Fund provides investors with a range of key benefits including:

- Access to William Blair investment management and advisory expertise;
- Proven track record of William Blair's investment team; and
- Diversification when employed in conjunction with investment in other asset classes and investment styles.

# 4. Risks of managed investment schemes

All investments carry risks. Different investment strategies may carry different levels of risk, depending on the assets acquired under the strategy. Assets with the highest long-term returns may also carry the highest level of short-term risk. The significant risks below should be considered in light of your risk profile when deciding whether to invest in the Fund. Your risk profile will vary depending on a range of factors, including your age, the investment time frame (how long you wish to invest for), your other investments or assets and your risk tolerance.

The Responsible Entity and the Investment Manager do not guarantee the liquidity of the Fund's investments, repayment of capital or any rate of return or the Fund's investment performance. The value of the Fund's investments will vary. Returns are not guaranteed, and you may lose money by investing in the Fund. The level of returns will vary and future returns may differ from past returns. Laws affecting managed investment schemes may change in the future. The structure and administration of the Fund is also subject to change.

In addition, we do not offer advice that takes into account your personal financial situation, including advice about whether the Fund is suitable for your circumstances. If you require personal financial or taxation advice, you should contact a licensed financial adviser and/or taxation adviser.

#### Equity funds general risk

As most of the Underlying Fund's assets will be invested in equity securities, the main risk is that the value of the equity securities it holds may decrease in response to the activities of an individual company or in response to general market, business and economic conditions. If this occurs, the Fund's unit price may also decrease. In addition, there is the risk that individual securities may not perform as expected or a strategy used by the Investment Manager may fail to produce its intended result.

#### Foreign investment risk

The risks of investing in securities of certain foreign issuers may include less publicly available information, less governmental regulation and supervision of certain foreign stock exchanges, brokers and issuers, share registration and custody, a lack of uniform accounting, auditing and financial reporting standards, practices and requirements, the possibility of expropriation, seizure or nationalization, confiscatory taxation limits and repatriation, adverse changes in investment or exchange control regulations, political instability, restrictions on the flow of international capital, imposition of withholding taxes, fluctuating currencies, inflation, difficulty in obtaining and enforcing judgments against entities or other adverse political, social or diplomatic developments that could affect the Underlying Fund's investments. Securities of some foreign issuers are less liquid and their prices more volatile than the securities of U.S. or Australian companies. In addition, the time period for settlement of transactions in certain markets is generally longer than for U.S. or Australian markets.

Foreign securities held by the Underlying Fund will usually be denominated in currencies other than the Australian dollar. Therefore, changes in foreign exchange rates will affect the value of the securities held directly or indirectly by the Fund either beneficially or adversely. Fluctuations in foreign currency exchange rates will also affect the Australian dollar value of dividends and gains and losses realized on the sale of investments in the Fund.

#### Geographic risk

Although the Fund, indirectly through its investment in the Underlying Fund, currently intends to maintain geographic diversification, the Underlying Fund's investment strategy provides for the flexibility to invest up to 65% of its equity holdings in securities of issuers in any one country. To the extent that the Underlying Fund invests a significant portion of its assets in any one country, the Fund will be subject to greater risk of loss or volatility than if the Underlying Fund always maintained wide geographic diversity among the countries in which it invests. Investing, indirectly through its investment in the Underlying Fund, in any one country makes the Fund more vulnerable to the risks of adverse securities markets, exchange rates and social, political, regulatory and economic events in that one country.

#### Emerging markets risk

Foreign investment risk is typically intensified in emerging markets, which are the less developed and developing nations. Certain of these countries have in the past failed to recognize private property rights and have at times nationalized and expropriated the assets of private companies. Political, social and economic structures in many emerging market countries may be less established and may change rapidly. Such countries may also lack the social, political and economic characteristics of more developed countries. Unanticipated political, social or economic developments may affect the values of the Underlying Fund's investments in emerging market countries and the availability to the Underlying Fund of additional investments in these countries.

The currencies of certain emerging market countries have from time to time experienced a steady devaluation relative to the U.S. dollar, and continued devaluations may adversely affect the value of the Underlying Fund's assets denominated in such currencies. Many emerging market countries have experienced substantial rates of inflation for many years, and continued inflation may adversely affect the economies and securities markets of such countries.

The small size, limited trading volume and relative inexperience of the securities markets in these countries may make the Underlying Fund's investments in such countries illiquid and more volatile than investments in more developed countries. There may be little financial or accounting information available with respect to issuers located in these countries, and it may be difficult as a result to assess the value or prospects of an investment in such issuers.

The system of share registration and custody in some emerging market countries may create certain risks of loss (including in some cases the risk of total loss) and the Underlying Fund may be required to establish special custodial or other arrangements before making investments in these countries. There is an increased risk of uninsured loss due to lost, stolen or counterfeit stock certificates or unauthorized trading, or other fraudulent activity.

Prior governmental approval of non-domestic investments may be required and foreign investment in domestic companies may be subject to limitation in some emerging market countries. Foreign ownership limitations also may be imposed by the charters of individual companies in emerging market countries to prevent, among other concerns, violation of foreign investment limitations. Repatriation of investment income, capital and proceeds of sales by foreign investors may require governmental registration and/or approval in some developing countries. The Fund, through its investment in the Underlying Fund, could be adversely affected by delays in or a refusal to grant any required governmental registration or approval for such repatriation.

The economies of certain developing countries may be dependent upon international trade and, accordingly, have been and may continue to be adversely affected by trade barriers, exchange controls, managed adjustments in relative currency values and other protectionist measures imposed or negotiated by the countries with which they trade. These economies also have been and may continue to be adversely affected by economic conditions in the countries with which they trade.

## Temporary defensive position risk

The Fund and the Underlying Fund may each significantly alter its make-up as a temporary defensive strategy. A defensive strategy will be employed only if, in the judgment of the Investment Manager, investments in the Underlying Fund's usual markets or types of securities become decidedly unattractive because of current or anticipated adverse economic, financial, political and social factors. Generally, the Fund will remain fully invested and the Investment Manager will not attempt to time the market. For temporary defensive purposes, either or both of the Underlying Fund and Fund may invest up to 100% of their assets in other types of securities, including high-quality commercial paper, obligations of banks and savings institutions, U.S. Government securities, government agency securities and repurchase agreements, or they may retain funds in cash. When such a circumstance occurs, the Fund may not meet its investment objective.

#### Further reading

You should read the important information in the Reference Guide under "Risks of managed investment schemes" before making an investment decision. Go to the Reference Guide which is available at www.eqt.com.au/insto. The material relating to risks may change between the time you read this PDS and the day when you acquire the product.

# 5. How we invest your money

Warning: When choosing to invest in the Fund or an option of the Fund, you should consider the likely investment returns, the risks of investing and your investment time frame.

## Investment objective

The Fund aims to achieve long term capital appreciation.

#### **Benchmark**

MSCI All Country World Investable Market Index (IMI) (net)

#### Minimum suggested time frame

At least 5 years.

#### Risk level

Medium to High

# Investor suitability

The Fund is generally suited to investors seeking exposure to global equities as part of a diversified portfolio who can accept the risks entailed in investing in foreign securities over the medium to long term. You should speak to your financial adviser before investing in the Fund.

# Investment style and approach

The Fund will be primarily invested in the Underlying Fund, which, under normal market conditions, invests at least 80% of its total assets in a diversified portfolio of equity securities, including common stocks and other forms of equity investments (e.g., securities convertible into common stocks), issued by companies of all sizes worldwide, that the Investment Manager believes have above-average growth, profitability and quality characteristics. The Investment Manager seeks investment opportunities in companies at different stages of development, ranging from large, well-established companies to smaller companies at earlier stages of development that are leaders in their country, industry or globally in terms of products, services or execution. The investments are normally allocated among at least six different countries and no more than 65% of the Underlying Fund's equity holdings may be invested in securities of issuers in one country at any given time. Under normal market conditions, at least 40% of the Underlying Fund's assets will be invested in companies located outside the United States. Normally, the Fund's investments will be divided among the United States, Continental Europe, the United Kingdom, Canada, Japan and the markets of the Pacific Basin. The Fund may invest the greater of 30% of its net assets or twice the emerging markets component of the MSCI All Country World Investable Market Index (IMI) (net) in emerging markets, which includes every country in the world except the United States, Canada, Japan, Australia, New Zealand, Hong Kong, Singapore and most Western European countries.

#### Asset allocation

The Fund will invest in the Underlying Fund. The Fund may also hold minimal amounts of cash or cash equivalent investments for liquidity

#### Changing the investment strategy

The investment strategy and asset allocation parameters may be changed. If a change is to be made, investors in the Fund will be notified in accordance with the Corporations Act.

# Labour, environmental, social and ethical considerations

The Investment Manager's assessment of current and prospective portfolio holdings typically integrates an analysis of applicable environmental, social and governance (collectively, "ESG") factors. Typically, the ESG factors considered by the Investment Manager include sustainability risks related to (i) environmental factors such as climate change, natural resources stewardship, and pollution and waste, (ii) social factors such as labour standards, human capital, customer well-being, supply chain management, and community relations, and (iii) governance factors such as corporate governance and corporate culture. The Investment Manager believes ESG factor integration assists the Fund's investment team to better understand the risks and the opportunities that may affect the company's business or operations. ESG factors are considered based on criteria developed by the Investment Manager's investment teams, and they are integrated with other relevant factors to provide a holistic assessment of companies. For further information regarding the Investment Manager's approach to ESG please refer to the Reference Guide. More information can be found at https://www.williamblair.com/Investment-Management/ ESG-Integration.

## Fund performance

Up to date information on the performance of the Fund will be available by calling the Administrator on 1800 226 174. A free paper copy of the information will also be available on request.

Past performance is not indicative of future performance. The Responsible Entity and Investment Manager do not guarantee the capital, any return on income or capital or the investment performance of the Fund.

# Changes to Fund details

Subject to law and the Constitution, we have the right to make changes to the Fund at any time and in some cases without giving prior notice. These changes may include but are not limited to, closing the Fund to new investors, terminating the Fund and changing the Fund's investment objective or investment strategy. When a material change occurs, we will update this PDS and inform investors of the material change as required by law.

# 6. Fees and costs

#### **DID YOU KNOW?**

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term

For example, total annual fees and costs of 2% of your investment balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You may be able to negotiate to pay lower fees. Ask the Fund or your financial adviser.

## TO FIND OUT MORE

If you would like to find out more, or see the impact of the fees based on your own circumstances, the Australian Securities and Investments Commission (ASIC) Moneysmart website (www.moneysmart.gov.au) has a managed funds fee calculator to help you check out different fee options.

The information in the following Fees and Costs Summary can be used to compare costs between different simple managed investment schemes. Fees and costs can be paid directly from an investor's account or deducted from investment returns. For information on tax please see Section 7 of this PDS.

# Fees and Costs Summary

WILLIAM BLAIR Glo	bal Leaders Fund - A	Class
Type of fee or cost	Amount	How and when paid
Ongoing annual fee	s and costs <sup>1</sup>	
Management fees and costs The fees and costs for managing your investment <sup>2</sup>	1.15% of the NAV of the Class	The management fees component of management fees and costs are accrued daily and paid from the Class quarterly in arrears and reflected in the unit price. Otherwise, the fees and costs are variable and deducted and reflected in the unit price of the Class as they are incurred.
Performance fees Amounts deducted from your investment in relation to the performance of the product	Not applicable	Not applicable

WILLIAM BLAIR Glo	bal Leaders Fund - A	Class
Type of fee or cost	Amount	How and when paid
Transaction costs The costs incurred by the scheme when buying or selling assets	0.04% of the NAV of the Class	Transaction costs are variable and deducted from the Class as they are incurred and reflected in the unit price. They are disclosed net of amounts recovered by the buy-sell spread.  Any transaction costs at the interposed vehicle level are reflected in the value of the Class's investment in the relevant interposed vehicle, and therefore reflected in the unit price.
		ees for services or when
	in or out of the schem	
Establishment fee The fee to open your investment	Not applicable	Not applicable
Contribution fee The fee on each amount contributed to your investment	Not applicable	Not applicable
Buy-sell spread An amount deducted from your investment representing costs incurred in transactions by the scheme	nil upon entry and nil upon exit	These costs are an additional cost to the investor but are incorporated into the unit price and arise when investing application monies and funding withdrawals from the Class and are not separately charged to the investor. The Buy Spread is paid into the Class as part of an application and the Sell Spread is left in the Class as part of a redemption.
Withdrawal fee The fee on each amount you take out of your investment	Not applicable	Not applicable
Exit fee	Not applicable	Not applicable
The fee to close your investment	140r applicable	rvor applicable
Switching fee The fee for changing investment options	Not applicable	Not applicable

<sup>&</sup>lt;sup>1</sup> All fees quoted above are inclusive of Goods and Services Tax (GST) and net of any Reduced Input Tax Credits (RITC). See below for more details as to how the relevant fees and costs are calculated.

# Additional Explanation of Fees and Costs

# Management fees and costs

The management fees and costs include amounts payable for administering and operating the Fund, investing the assets of the Fund, expenses and reimbursements in relation to the Fund and indirect costs if applicable.

Management fees and costs do not include performance fees or transaction costs, which are disclosed separately.

The management fees component of management fees and costs is payable to the Responsible Entity and the Investment Manager of the Fund for managing the assets and overseeing the operations of the Fund. The management fees component is accrued daily and paid from the Class guarterly in arrears and reflected in the unit price. As at the date of this PDS, the management fees component covers certain ordinary expenses such as Responsible Entity fees, investment management fees, custodian fees, and administration and audit fees, and is capped so that the total management fees and costs, including the indirect costs and other expenses component and after any rebate (see below), will not exceed 1.15% of the NAV of the Class as shown in the table above.

The indirect costs and other expenses component may include other ordinary expenses of operating the Fund, as well as management fees and costs (if any) arising from interposed vehicles in or through which the Fund invests. The indirect costs and other expenses component is variable and reflected in the unit price of the Class as the relevant fees and costs are incurred. As at the date of this PDS, the full amount of indirect costs and other expenses component is rebated back to the Fund. The indirect costs and other expenses component is based on the relevant costs incurred during the financial year ended 30 June 2022.

Actual indirect costs for the current and future years may differ. If in future there is an increase to indirect costs disclosed in this PDS, updates will be provided on Equity Trustees' website at www.eqt.com.au/insto where they are not otherwise required to be disclosed to investors under law.

#### Transaction costs

In managing the assets of the Fund, the Fund may incur transaction costs such as brokerage, buy-sell spreads in respect of the underlying investments of the Fund, settlement costs, clearing costs and applicable stamp duty when assets are bought and sold. Transaction costs also include costs incurred by interposed vehicles in which the Fund invests (if any), that would have been transaction costs if they had been incurred by the Fund itself. Transaction costs are an additional cost to the investor where they are not recovered by the Buy/Sell Spread, and are generally incurred when the assets of the Fund are changed in connection with day-to-day trading or when there are applications or withdrawals which cause net cash flows into or out of the Fund.

The Buy/Sell Spread that is disclosed in the Fees and Costs Summary is a reasonable estimate of transaction costs that the Class will incur when buying or selling assets of the Class. These costs are an additional cost to the investor but are incorporated into the unit price and arise when investing application monies and funding withdrawals from the Class and are not separately charged to the investor. The Buy Spread is paid into the Class as part of an application and the Sell Spread is left in the Class as part of a redemption and not paid to Equity Trustees or the Investment Manager. The estimated Buy/Sell Spread is nil upon entry and nil upon exit. The dollar value of these costs based on an application or a withdrawal of \$10,000 is \$0 for each individual transaction. The Buy/Sell Spread can be altered by the Responsible Entity at any time and www.eqt.com.au/insto

will be updated as soon as practicable to reflect any change. The Responsible Entity may also waive the Buy/Sell Spread in part or in full at its discretion. The transaction costs figure in the Fees and Costs Summary is shown net of any amount recovered by the Buy/Sell Spread charged by the Responsible Entity.

Transaction costs generally arise through the day-to-day trading of the Class's assets and are reflected in the Class's unit price as an additional cost to the investor, as and when they are incurred.

The gross transaction costs for the Class are 0.04% p.a. of the NAV of the Class, which is based on the relevant costs incurred during the financial year ended 30 June 2022.

However, actual transaction costs for future years may differ.

<sup>&</sup>lt;sup>2</sup> The management fee component of management fees and costs can be negotiated. See "Differential fees" in the "Additional Explanation of Fees and Costs" below.

#### Can the fees change?

Yes, all fees can change without investor consent, subject to the maximum fee amounts specified in the Constitution. The current maximum management fee to which Equity Trustees is entitled is 2.00% of the GAV of the Class. However, Equity Trustees does not intend to charge that amount and will generally provide investors with at least 30 days' notice of any proposed increase to the management fees component of management fees and costs. In most circumstances, the Constitution defines the maximum level that can be charged for fees described in this PDS. Equity Trustees also has the right to recover all reasonable expenses incurred in relation to the proper performance of its duties in managing the Fund and as such these expenses may increase or decrease accordingly, without

## Payments to IDPS Operators

Subject to the law, annual payments may be made to some IDPS Operators because they offer the Fund on their investment menus. Product access is paid by the Investment Manager out of its investment management fee and is not an additional cost to the investor.

#### Differential fees

The Investment Manager may from time to time negotiate a different fee arrangement (by way of a rebate or waiver of fees) with certain investors who are Wholesale Clients. Please contact the Administrator on 1800 226 174 for further information.

# Example of annual fees and costs for an investment option

This table gives an example of how the ongoing annual fees and costs in the investment option for this product can affect your investment over a 1-year period. You should use this table to compare this product with other products offered by managed investment schemes.

EXAMPLE – Williar	EXAMPLE – William Blair Global Leaders Fund - A Class						
BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING THE YEAR							
Contribution Fees	Nil	For every additional \$5,000 you put in, you will be charged \$0					
Plus Management fees and costs	1.15% p.a.	And, for every \$50,000 you have in the William Blair Global Leaders Fund - A Class you will be charged or have deducted from your investment \$575 each year					
Plus Performance fees	Not applicable	And, you will be charged or have deducted from your investment \$0 in performance fees each year					
Plus Transaction costs	0.04% p.a.	And, you will be charged or have deducted from your investment \$20 in transaction costs					
Equals Cost of William Blair Global Leaders Fund - A Class		If you had an investment of \$50,000 at the beginning of the year and you put in an additional \$5,000 during that year, you would be charged fees and costs of: \$595* What it costs you will depend on the investment option you choose and the fees you negotiate.					

<sup>\*</sup> Additional fees may apply. Please note that this example does not capture all the fees and costs that may apply to you such as the Buy/Sell Spread.

This example assumes the \$5,000 contribution occurs at the end of the first year, therefore the fees and costs are calculated using the \$50,000 balance only.

Warning: If you have consulted a financial adviser, you may pay additional fees. You should refer to the Statement of Advice or Financial Services Guide provided by your financial adviser in which details of the fees are set out.

ASIC provides a fee calculator on www.moneysmart.gov.au, which you may use to calculate the effects of fees and costs on account

The indirect costs and other expenses component of management fees and costs and transaction costs may also be based on estimates. As a result, the total fees and costs that you are charged may differ from the figures shown in the table.

# Further reading

You should read the important information in the Reference Guide about fees and costs under the "Fees and other costs" section before making a decision. Go to the Reference Guide which is available at www.eqt.com.au/insto. The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

# 7. How managed investment schemes are taxed

Warning: Investing in a registered managed investment scheme (such as the Fund) is likely to have tax consequences. You are strongly advised to seek your own professional tax advice about the applicable Australian tax (including income tax, GST and duty) consequences and, if appropriate, foreign tax consequences which may apply to you based on your particular circumstances before investing in the Fund.

The Fund is an Australian resident for tax purposes and does not generally pay tax on behalf of its investors. Australian resident investors are assessed for tax on any income and capital gains generated by the Fund to which they become presently entitled or, where the Fund has made a choice to be an Attribution Managed Investment Trust ("AMIT") and the choice is effective for the income vear, are attributed to them.

# Further reading

You should read the important information in the Reference Guide about Taxation under the "Other important information" section before making a decision. Go to the Reference Guide which is available at www.eqt.com.au/insto. The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

# 8. How to apply

To invest please complete the Application Form accompanying this PDS, send funds (see details in the Application Form) and your completed Application Form to:

DDH Graham Limited Reply Paid 330 Brisbane QLD 4001

Please note that cash cannot be accepted and all applications must be made in Australian dollars.

# Who can invest?

Eligible persons (as detailed in the 'About this PDS' section) can invest, however individual investors must be 18 years of age or over. Investors investing through an IDPS should use the application form provided by their IDPS Operator.

# Cooling off period

If you are a Retail Client who has invested directly in the Fund, you may have a right to a 'cooling off' period in relation to your investment in the Fund for 14 days from the earlier of:

- confirmation of the investment being received; and
- the end of the fifth business day after the units are issued.

A Retail Client may exercise this right by notifying Equity Trustees in writing. A Retail Client is entitled to a refund of their investment adjusted for any increase or decrease in the relevant Application Price between the time we process your application and the time we receive the notification from you, as well as any other tax and other reasonable administrative expenses and transaction costs associated with the acquisition and termination of the investment.

The right of a Retail Client to cool off does not apply in certain limited situations, such as if the issue is made under a distribution reinvestment plan, switching facility or represents additional contributions required under an existing agreement. Also, the right to cool off does not apply to you if you choose to exercise your rights or powers as a unit holder in the Fund during the 14 day period. This could include selling part of your investment or switching it to another product.

Indirect Investors should seek advice from their IDPS Operator as to whether cooling off rights apply to an investment in the Fund by the IDPS. The right to cool off in relation to the Fund is not directly available to an Indirect Investor. This is because an Indirect Investor does not acquire the rights of a unit holder in the Fund. Rather, an Indirect Investor directs the IDPS Operator to arrange for their monies to be invested in the Fund on their behalf. The terms and conditions of the IDPS Guide or similar type document will govern an Indirect Investor's investment in relation to the Fund and any rights an Indirect Investor may have in this regard.

# Complaints resolution

Equity Trustees has an established complaints handling process and is committed to properly considering and resolving all complaints. If you have a complaint about your investment, please contact us on:

Phone: 1300 133 472 Post: Equity Trustees Limited GPO Box 2307, Melbourne VIC 3001 Email: compliance@eqt.com.au

We will acknowledge receipt of the complaint within 1 Business Day or as soon as possible after receiving the complaint. We will seek to resolve your complaint as soon as practicable but not more than 30 calendar days after receiving the complaint.

If you are not satisfied with our response to your complaint, you may be able to lodge a complaint with the Australian Financial Complaints Authority ("AFCA").

Contact details are: Online: www.afca.org.au Phone: 1800 931 678 Email: info@afca.org.au

Post: GPO Box 3, Melbourne VIC 3001.

The external dispute resolution body is established to assist you in resolving your complaint where you have been unable to do so with us. However, it's important that you contact us first.

# 9. Other information

#### Consent

The Investment Manager, the Administrator and the Custodian have given and, as at the date of this PDS, have not withdrawn:

- their written consent to be named in this PDS as the Investment Manager, the Administrator and the Custodian of the Fund; and
- their written consent to the inclusion of the statements made about them which are specifically attributed to them, in the form and context in which they appear.

The Investment Manager, the Administrator and the Custodian have not otherwise been involved in the preparation of this PDS or caused or otherwise authorised the issue of this PDS. None of the Investment Manager, the Administrator or the Custodian nor their employees or officers accept any responsibility arising in any way for errors or omissions, other than those statements for which they have provided their written consent to Equity Trustees for inclusion in this

Certane CT has consented and not withdrawn its consent to be named in this PDS as Custodian in the form and context in which it is named. Certane CT does not make, or purport to make, any statement that is included in this PDS and there is no statement in this PDS which is based on any statement by Certane CT.

To the maximum extent permitted by law, Certane CT expressly disclaims and takes no responsibility for any part of this PDS other than the references to its name. Certane CT does not guarantee the repayment of capital or any particular rate of capital or income return.

# Further reading

You should read the important information in the Reference Guide about:

- Your privacy;
- The Constitution;
- Anti-Money Laundering and Counter Terrorism Financing ("AML/CTF");
- Indirect Investors;
- Information on underlying investments;
- Foreign Account Tax Compliance Act ("FATCA"); and
- Common Reporting Standard ("CRS"),

under the "Other important information" section before making a decision. Go to the Reference Guide which is available at www.eqt.com.au/insto. The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

# WILLIAM BLAIR GLOBAL LEADERS FUND – A CLASS APPLICATION FORM

This application form accompanies the Product Disclosure Statement (PDS)/Information Memorandum (IM) relating to units in the following product/s issued by Equity Trustees Limited (ABN 46 004 031 298, AFSL 240975). The PDS/IM contains information about investing in the Fund/Trust. You should read the PDS/IM in its entirety before applying.

• William Blair Global Leaders Fund - A Class

The law prohibits any person passing this Application Form on to another person unless it is accompanied by a complete PDS/IM.

- If completing by hand, use a black or blue pen and print within the boxes in BLOCK LETTERS, if you make a mistake, cross it out and initial. DO NOT use correction fluid
- The investor(s) must complete and sign this form
- Keep a photocopy of your completed Application Form for your records

U.S. Persons: This offer is not open to any U.S. Person. Please refer to the PDS/IM for further information.

#### Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS)

We are required to collect certain information to comply with FATCA and CRS, please ensure you complete section 7.

# If investing with an authorised representative, agent or financial adviser

Please ensure you, your authorised representative, agent and/or financial adviser also complete Section 6.

## Provide certified copies of your identification documents

Please refer to section 9 on AML/CTF Identity Verification Requirements.

#### Send your documents & make your payment

See section 2 for payment options and where to send your application form.

# **SECTION 1 – YOUR CONSUMER ATTRIBUTES**

In relation to our Design and Distribution Obligations (DDO) under the Corporations Act, we seek the following information about your attributes as an investor (please tick only 1 box for each question below)

Further information in relation to these questions can be found in the Target Market Determination (TMD) for the Fund. If you wish to access the TMD, please visit <a href="https://www.eqt.com.au/insto/">https://www.eqt.com.au/insto/</a>

1. Have y	ou received advice prior to applying to invest in the	ne Fun	d?						
	I/We have received personal advice in relation to my	invest	tment in this Fund						
	I/We have received general advice in relation to my investment in this Fund								
	I/We have not received any advice in relation to my investment in this Fund								
0 14/14:									
2. wnat is	s your primary investment objective(s)?								
	Capital growth	Ш	Capital preservation						
	Capital guaranteed Income Distribution								
3. Please	select the intended use of this Fund in your inves	tment	portfolio						
	Solution/Standalone – A large allocation (75%-100%)	of por	rtfolio)						
	Core component – A medium allocation (25%-75% of	of portf	olio)						
	Satellite/Small Allocation – A small allocation (<25%	of por	tfolio)						
4. Please	select the Intended investment timeframe								
	Short term (<=2 years)		Medium term (>2 years)						
	Long term (>8 years)								
5. What is	s your tolerance for risk?								
	Low - I/we can tolerate up to 1 period of underperformance over 20 years		Medium - I/we can tolerate up to 4 periods of underperformance over 20 years						
	High - I/we can tolerate up to 6 periods of underperformance over 20 years		Very High - I/we can tolerate more than 6 periods of underperformance over 20 years						
6. What o	lo you anticipate your withdrawal needs may be?								
	Daily		Weekly						
	Monthly		Quarterly						
	Annually or longer								

#### Please note:

- 1. Failure to complete the above questions may result in your application not being accepted;
- 2. Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your responses to these questions; and
- 3. For further information on the suitability of this product, please refer to your financial adviser and/or the TMD

# SECTION 1.2 – ARE YOU AN EXISTING INVESTOR IN THE FUND/TRUST AND WISH TO ADD TO YOUR INVESTMENT?

Do you have an existing investment in the Fund/Trust and the information provided remains current and correct?

Yes,	, if you can tick both of the boxes below, complete Sections 2 and 8
	I/We confirm there are no changes to our identification documents previously provided and that these remain current and valid.
	I/We confirm there have been no changes to our FATCA or CRS status
Exis	ting investor number:
	ere have been changes in your identification documents or FATCA/CRS status since your last ication, please complete the full Application Form as indicated below.
No,	please complete sections relevant to you as indicated below:
Inve	estor Type:
	Individuals/Joint: complete section 2, 3, 6 (if applicable), 7, 8 & 9
	Companies: complete section 2, 4, 6 (if applicable), 7, 8 & 9
	Custodians on behalf of underlying clients: complete section 2, 4, 5, 5.1, 6 (if applicable), 7, 8 & 9
	<ul> <li>Trusts/superannuation funds:</li> <li>with an individual trustee – complete sections 2, 3, 5, 6 (if applicable), 7, 8 &amp; 9</li> <li>with a company as a trustee – complete sections 2, 4, 5, 6 (if applicable), 7, 8 &amp; 9</li> </ul>

If you are an Association, Co-operative, Partnership, Government Body or other type of entity not listed above, please contact Equity Trustees.

# **SECTION 2 - INVESTMENT DETAILS**

Investment to be held	in the n	ame	(S) Of (	must	inclu	de na	me(s	) OT II	ives	tor(s	S))				
Postal address															
Suburb		S	State					Post	code	;				Со	puntry
										$\mathbb{L}$					
Email address								Cont	act r	10.					
								_			_				
FUND/TRUST NAME															APPLICATION AMOUNT (AUD)
William Blair Global L	_eaders	Fun	id – A	Class	;			LA	M92	19A	·U				\$
Reinvest distribution  Pay distribution  Investor bank de	distribution butions to the tails	tion of details if you he based ons (vith an	ails be ou sele ank if y (if appl n Aust	ect thi you se licable tralian	is opti elect t e), the	ion yo this op	our dis	stribu your natch	ution distr	will ribut	be tion	rein will	be	sted pai	If you select cash, please If in the Fund/Trust If to the bank account below If and must be an AUD-
BSB number			Accou												
DSD Hullibel	$\Box$	$\overline{}$	7000	TTT 114	11100.		T	T	$\top$	$\top$			$\overline{}$		7
Account name				<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u></u>	<u></u>	上		<u> </u>			_
Account name															
Payment method  Cheque – payable  Direct credit – pay	to < Wi	illiar	ı Blair	Globa	al Lea	aders	Fund	- Ap	plica	ation	ıs A	CCOI	unt	t >	
Financial institution n and branch location	ame		NZ Ban 6 Mille				Sydne	 ey							
BSB number		01	2 361												
Account number		83	82807	98											
Swift/BIC		AN	NZBAU	J2C											
Account name		Wi	lliam E	3lair G	₃lobal	Leac	ders F	und	- Ap	plica	atio	ns A	/cc	oun	nt
Reference							desc	criptic	n th	at c	lear	ly ic	den	ıtifie	es you.

Regular savings plan – please ensure you o	complete and sig	n the direct o	debit sect	ion below	1	
Fund/Trust name	Regular savir amount (AUD		Regu	ılar savin	gs plan sta	rt date*
William Blair Global Leaders Fund – A Class	\$		21	/	/	
*Funds will be deducted on or around the 21st	of each month					
☐ Direct debit – complete below:						
/We request and authorise DDH Graham Limite nstitution, a debit to my/our nominated accour debit or charge will be made through the Bulk Einancial institution I/we have nominated belo contained in the <pds im="">).</pds>	nt any amount Ed Electronic Clearin	quity Trustee g System ("I	es has de BECS") fr	emed pa om my/ou	yable by m ur account l	e/us. Thi neld at th
Financial institution name and branch location						
BSB number	Account number					
SOB HUMBER	7 COOGHT HUMBER					
Account name						
By signing and/or providing Equity Trustees we nave understood and agreed to the terms and Equity Trustees as set out in the "Direct Debit to Signature – Investor 1	d conditions gove	erning the dons" (contain	ebit arrar	gements	between r	
<u> </u>				/	/	
Signature – Investor 2			Date			
				/	/	
f signing for a company please include full nam	ne and capacity f	or signing (e	.g. directo	or)		
Source of investment						
Please indicate the source of the investment ar	nount (e.g. retire	ment saving	s, employ	ment inco	ome):	
Send your completed Application	Form to:					
William Blair Global Leaders Fund - Registry c/- DDH Graham Limited GPO Box 330						

Please ensure you have completed all relevant sections and signed the Application Form

Brisbane QLD 4001

# **SECTION 3 - INVESTOR DETAILS - INDIVIDUALS/JOINT**

Please complete if you are investing individually, jointly or you are an individual or joint trustee.

# See Group A AML/CTF Identity Verification Requirements in Section 9

Investor 1			
Title	First name(s)		Surname
Residential addre	ess (not a PO Box/RMB/Locked	d Bag)	
Suburb	State	Posi	tcode Country
Email address (Statements will be se Section 6)	ent to this address, unless you elect othe	erwise in Con	tact no.
Date of birth (DD	/MM/YYYY) Tax File Nu	ımber* – or exemp	ntion code
/ [	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
/			
Country of birth		Occ	upation
territory, national			or function in a government body (local, state, are you an immediate family member or a
☐ No	Yes, please give details:		
Investor 2			
Title	First name(s)		Surname
Residential addre	ess (not a PO Box/RMB/Locked	d Bag)	
	300 (Het al. 6 20)(Hill 2/2001101		
Suburb	State	Post	tcode Country
Email address (Statements will be se Section 6)	ent to this address, unless you elect othe	erwise in Con	tact no.
	-		
Date of birth (DD	/MM/YYYY) Tax File Nu	ımber* – or exemp	otion code
/	/		
Country of birth		Occ	upation
territory, national	or foreign) or in an internationate of such a person?	al organisation or a	or function in a government body (local, state, are you an immediate family member or a
☐ No	Yes, please give details:		

If there are more than 2 registered owners, please provide details as an attachment.

Identification number (e.g. ARBN)

# SECTION 4 - INVESTOR DETAILS - COMPANIES/CORPORATE TRUSTEE

Please complete if you are investing for a company or where the company is acting as trustee.

See Group B AML/CTF Identity Verification Requirements in Section 9 Full company name (as registered with ASIC or relevant foreign registered body) Registered office address (not a PO Box/RMB/Locked Bag) Suburb Postcode State Country Australian Company Number Tax File Number\* - or exemption code Australian Business Number\* (if registered in Australia) or equivalent foreign company identifier **Contact Person** Title First name(s) Surname **Email address** (Statements will be sent to this address, unless you elect otherwise in Section 6) Contact no. Principal place of business: If the principal place of business is the same as the registered office street address, state 'As above' below. Otherwise provide address details. For foreign companies registered with ASIC please provide a local agent name and address if you do not have a principal place of business in Australia. Principal Place of Business Address (not a PO Box/RMB/Locked Bag) Suburb State Postcode Country **Registration details** 

#### **Controlling Persons, Directors and Beneficial Owners**

Name of regulatory body

All beneficial owners who own, hold or control either directly or indirectly 25% or more of the issued capital of a proprietary or private company that is not regulated i.e. does not have an AFSL or ACLN etc., will need to provide Group A AML/CTF Identity Verification Requirements specified in Section 9. In the case of an unregulated public company not listed on a securities exchange, provide the details of the senior managing official(s) as controlling person(s) (e.g. managing director, senior executive(s) etc. who is/are authorised to sign on the company's behalf, and make policy, operational and financial decisions) in the following sections. All proprietary and private companies, whether regulated or unregulated, must provide the names of all of the directors.

# Names of the Directors of a Proprietary or Private Company whether regulated or unregulated

1	2					
3	4					
If there are more than 4 directors, please write the other na	mes below.					
Names of the Beneficial Owners or Senior Managing Of Select:	fficial(s)					
☐ Beneficial owner 1 of an unregulated proprietary or private company; OR						
Senior Managing Official of an unregulated, unlisted,	public (e.g. Limited) company					
Title First name(s) Surname						
Residential address (not a PO Box/RMB/Locked Bag)						
Suburb State	Postcode Country					
Date of birth (DD/MM/YYYY)  / / / / / / / / / / / / / / / / / / /						
Does the beneficial owner named above hold a prominent patte, territory, national or foreign) or in an international org business associate of such a person?						
☐ No ☐ Yes, please give details:						
Select:						
☐ Beneficial owner 2 of an unregulated proprietary or p	rivate company; OR					
☐ Senior Managing Official of an unregulated, unlisted,	public (e.g. Limited) company					
Title First name(s)	Surname					
Residential address (not a PO Box/RMB/Locked Bag)						
Suburb State	Postcode Country					
Date of birth (DD/MM/YYYY)  / / / /						
Does the beneficial owner named above hold a prominent patte, territory, national or foreign) or in an international org business associate of such a person?	oublic position or function in a government body (local, anisation or are you an immediate family member or a					
☐ No ☐ Yes, please give details:						

If there are more than 2 beneficial owners or managing officials, please copy and complete this page for the other persons or alternatively, provide the additional details as an attachment.

# **SECTION 5 - INVESTOR DETAILS - TRUSTS/SUPERANNUATION FUNDS**

Please complete if you are investing for a trust or superannuation fund.

See Group C AML/CTF Identity Verification Requirements in section 9

Fullı		
	ıll name of business (if any) Country	y where established
Aust	ustralian Business Number* (if obtained)	
Гах I	ax File Number* – or exemption code	
Trus <sup>.</sup>	ustee details – How many trustees are there?	
	☐ Individual trustee(s) – complete Section 3 – Investor details –	 - Individuals/Joint
_	Company trustee(s) – complete Section 4 – Investor details –	
	_	Companies/Corporate Trustee
Ш	Combination – trustee(s) to complete each relevant section	
Тур	ype of Trust	
	Registered Managed Investment Scheme	
	Australian Registered Scheme Number (ARSN)	
	Regulated Trust (including self-managed superannuation fund	ds and registered charities that are trusts)
		ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated)	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated)  Please describe	ds and registered charities that are trusts)
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated) Please describe  Beneficiaries of an unregulated trust	
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated)  Please describe	
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated)  Please describe  Beneficiaries of an unregulated trust  Please provide details below of any beneficiaries who directly of	
	Regulated Trust (including self-managed superannuation fund Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)  Registration/Licence details or ABN  Other Trust (unregulated)  Please describe  Beneficiaries of an unregulated trust  Please provide details below of any beneficiaries who directly of more of the trust.	

# Other Trust (unregulated) Continued

Sett	lor details								
	Please provide the full name and last known address of the settlor of the trust where the initial asset contribution to the trust was greater than \$10,000.								
	☐ This information is not required if the initial asset contribution was less than \$10,000, and/or								
	☐ This information is not required if the settlor is deceased								
Sett	lor's full name and la	ast known address							
Ben	eficial owners of an	unregulated trust							
dire	use provide details be ctly or indirectly has includes the appoin	a 25% or greater i	nterest in t	he trust	or is a per	rson wh	o exerts co	ntrol over the trust	
All benefi	cial owners will ne	ed to provide Gro	up A AML	_/CTF Id	entity Ve	rificatio	n Require	ments in Section	
Beneficial Select:	owner 1 or Contro	Iling Person 1							
_	#:-:-1 4. OD								
_	ficial owner 1; OR								
	olling Person – Wha	_	ppointer:		Curnomo				
Title	First name(s	5)			Surname	<del>)</del>			
Pesidentia	l address (not a PO	Boy/PMR/Locked	Bag)						
Residentia	ii address (not a FO	DOX/NIVID/LOCKEU	Бау)						
Suburb		State		Postc	ode		Country		
Date of bir	th (DD/MM/YYYY)	/	/						
state, terri	peneficial owner name tory, national or forein associate of such a p	gn) or in an intern							
☐ No	☐ Yes, ple	ase give details:							
Beneficial Select:	owner 2 or Contro	lling Person 2							
☐ Bene	ficial owner 2; OR								
☐ Conti	olling Person – Wha	at is the role e.g. A	ppointer:						
Title	First name(s	3)			Surname	)			
Residentia	l address (not a PO	Box/RMB/Locked	Bag)						
Suburb		State		Postc	ode		Country		
Date of bir	th (DD/MM/YYYY)	/	/						

Does the beneficial owner named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?
☐ No ☐ Yes, please give details:
If there are more than 2 beneficial owners or controlling persons, please copy and complete this page for the other persons or alternatively, provide the additional details as an attachment.
SECTION 5.1 – CUSTODIAN ATTESTATION: CHAPTER 4, PARTS 4.4.18 AND 4.4.19 OF THE AML/CTF RULES
If you are a Company completing this Application Form on behalf of an individual, another company, a trust or other entity, in a Custodial capacity, please complete this section.
In accordance with Chapter 4, part 4.4.19 (1)(a) to (d) of the AML/CTF Rules, does the Custodian meet the definition (see 'Section 10 – Glossary') of a Custodian?
□ No □ Yes
In accordance with Chapter 4, part 4.4.19 (e) of the AML/CTF Rules, do you, in your capacity as Custodian attest that prior to requesting this designated service from Equity Trustees, it has carried out and will continue to carry out, all applicable customer identification procedures on the underlying account holder named or to be named in the Fund's register, including conducting ongoing customer due diligence requirements in accordance with Chapter 15 of the AML/CTF Rules?
□ No □ Yes
If you answered YES to all of the above questions, then Equity Trustees is able to apply the Chapter 4, part 4.4 Custodian rules to this account and will rely upon the customer due diligence conducted by the Custodian on the underlying account holder named or to be named in the Fund's register.
If requested to do so at any time after the provision of this designated service, the Custodian agrees to honour any reasonable request made by Equity Trustees for information or evidence about the underlying account holder in order to allow Equity Trustees to meet its obligations under the AML/CTF Act.
□ No □ Yes
Excepting the below circumstances where the custodian answered NO or did not complete any of the above questions, no other information about the underlying account holder is required to be collected. However, further information about you as the Custodian and as a company is required to be collected and verified as required by

# **Excepting circumstances:**

If you answered NO or did not complete any of the above questions, then we are unable to apply the Chapter 4, part 4.4 Custodian rules to this application. We are therefore obligated to conduct full Know Your Client procedures on the underlying account holder named or to be named in the Fund's register including any named nominee, as well as the trustees, beneficial owners and controlling persons of the underlying named account in addition to the Custodian. Therefore, please complete the relevant forms and provide identity documents for all parties connected to this account.

the AML/CTF rules. Please complete the rest of this form for the Custodian.

# SECTION 6 – AUTHORISED REPRESENTATIVE, AGENT AND/OR FINANCIAL ADVISER

Please complete if you are appointing an authorised representative, agent and/or financial adviser.

Group D AML/CTF Identity Verification I	Requirement	s in Section 9	
I am an authorised representative or ag	j <b>ent</b> as nomin	ated by the investor(s)	)
appointment of bankruptcy etc. that is a ce	ertified copy. 7	The document must be	e current and complete, signed
Full name of authorised representative or	· agent		
Role held with investor(s)			
Signature			Date
I am a <b>financial adviser</b> as nominated by	the investor		J
Name of adviser		AFSL number	
Dealer group		Name of advisory firm	n
		-	
Postage address			
Suburb State		Postcode	Country
Email address		Contact no.	
ancial Advice (only complete if applicabl	e)		
		vice in relation to this	investment from a licensed
ancial Adviser Declaration			
I/We hereby declare that I/we are not a US	S Person as d	efined in the PDS/IM.	
I/We hereby declare that the investor is no	ot a US Perso	n as defined in the PD	OS/IM.
I/We have attached the relevant CIP docu	ments;		
			Data
ature			Date
a	I am an authorised representative or ag You must attach a valid authority such as appointment of bankruptcy etc. that is a cc by the investor or a court official and permithe investor.  Full name of authorised representative or Role held with investor(s)  Signature  I am a financial adviser as nominated by Name of adviser  Dealer group  Postage address  Suburb State  Email address  ancial Advice (only complete if applicable) The investor has received personal finance financial adviser and that advice is current ancial Adviser Declaration  I/We hereby declare that I/we are not a Us I/We hereby declare that the investor is not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We hereby declare that I/We are not a Us I/We he	I am an authorised representative or agent as nomin You must attach a valid authority such as Power of Atto appointment of bankruptcy etc. that is a certified copy. I by the investor or a court official and permits the author the investor.  Full name of authorised representative or agent  Role held with investor(s)  Signature  I am a financial adviser as nominated by the investor Name of adviser  Dealer group  Postage address  Suburb State  Email address  Email address  ancial Advice (only complete if applicable)  The investor has received personal financial product ad financial adviser and that advice is current.  ancial Adviser Declaration  I/We hereby declare that I/we are not a US Person as d I/We hereby declare that the investor is not a US Perso I/We have attached the relevant CIP documents;	Role held with investor(s)  Signature  I am a financial adviser as nominated by the investor  Name of adviser  AFSL number  Dealer group  Name of advisory fim  Postage address  Suburb  State  Postcode  Email address  Contact no.  ancial Advice (only complete if applicable)  The investor has received personal financial product advice in relation to this financial adviser and that advice is current.  ancial Adviser Declaration  I/We hereby declare that I/we are not a US Person as defined in the PDS/IM.  I/We have attached the relevant CIP documents;

# **Access to information**

Unless you elect otherwise, your authorised representative, agent and/or financial adviser will also be provided
access to your investment information and/or receive copies of statements and transaction confirmations. By
appointing an authorised representative, agent and/or financial adviser you acknowledge that you have read and
agreed to the terms and conditions in the PDS/IM relating to such appointment.

ayı	eed to the terms and conditions in the FD3/liw relating to such appointment.
	Please tick this box if you DO NOT want your authorised representative, agent and/or financial adviser to have access to information about your investment.
	Please tick this box if you DO NOT want copies of statements and transaction confirmations sent to your authorised representative, agent and/or financial adviser.
	Please tick this box if you want statements and transaction confirmations sent ONLY to your authorised representative, agent and/or financial adviser.

# SECTION 7 – FOREIGN ACCOUNT TAX COMPLIANCE ACT (FATCA), COMMON REPORTING STANDARD (CRS) SELF-CERTIFICATION FORM – ALL INVESTORS MUST COMPLETE

## Sub-Section I - Individuals

Plea	ase fill this Sub	o-Section I only if you	are an individual. If you are an en	tity, please fill Sub-Section II.
1. A	re you a US tax	x resident (e.g. US ci	tizen or US resident)?	
	Yes: provide y	our US Taxpayer Iden	tification Number (TIN) and continue	to question 2
	Investor 1			
	Investor 2			
	No: continue to	question 2		
2. A	re you a tax re	sident of any other c	ountry outside of Australia?	
	Yes: state eac		your TIN or equivalent (or Reason C	ode if no TIN is provided) for each
	Investor 1	on and one to quode	·· · · -	
	Country/Juris residence	diction of tax	TIN	If no TIN available enter Reason A, B or C
	1			
	2			
	Investor 2			
	Country/Juris residence	diction of tax	TIN	If no TIN available enter Reason A, B or C
	1			
	2			
	If more space	is needed please prov	ide details as an attachment.	
	No: skip to que	estion 12		
Rea	son Code:			
If TI	N or equivalent	is not provided, please	e provide reason from the following o	ptions:
•	Reason A: The	country/jurisdiction wh	ere the investor is resident does not i	ssue TINs to its residents.

- Reason B: The investor is otherwise unable to obtain a TIN or equivalent number (Please explain why the investor is unable to obtain a TIN in the below table if you have selected this reason).
- Reason C: No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction).

If Reason B has been selected above, explain why you are not required to obtain a TIN:

	Reason B explanation
Investor 1	
Investor 2	

**Sub-Section II – Entities** Please fill this Sub-Section II only if you are an entity. If you are an individual, please fill Sub-Section I. 3. Are you an Australian complying superannuation fund? Yes: skip to question 12 ☐ No: continue to question 4 **FATCA** 4. Are you a US Person? Yes: continue to question 5 ☐ No: skip to question 6 5. Are you a Specified US Person? Yes: provide your TIN below and skip to question 7 No: indicate exemption type and skip to question 7 6. Are you a Financial Institution for the purposes of FATCA? Yes: provide your Global Intermediary Identification Number (GIIN) If you do not have a GIIN, please provide your FATCA status below and then continue to question 7. If you are a sponsored entity, please provide your GIIN above and your sponsor's details below and then continue to question 7. Exempt Beneficial Owner, provide type below: Deemed-Compliant FFI (other than a Sponsored Investment Entity or a Trustee Documented Trust), provide type below: Non-Participating FFI, provide type below: Sponsored Entity. Please provide the Sponsoring Entity's name and GIIN: Trustee Documented Trust. Please provide your Trustee's name and GIIN: Other, provide details:

No: continue to question 7

# **CRS**

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# **Non-Financial Entities**

10. <i>A</i>	Are yo	ou an Active I	Non-Financia	al Ent	tity (Active NFE)?								
	Yes:	specify the typ	oe of Active N	IFE b	elow and skip to qu	estic	on 12:						
		dividends, dis	stribution, inte	rests	oss income from the , royalties and renta sets held for the pro	I inc	ome)	and le	ss th	an 50	)%	passive income (e.g. of its assets during the	
		Corporation to	hat is regularly	y trac	ded or a related enti	ty of	a reg	ularly	trade	ed cor	ро	ration	
		Provide name	e of Listed En	tity:									
		and exchange	e on which tra	aded:									
		Governmenta	al Entity, Interr	natior	nal Organisation or	Cen	tral Ba	ınk					_
		Other: please	specify:										
	No: y	≀ou are a Pass	sive Non-Fina	ncial	Entity (Passive NFE	). C	ontinu	ie to q	uesti	on 11	l		_
Cor	ntroll	ling Persor	ne										
		one or more		ina a	nnly to you:								
•	bene of Au If you perso Whe	eficial owners vustralia? u are a trust, is on exercising or re no natural p	who ultimately s any natural p ultimate effect person is iden	own perso tive c	on including trustee,	prot a ta	are cap tector, ax resident the en	benet benet dent o ntity, t	a tax ficiary of any	reside y, sett r cour	ent tloi ntry	t of any country outside r or any other natural r outside of Australia?	
	Yes.	provide contr	olling person	inforr	mation below:								
	Cont	trolling perso	n 1										
	Title		First name(s)					Surr	name	!			
	Resi	dential addres	s (not a PO B	Box/R	MB/Locked Bag)								
	Subu	urb		State	е		Posto	ode				Country	
	Date	of birth (DD/N	/IM/YYYY)		/								
		untry/Jurisdiction dence	on of tax		TIN					o TIN B or 0		vailable enter Reason	
	1												
	2												

	First name(s)		Surr	ame
Residential	address (not a PO Bo	ox/RMB/Locked Bag)		
		_		
Suburb		State	Postcode	Country
Date of birth	(DD/MM/YYYY)	/		
Country/Juresidence	risdiction of tax	TIN		If no TIN available enter Reason A, B or C
1				
2				
<ul> <li>Reason I investor investor</li></ul>	B: The investor is oth is unable to obtain a C: No TIN is required on does not require the has been selected al	erwise unable to obtain TIN in the below table if	a TIN or equival you have select reason if the do issued by such ju	mestic law of the relevant urisdiction).
Investor 1				
Investor 2				
No: continue  Signature an I undertake t	to provide a suitably	- investors must sign updated self-certification tained herein to becom		of any change in circumstances
No: continue  Signature an  I undertake t which cause	d Declaration – ALL to provide a suitably t	updated self-certification tained herein to becom		of any change in circumstances
No: continue  Signature an  I undertake t which cause	d Declaration – ALL to provide a suitably of the information cor	updated self-certification tained herein to becom		of any change in circumstances
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No: continue  Signature an  I undertake t which cause I declare the  stor 1	d Declaration – ALL to provide a suitably of the information cor information above to	updated self-certification tained herein to becom	e incorrect.  Investor 2	
No: continue  Signature an  I undertake t which cause  I declare the  stor 1  e of individua	d Declaration – ALL to provide a suitably of the information cor information above to	updated self-certification tained herein to becom	e incorrect.  Investor 2  Name of individ	
No: continue  Signature an  I undertake t which cause  I declare the  stor 1  e of individua	d Declaration – ALL to provide a suitably on the information con information above to al/entity	updated self-certification tained herein to becom	e incorrect.  Investor 2  Name of individ	ual/entity
No: continue  Signature an  I undertake t which cause I declare the stor 1 e of individua e of authorise	d Declaration – ALL to provide a suitably on the information con information above to al/entity	updated self-certification tained herein to becom	Investor 2  Name of individ  Name of author	ual/entity

# SECTION 8 - DECLARATIONS - ALL INVESTORS MUST COMPLETE

In most cases the information that you provide in this form will satisfy the AML/CTF Act, the US Foreign Account Tax Compliance Act (FATCA) and the Common Reporting Standard (CRS). However, in some instances the Responsible Entity may contact you to request further information. It may also be necessary for the Responsible Entity to collect information (including sensitive information) about you from third parties in order to meet its obligations under the AML/CTF Act, FATCA and CRS.

#### When you complete this Application Form you make the following declarations:

- I/We have received the PDS/IM and made this application in Australia (and/or New Zealand for those offers made in New Zealand).
- I/We have read the PDS/IM to which this Application Form applies and agree to be bound by the terms and
  conditions of the PDS/IM and the Constitution of the relevant Fund/Trust in which I/we have chosen to invest.
- I/we have carefully considered the features of Fund/Trust as described in the PDS (including its investment objectives, minimum suggested investment timeframe, risk level, withdrawal arrangements and investor suitability) and, after obtaining any financial and/or tax advice that I/we deemed appropriate, am/are satisfied that my/our proposed investment in the Fund/Trust is consistent with my/our investment objectives, financial circumstances and needs.\*
- I/We have considered our personal circumstances and, where appropriate, obtained investment and/or taxation advice.
- I/We hereby declare that I/we are not a US Person as defined in the PDS/IM.
- I/We acknowledge that (if a natural person) I am/we are 18 years of age or over and I am/we are eligible to hold units in the Fund/Trust in which I/we have chosen to invest.
- I/We acknowledge and agree that Equity Trustees has outlined in the PDS/IM provided to me/us how and where I/we can obtain a copy of the Equity Trustees Group Privacy Statement.
- I/We consent to the transfer of any of my/our personal information to external third parties including but not limited to fund administrators, fund investment manager(s) and related bodies corporate who are located outside Australia for the purpose of administering the products and services for which I/we have engaged the services of Equity Trustees or its related bodies corporate and to foreign government agencies for reporting purposes (if necessary).
- I/we hereby confirm that the personal information that I/we have provided to Equity Trustees is correct and
  current in every detail, and should these details change, I/we shall promptly advise Equity Trustees in writing of
  the change(s).
- I/We agree to provide further information or personal details to the Responsible Entity if required to meet its obligations under anti-money laundering and counter-terrorism legislation, US tax legislation or reporting legislation and acknowledge that processing of my/our application may be delayed and will be processed at the unit price applicable for the Business Day as at which all required information has been received and verified.
- If I/we have provided an email address, I/we consent to receive ongoing investor information including PDS/IM information, confirmations of transactions and additional information as applicable via email.
- I/We acknowledge that Equity Trustees does not guarantee the repayment of capital or the performance of the Fund/Trust or any particular rate of return from the Fund/Trust.
- I/We acknowledge that an investment in the Fund/Trust is not a deposit with or liability of Equity Trustees and is subject to investment risk including possible delays in repayment and loss of income or capital invested.
- I/We acknowledge that Equity Trustees is not responsible for the delays in receipt of monies caused by the
  postal service or the investor's bank.
- If I/we lodge a fax application request, I/we acknowledge and agree to release, discharge and agree to
  indemnify Equity Trustees from and against any and all losses, liabilities, actions, proceedings, account claims
  and demands arising from any fax application.
- If I/we have completed and lodged the relevant sections on authorised representatives, agents and/or financial
  advisers on the Application Form then I/we agree to release, discharge and indemnify Equity Trustees from and
  against any and all losses, liabilities, actions, proceedings, account claims and demands arising from Equity
  Trustees acting on the instructions of my/our authorised representatives, agents and/or financial advisers.
- If this is a joint application each of us agrees that our investment is held as joint tenants.
- I/We acknowledge and agree that where the Responsible Entity, in its sole discretion, determines that:
  - I/we are ineligible to hold units in a Fund/Trust or have provided misleading information in my/our Application Form; or
  - I/we owe any amounts to Equity Trustees, then I/we appoint the Responsible Entity as my/our agent to submit a withdrawal request on my/our behalf in respect of all or part of my/our units, as the case requires, in the Fund/Trust.
- For Wholesale Clients\* I/We acknowledge that I am/we are a Wholesale Client (as defined in Section 761G of the Corporations Act 2001 (Cth)) and are therefore eligible to hold units in the Fund/Trust.
- For New Zealand applicants\* I/we have read the terms of the offer relating to New Zealand investors, including the New Zealand warning statement.
- For New Zealand Wholesale Investors\* I/We acknowledge and agree that:
  - I/We have read the "New Zealand Wholesale Investor Fact Sheet" and PDS/IM or "New Zealand Investors: Selling Restriction" for the Fund/Trust;
  - I am/We are a Wholesale Investor and am/are therefore eligible to hold units in the Fund/Trust; and
  - I/We have not:

- Offered, sold, or transferred, and will not offer, sell, or transfer, directly or indirectly, any units in the Fund/Trust:
- Granted, issued, or transferred, and will not grant, issue, or transfer, any interests in or options over, directly or indirectly, any units in the Fund/Trust; and
- Distributed and will not distribute, directly or indirectly, the PDS/IM or any other offering materials or advertisement in relation to any offer of units in the Fund/Trust, in each case in New Zealand, other than to a person who is a Wholesale Investor; and
- I/We will notify Equity Trustees if I/we cease to be a Wholesale Investor; and
- I/We have separately provided a signed Wholesale Investor Certification located at the end of this Application Form.

All references to Wholesale Investor in this Declaration are a reference to Wholesale Investor in terms of clause 3(2) of Schedule 1 of the Financial Markets Conduct Act 2013 (New Zealand).

\* Disregard if not applicable.

#### \*Terms and conditions for collection of Tax File Numbers (TFN) and Australian Business Numbers (ABN)

Collection of TFN and ABN information is authorised and its use and disclosure strictly regulated by tax laws and the Privacy Act. Investors must only provide an ABN instead of a TFN when the investment is made in the course of their enterprise. You are not obliged to provide either your TFN or ABN, but if you do not provide either or claim an exemption, we are required to deduct tax from your distribution at the highest marginal tax rate plus Medicare levy to meet Australian taxation law requirements.

For more information about the use of TFNs for investments, contact the enquiries section of your local branch of the ATO. Once provided, your TFN will be applied automatically to any future investments in the Fund/Trust where formal application procedures are not required (e.g. distribution reinvestments), unless you indicate, at any time, that you do not wish to quote a TFN for a particular investment. Exempt investors should attach a copy of the certificate of exemption. For super funds or trusts list only the applicable ABN or TFN for the super fund or trust.

# When you sign this Application Form you declare that you have read, agree to and make the declarations above

investor 1	investor 2
Name of individual/entity	Name of individual/entity
Capacity (e.g. Director, Secretary, Authorised signatory)	Capacity (e.g. Director, Secretary, Authorised signatory)
Signature	Signature
Date	Date
Company Seal (if applicable)	

# **SECTION 9 – AML/CTF IDENTITY VERIFICATION REQUIREMENTS**

The AML/CTF Act requires the Responsible Entity to adopt and maintain an Anti-Money Laundering and Counter-Terrorism Financing (AML/CTF) Program. The AML/CTF Program includes ongoing customer due diligence, which may require the Responsible Entity to collect further information.

- Identification documentation provided must be in the name of the investor.
- Non-English language documents must be translated by an accredited translator. Provide both the foreign language document and the accredited English translation.
- Applications made without providing this information cannot be processed until all the necessary information has been provided.
- If you are unable to provide the identification documents described please contact Equity Trustees.

These documents should be provided as an original or a CERTIFIED COPY of the original.

# Who can certify?

Below is an example of who can certify proof of ID documents under the AML/CTF requirements:

- Bailiff
- Bank officer with 5 or more years of continuous service
- Building society officer with 5 or more years of continuous service
- · Chiropractor (licensed or registered)
- · Clerk of court
- · Commissioner for Affidavits
- · Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Dentist (licensed or registered)
- Fellow of the National Tax Accountant's Association
- Finance company officer with 5 or more years of continuous service
- Judge of a court
- Justice of the peace
- Legal practitioner (licensed or registered)
- Magistrate
- Marriage celebrant licensed or registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961
- · Master of a court
- Medical practitioner (licensed or registered)
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants

- Member of the Australian Defence Force with 5 or more years of continuous service
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practicing Accountants or the Institute of Public Accountants
- Member of the Parliament of the Commonwealth, a State, a Territory Legislature, or a local government authority of a State or Territory
- Minister of religion licensed or registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- Nurse (licensed or registered)
- Optometrist (licensed or registered)
- Permanent employee of Commonwealth, State or local government authority with at least 5 or more years of continuous service.
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service
- Pharmacist (licensed or registered)
- · Physiotherapist (licensed or registered)
- Police officer
- Psychologist (licensed or registered)
- Registrar, or Deputy Registrar, of a court
- Shariff
- Teacher employed on a full-time basis at a school or tertiary education institution
- Veterinary surgeon (licensed or registered)

#### When certifying documents, the following process must be followed:

- All copied pages of original proof of ID documents must be certified and the certification must not be older than 2 years.
- The authorised individual must ensure that the original and the copy are identical; then write or stamp on the copied document "certified true copy". This must be followed by the date and signature, printed name and qualification of the authorised individual.
- In cases where an extract of a document is photocopied to verify customer ID, the authorised individual should write or stamp "certified true extract".

# **GROUP A – Individuals/Joint**

	h individual investor, individual trustee, beneficial ow ride one of the following primary photographic ID:	ner, o	r individual agent or authorised representative must
	A current Australian driver's licence (or foreign equi	ivalen	t) that includes a photo and signature.
	An Australian passport (not expired more than 2 ye	ars pr	eviously).
	A foreign passport or international travel document	(mus	not be expired)
	An identity card issued by a State or Territory Gove	rnme	nt that includes a photo.
	ou do NOT own one of the above ID documents, plea on from Column B.	se pro	ovide one valid option from Column A and one valid
Col	umn A	Col	umn B
	Australian birth certificate.		A document issued by the Commonwealth or a State or Territory within the preceding 12 months
	Australian citizenship certificate.		that records the provision of financial benefits to the individual and which contains the individual's name and residential address.
	Pension card issued by Department of Human Services.		A document issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by the individual to the Commonwealth (or by the Commonwealth to the individual), which contains the individual's name and residential address. Block out the TFN before scanning, copying or storing this document.
			A document issued by a local government body or utilities provider within the preceding 3 months which records the provision of services to that address or to that person (the document must contain the individual's name and residential address).
			If under the age of 18, a notice that: was issued to the individual by a school principal within the preceding 3 months; and contains the name and residential address; and records the period of time that the individual attended that school.

# **GROUP B – Companies**

	Australian Registered Companies, provide one of the following (must clearly show the Company's full name, type ate or public) and ACN):
	A certified copy of the company's Certificate of Registration or incorporation issued by ASIC.
	A copy of information regarding the company's licence or other information held by the relevant Commonwealth, State or Territory regulatory body e.g. AFSL, RSE, ACL etc.
	A full company search issued in the previous 3 months or the company's last annual statement issued by ASIC.
	If the company is listed on an Australian securities exchange, provide details of the exchange and the ticker (issuer) code.
	If the company is a majority owned subsidiary of a company listed on an Australian securities exchange, provide details of the holding company name, its registration number e.g. ACN, the securities exchange and the ticker (issuer) code.
All of	f the above must clearly show the company's full name, its type (i.e. public or private) and the ACN issued by C.
For F	Foreign Companies, provide one of the following:
	A certified copy of the company's Certificate of Registration or incorporation issued by the foreign jurisdiction(s) in which the company was incorporated, established or formed.
	A certified copy of the company's articles of association or constitution.
	A copy of a company search on the ASIC database or relevant foreign registration body.
	A copy of the last annual statement issued by the company regulator.
	f the above must clearly show the company's full name, its type (i.e. public or private) and the ARBN issued by C, or the identification number issued to the company by the foreign regulator.

In addition, please provide verification documents for each beneficial owner or controlling person (senior managing official and shareholder) as listed under Group A.

A beneficial owner of a company is any person entitled (either directly or indirectly) to exercise 25% or more of the voting rights, including a power of veto, or who holds the position of senior managing official (or equivalent) and is thus the controlling person.

# **GROUP C - Trusts**

Aust	a Registered Managed Investment Scheme, Government Superannuation Fund or a trust registered with the tralian Charities and Not-for-Profit Commission (ACNC), or a regulated, complying Superannuation Fund, ement or pension fund (including a self-managed super fund), provide one of the following:
	A copy of the company search of the relevant regulator's website e.g. APRA, ASIC or ATO.
	A copy or relevant extract of the legislation establishing the government superannuation fund sourced from a government website.
	A copy from the ACNC of information registered about the trust as a charity
	Annual report or audited financial statements.
	A certified copy of a notice issued by the ATO within the previous 12 months.
	A certified copy of an extract of the Trust Deed (i.e. cover page and signing page and first two pages that describes the trust, its purpose, appointer details and settlor details etc.)
For a	all other Unregulated trust (including a Foreign trust), provide the following:
	A certified copy of an extract of the Trust Deed (i.e. cover page and signing page and first two pages that describes the trust, its purpose, appointer details and settlor details etc.)
	If the trustee is an individual, please also provide verification documents for one trustee as listed under Group A.
	If the trustee is a company, please also provide verification documents for a company as listed under Group B.
GR	Group B.
	OUP D – Authorised Representatives and Agents
	OUP D – Authorised Representatives and Agents  ddition to the above entity groups:
	OUP D – Authorised Representatives and Agents
	OUP D – Authorised Representatives and Agents  ddition to the above entity groups:  If you are an Individual Authorised Representative or Agent – please also provide the identification

## **SECTION 10 – GLOSSARY**

Custodian - means a company that:

- a) is acting in the capacity of a trustee; and
- b) is providing a custodial or depository service of the kind described in item 46 of table 1 in subsection 6(2) of the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act); and
- c) either:
  - holds an Australian financial services licence authorising it to provide custodial or depository services under the Corporations Act 2001; or
  - ii. is exempt under the Corporations Act 2001 from the requirement to hold such a licence; and
- d) either:
  - i. satisfies one of the 'geographical link' tests in subsection 6(6) of the AML/CTF Act; or
  - ii. has certified in writing to the relevant reporting entity that its name and enrolment details are entered on the Reporting Entities Roll; and
- e) has certified in writing to the relevant reporting entity that it has carried out all applicable customer identification procedures and ongoing customer due diligence requirements in accordance with Chapter 15 of the AML/CTF Rules in relation to its underlying customers prior to, or at the time of, becoming a customer of the reporting entity.