

# Bell Global Emerging Companies Fund – Class A

## Product Disclosure Statement

ARSN: 160 079 541 mFund Code: BLM01

Date: 28 September 2022

Responsible Entity – Bell Asset Management Limited  
(ABN 84 092 278 647 Australian Financial Services Licence number 231091)

### Contacting Bell Asset Management:


If you have any questions or would like more information, to request a copy of a statement or to request a copy of a document referenced in this Product Disclosure Statement ("PDS") (including the **"Additional Information Booklet to the Product Disclosure Statement"**):

Email: [bellasset@unitregistry.com.au](mailto:bellasset@unitregistry.com.au)  
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Postal address: GPO Box 804  
Melbourne VIC 3000

This PDS is a summary of significant information and contains a number of references to important information (each of which forms part of the PDS). You should consider that information before making a decision about the Bell Global Emerging Companies Fund (**"the Fund"**). The information provided in this PDS is general information only and does not take into account your personal financial situation or needs. You should obtain financial advice tailored to your personal circumstances.

The offer to which this PDS relates is available only to persons receiving the PDS (electronically or otherwise) in Australia. This PDS does not constitute an offer or invitation in any place where, or to any person to whom, it would be unlawful to make such an offer or invitation. The information in this PDS is up to date at the time of preparation. Information in this PDS may change from time to time. Information that has changed in relation to the Fund that is not materially adverse will be made available on the **Fund's website at [www.bellasset.com.au](http://www.bellasset.com.au)**. Please check our website or contact us or your financial adviser for any updates prior to investing in the Fund. A printed copy of any updated information will be available free of charge, upon request, by calling our Client Service Team on (03) 9616 8619.

All references to fees, costs and other charges in the PDS are inclusive of GST and net of estimated input tax credits and reduced input tax credits unless specifically indicated.

This document also contains references to additional information which is either highlighted with an  or which is contained in a separate **document entitled "Additional Information Booklet to the Product Disclosure Statement"** and which forms part of the PDS.

This is important information you should read together with the PDS before deciding whether to invest in the Fund. You can access **the "Additional Information Booklet to the Product Disclosure Statement" on our website** at [www.bellasset.com.au](http://www.bellasset.com.au) or request a free of charge paper copy by calling us.

**There is a target market determination ("TMD") for the Fund.** The TMD contains information about the type of investors for which the Fund is suitable. The TMD is available at [www.bellasset.com.au](http://www.bellasset.com.au). You should consider the TMD before you decide to invest in the Fund.

There are two classes of units in the Fund. This PDS relates only to the Class A units in the Fund. A **reference to 'Units' in this PDS** is a reference to the Class A **units and a reference to 'Fund' is to the Fund** as it relates to the Class A units and a reference to **'Net Asset Value' is to the value of the assets as it** relates to the Class A units after deducting any associated liabilities.

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# 1. About Bell Asset Management Limited

## Responsible Entity

Bell Asset Management Limited ("BAM", "Manager", "RE", "we" or "us") is the Responsible Entity of the Fund.

We are solely responsible for the management of the Fund. The management of the Fund includes the day-to-day administration of the Fund and making investment decisions in relation to the Fund. The RE is required to ensure that the Fund is operated in accordance with the constitution of the Fund ("Constitution") and with the provisions of the *Corporations Act 2001* (Cth) ("Corporations Act").

We are a privately owned investment management firm. We provide a range of investment products to wholesale and retail clients, and as at the date of this PDS, we have total assets under administration or management in excess of \$5 billion.

# 2. How the Bell Global Emerging Companies Fund works

## About the Fund and structure

The Fund is a registered managed investment scheme that is an unlisted Australian unit trust. The Fund is governed by the Constitution.

Interests in the Fund are divided into Units. The Fund currently has two classes of Units, Class A and Class B. This PDS relates only to the Class A **units in the Fund. A reference to 'Units' in this PDS** is a reference to the Class A units. The RE has the power to create additional classes with different rights in the future.

The rights attached to Units are exercisable by the person recorded on the **Fund's register as the holder of these units** ("Unit holder"). A Unit holder has an interest in the assets of the Fund referable to its class, subject to the liabilities of the Fund. A Unit holder does not have an interest in any particular asset of the Fund.

Investors can acquire interests in the Fund by applying for Units and may withdraw from the Fund by making a withdrawal request in relation to the Units they hold.

The price at which Units are acquired ("Application Price") is determined in accordance with the Constitution. The Application Price on a Business Day (i.e. a day, other than a Saturday or Sunday on which banks are open for business in Melbourne) is, in general terms, equal to the amount of the Net Asset Value referable to the class of Units divided by the number of Units on issue in that class and **adjusted for transaction costs (called the "buy spread")**. **The Application Price is generally** determined each Business Day.

The price at which Units may be redeemed ("Withdrawal Price") is determined in accordance with the Constitution. The Withdrawal Price on a Business Day is, in general terms, equal to the amount of the Net Asset Value referable to the class of Units divided by the number of Units on issue in that class and **adjusted for transaction costs (called the "sell spread")**. **The Withdrawal Price is generally** determined each Business Day.

The price of Units will vary as the market value of assets in the Fund rises and falls. The Constitution is binding on each Unit holder (and all persons claiming through it).

## Investing or increasing your investment

To make an initial investment in the Fund, you must complete the application form that is available with this PDS and send it to the National Australia Bank Limited (AFSL and Australian Credit Licence 230686) ("Custodian"). **Like this PDS, the** application form is available from our website [www.bellasset.com.au](http://www.bellasset.com.au) or by contacting our Client Service team on (03) 9616 8619. Application forms and appropriate money must be received by the Custodian by 2pm on a Business Day to receive the Application Price for that Business Day. If application forms and application funds are received after 2pm on a Business Day or on a day that is not a Business Day, the Application Price for the next Business Day will apply.

**Alternatively, while the Fund is admitted as an mFund Product, investors may apply for Units by placing a 'buy order' for Units and application money with their ASX mFund participating broker (or financial adviser using a stockbroking service on their behalf) (the "Broker").**

The Broker will direct the application request to us through CHESS. Received and accepted applications will be forwarded through CHESS to the Broker for payment to be passed through the CHESS daily batch settlement process. We will price and allot new Units to your CHESS **Holder Identification Number ("HIN")**. The Broker will be notified through CHESS of the issue price and Units allotted. Orders must be received by us by 11.15am Melbourne time on a Business Day for you to be issued Units at the Application Price effective for that Business Day. Applications received after this time will be processed at the Application Price effective for the next Business Day.

Additional investments can be made using the application form that is available on our website at [www.bellasset.com.au](http://www.bellasset.com.au) or alternatively by contacting our Client Services Team on (03) 9616 8619.

**The RE authorises the use of this PDS by investors ("Indirect Investors") who wish to access the Fund through an authorised master trust or wrap account, investor directed portfolio service, investor directed portfolio service-like scheme or nominee or custody service (collectively known as "IDPS Service") located in Australia. The operator of an IDPS Service is referred to in this PDS as the "IDPS Operator" and the disclosure document for an IDPS Service is referred to as the IDPS Guide. If you are investing through an IDPS Service or an IDPS-like registered scheme you will need to complete the application form provided by the relevant operator. Further, if you invest through an IDPS Service, your rights and liabilities will be governed by the terms and conditions of the IDPS Guide. Indirect Investors should apply for Units by using the IDPS Guide provided by the IDPS Operator of the IDPS Service.**

## How do you withdraw from the Fund

Unit holders can decrease their investment in the Fund by lodging a withdrawal request with the Custodian.

Withdrawal requests must be received by the Custodian by 2pm on a Business Day to receive the Withdrawal Price for that Business Day. If withdrawal requests are received after 2pm on a Business Day or on a day that is not a Business Day, the Withdrawal Price for the next Business Day will apply.

If you have invested through an IDPS Service or an IDPS-like scheme, you will need to make the withdrawal request through the relevant IDPS or IDPS-like Operator.

Alternatively, while the Fund is admitted as an mFund Product, investors may withdraw their investment in the Fund by lodging a withdrawal request with their Broker. The Broker will direct the withdrawal request to us through CHESS. Received and accepted withdrawal requests will be forwarded through CHESS to the Broker with the withdrawal payment date and the Withdrawal Price as notified by us. Once the payment passes through the CHESS daily batch settlement process, the Units will be cancelled and the **investor's HIN will be updated. Orders must be received by us by 11.15am Melbourne time on a Business Day for you to receive the Withdrawal Price effective for that Business Day.** Requests received after this time or on a weekend or a public holiday will be processed at the Withdrawal Price effective for the next Business Day.

A withdrawal request will usually be satisfied within 10 Business Days **by payment of the withdrawal proceeds to the Unitholder's** nominated bank account (although the Constitution permits up to 30 days for withdrawal proceeds to be paid). In some circumstances, such as when there is a freeze or suspension on withdrawals, Unit holders may not be able to withdraw their funds within the usual period.

If the Fund ceases to be liquid, for the purposes of the Corporations Act, then you may only withdraw from the Fund in accordance with the terms of a withdrawal offer (if any) made by the RE in accordance with the Corporations Act. There is no obligation on the RE to make a withdrawal offer. The RE anticipates that the Fund will generally be liquid.

## Instructions

Instructions (for example, a change of address) for direct holdings must be provided to the registry using the contact details on Page 1 of this PDS. If Units are held via an IDPS, you should refer to your IDPS operator.

If you have invested via mFunds, instructions must be provided to your sponsoring Broker.

## Buy/Sell Spread estimate

0.10% buy spread/0.10% sell spread

The Buy/Sell Spread is an estimate of the transaction costs that are incurred in buying and selling the underlying assets of the Fund as a result of applications and withdrawals. We reserve the right to change the Buy/Sell Spread at our discretion and without prior notice. The buy spread and sell spread are not fees; the amount paid is retained in the Fund.

## Minimum Investment

Unless otherwise determined by us, the minimum initial investment is \$10,000. The minimum additional investment is \$5,000. The minimum withdrawal is \$5,000. The minimum ongoing balance is \$5,000 and if your balance is, or falls, below the minimum holding balance, we may, at our discretion, compulsorily redeem your holding and return to you the balance. Refer to **"Section 8 How to apply"** of this PDS for information on how to make an investment.

## Unit Pricing and Policy

Unit prices are usually calculated each Business Day. We have a written policy in relation to the guidelines and any relevant factors that are taken into account when exercising any discretion in calculating unit prices (including determining the value of assets and the amount of liabilities where market prices are not readily available). A copy of our policy is available to investors on request free of charge.

## Distribution frequency and payment methods

Distributions are normally made annually in July for the period ending 30 June. **A Unit holder's distribution for a distribution period will generally be a proportion of the Fund's distributable income determined by reference to the number of Units held by a Unit holder as a proportion of the total Units on issue on the last day of the distribution period.** Distributions will be reinvested into additional Units unless you direct otherwise. Distribution payments will only be made electronically - if you elect to have distributions paid to you, you must supply direct credit bank account details with your application. If you do not supply bank details, your distributions will be reinvested.

# 3. Benefits of investing in the Bell Global Emerging Companies Fund

## Features

The Fund will give investors exposure to small and mid-capitalised ("SMID") global equities by primarily investing in securities of companies listed on stock exchanges around the world. The size of a company can be characterised by its market capitalisation which refers to **the market value of all of the company's shares. As at the date of this PDS, the companies we refer to as global SMID Cap** companies have a maximum market capitalisation at the time of acquisition below that of the smallest 28% of companies making up the MSCI World Index. Additionally, the investible universe of companies, in which the Fund will invest, will have a minimum capitalisation of USD \$1 billion at the time of acquisition. This is a guide only, as both the size of companies and the makeup of the benchmark will change over time. We expect that over the long term, the Fund will be able to generate returns in excess of the **MSCI World SMID Cap Index with net dividends reinvested in Australian Dollars ("Benchmark")**. We aim to achieve this by following a **Quality at A Reasonable Price or 'QARP' investment philosophy. We will extract what we believe is a higher quality portfolio** relative

to the Benchmark (to reduce fundamental risk) at what we perceive to be a reasonable price (to reduce valuation risk).

We implement our QARP philosophy by following a methodical process that assists us in (i) identifying companies that meet our 'quality' criteria, (ii) selecting stocks and (iii) constructing the portfolio. We also integrate ESG considerations into the process as we believe it will assist us in achieving our investment outcomes. By strictly following our investment philosophy and process, we construct a relatively diversified portfolio of stocks that are a mix of traditional styles categories such as 'growth' and 'value' with the intention of generating more consistent risk-return outcomes across investment cycles.

#### Benefits

- Exposure to a diversified portfolio of securities issued by high quality global businesses
- Positive ESG characteristics with a strong overall score and a low carbon footprint relative to that which applies to the Benchmark of the Fund
- Experienced investment team with a disciplined and proven investment process since 2003

## 4. Risks of managed investment schemes

You should note:

- all investments carry risk;
- different strategies may carry different levels of risk depending on the assets that make up the strategy; and
- assets with the highest long-term returns may also carry the highest level of short-term risk.

When investing in a managed investment scheme, you should also note:

- the value of investments will vary;
- the level of returns will vary and future returns may differ from past returns;
- returns are not guaranteed and you may lose some of your money;
- the laws affecting registered managed investment schemes may change in the future; and
- the prescribed level of risk for you will vary depending on a range of factors, including your age, investment time frames, where other parts of your wealth are invested and your risk tolerance.

The significant risks of investing in the Fund include but are not limited to:

#### Market risk

This is the risk that the performance of the global investment **market as a whole may impact on the Fund's investment** returns. Some of the factors that influence the market include world economic activity, global interest rates, investor sentiment, pandemics, wars, political unrest, terrorism, world events and natural, nuclear and environmental disasters.

#### Fund risk

There are risks of investing in the Fund rather than investing directly in individual securities. Risks include, but are not limited to, the risk that: the Fund terminates; there is a default by a service provider such as the Custodian; errors are made by service providers such as the Fund administrator; the fees and expenses may increase; investments and withdrawals by one or more Unit holders may have an impact on other Unit holders.

#### Currency Risk

The Fund has exposure to securities which are listed and/or hold underlying investments in countries other than Australia. If the value of overseas currencies changes relative to the Australian dollar, the value of the investments of the Fund may change. This means that the currency changes could decrease the value of your investment in the Fund and returns from the Fund. The Fund is managed on an unhedged basis, so it is fully exposed to currency movements.

#### Security specific risk

**Individual securities such as shares are exposed to corporate influences such as changes in a company's business environment and profitability which may cause the value of the company's securities to increase or decrease. This may impact the value of Units.**

#### Key person risk

The performance of the Fund may be dependent on the management skill of one or more key individuals. If key personnel are no longer able to fulfil their obligations there is a risk that Responsible Entity may not be able to find suitably qualified replacements and the performance of the Fund may suffer as a result.

#### Liquidity risk

Liquidity risk is **the risk that the Fund's assets will not be able to be sold readily or for their market value. This risk will be more significant if the Fund invests a large portion of its assets in small capitalisation securities which are not frequently traded or in markets where liquidity is low.**

#### Operational Risk

Operational risk is the risk of loss resulting from inadequate or failed internal processes, human error, system failures or external events. Operational risk also includes cyber risk, risk of fraud, data loss, business disruption or damage as a result of a threat or failure **to protect the information or data stored within the RE's systems and/or the systems of the service providers used by the RE.**

## 5. How we invest your money

### Investment options

There are currently two classes of Units in the Fund, the Class A and the Class B. This PDS relates only to the Class A Units.

### What is the Fund's investment return objective?

The investment return objective of the Fund is to outperform the MSCI World SMID Cap Index over rolling three-year periods after fees and expenses (but before taxes).

### What does the Fund invest in?

The Fund invests in a portfolio of global equity securities and aims to generally follow a strategic asset allocation guideline of 0 to 10% in cash and 90% to 100% in global equity securities **with risk countries defined as 'developed' & 'emerging' by MSCI and may invest in constituents & non-constituents of the MSCI Indices.** The Fund will not use leverage, derivatives or short securities.

### What is the suggested investor profile and minimum time frame for investment?

The Fund is intended to be suitable for investors who wish to gain exposure to global equities, who have a low requirement for income to be provided by this investment and who have a high appetite for investment risk. The minimum suggested timeframe for investment is at least five years.

### Risk level

The RE considers that the risk level of the Fund is high. The likelihood of the value of your investment going up or down over the short term is relatively high compared to investments in funds investing in other types of assets such as fixed interest or cash. However, the Fund has the potential to produce higher or lower returns over the longer term. See Section 4 for more information on risks of managed investment schemes.

### Changes to the Fund

**The RE reserves the right to terminate the Fund or change the Fund's investment objectives** (including the Benchmark, asset allocation, investment objectives and investment style and approach) without providing prior notice to investors in some cases. We will inform investors of any material changes to the Fund in accordance with the law.

### Statement regarding labour standards and environment, social and ethical considerations

We are committed to integrating **environmental, social and governance ("ESG")** issues, including labour and ethical considerations, into our investment process. With our disciplined investment framework, we integrate broader ESG specific activities, including ESG screening, active ESG analysis, engagement with management of companies and proxy voting. We integrate ESG factors into our investment framework and process because we believe that it will assist in achieving our objective of delivering superior long term returns to investors.

**As an outcome, we are committed to maintaining the ESG Quality Score of the Fund's portfolio above the ESG Quality Score of that which applies to the Benchmark of the Fund and the carbon intensity (tonnes CO2 Equivalents/\$ million Revenue) of the Fund's portfolio remaining at least 25% lower than the carbon intensity of the Benchmark of the Fund.** An ESG Quality Score is based on ESG Ratings published by an external researcher. ESG Ratings measure the ability of companies to manage key medium to long-term risks and opportunities arising from ESG factors.



RIAA's RI Certification Symbol signifies that a product or service offers an investment style that takes into account environmental, social, governance or ethical considerations. The Symbol also signifies that Bell Global Emerging Companies Fund adheres to the strict operational and disclosure practices required under the Responsible Investment Certification Program for the category of Product. The Certification Symbol is a Registered Trademark of the Responsible Investment Association Australasia (RIAA). Detailed information about RIAA, the Symbol and Bell Global Emerging Companies Fund methodology, performance and stock holdings can be found at [www.responsibleinvestments.com.au](http://www.responsibleinvestments.com.au), together with details about other responsible investment products certified by RIAA.<sup>1</sup>

<sup>1</sup>The Responsible Investment Certification Program does not constitute financial product advice. Neither the Certification Symbol nor RIAA recommends to any person that any financial product is a suitable investment or that returns are guaranteed. appropriate professional advice should be sought prior to making an investment decision. RIAA does not hold an Australian Financial Services License.



**You should read the important information about fees and costs before making a decision. Refer to the "Additional Information Booklet to the Product Disclosure Statement issued 28 September 2022" at [www.bellasset.com.au](http://www.bellasset.com.au). The material relating to Integration of ESG into our investment process in the "Additional Information Booklet to the PDS" may change between the time when you read this PDS and the day when you acquire the product.**



## 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 returns. For example, total annual fees and costs of 2% of your account 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 contribution fees and management costs where applicable. 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 Investment Commission (ASIC) website ([www.moneysmart.gov.au](http://www.moneysmart.gov.au)) has a managed funds fee calculator to help you check out different fee options.

This section shows the fees and other costs that may be charged. These fees and costs may be deducted from your money, from the returns on your investment or from the assets of the Fund as a whole. Taxes are set out in another part of this PDS.

You should read all the information about fees and costs because it is important to understand their impact on your investment.

### Fees and Costs Summary

Bell Global Emerging Companies Fund		
Type of fee or cost	Amount	How and when paid
<b>Ongoing annual fees and costs</b>		
Management fees and costs - The fees and costs for managing your investment	1.34%p.a.	The management fees component of management fees and costs is calculated in relation to the NAV of the Fund referable to the Class A units on a daily basis. The management fees are deducted from the Fund's assets and are generally paid to us quarterly in arrears. The fees and costs are variable and reflected in the unit price of the Fund as they are incurred. The amount of this fee may be negotiated with wholesale clients - see Additional Explanation of Fees and Costs below.
Performance fees - Amounts deducted from your investment in relation to the performance of the product	Nil	Not Applicable
Transaction costs - The costs incurred by the scheme when buying or selling assets	0.05%	Transaction costs incurred by the Fund are variable and deducted from the Fund as they are incurred and reflected in the unit price. They are disclosed net of amounts recovered by the buy-sell spread.
<b>Member activity related fees and costs (fees for services or when your money moves in or out of the product)</b>		
Establishment fee - The fee to open your investment	Nil	Not Applicable
Contribution fee - The fee on each amount contributed to your investment	Nil	Not Applicable
Buy-sell spread - An amount deducted from your investment representing costs incurred in transactions by the scheme	0.10% upon entry and 0.10% upon exit.	The Buy Spread is added to the NAV price and is paid into the Fund as part of an application and the Sell Spread is deducted from the NAV price and is left in the Fund as part of a redemption.
Withdrawal fee - The fee on each amount you take out of your investment	Nil	Not Applicable
Exit fee - The fee to close your investment	Nil	Not Applicable
Switching fee - The fee for changing investment options	Nil	Not Applicable

All amounts shown are inclusive of GST and net of any applicable reduce input tax credit (RITC).

The information in the Fees and Costs Summary above can be used to compare costs between different 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.** This table below gives an example of how the ongoing annual fees and costs 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.

Bell Global Emerging Companies Fund Class A		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	1.34%	And, for every \$50,000 you have in the Bell Global Emerging Companies Fund – Class A you will be charged or have deducted from your investment \$670 each year
PLUS Performance fees	Nil	And, you will be charged or have deducted from your investment \$0 in performance fees each year
PLUS Transaction costs	0.05%	And, you will be charged or have deducted from your investment \$ 25 in transaction costs.
EQUALS Cost of Fund		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 \$ 695*  What it costs you will depend on the investment option you choose and the fees you negotiate.

\* Additional fees may apply.

## Additional explanation of fees and costs

### Management fees and costs

Management fees and costs are made up of the management fees (1.25%p. a) and the expenses incurred (0.09% p.a) in operating the Fund. These costs are paid out of the Fund and **include costs associated with custody of the Fund's assets and the administration of the Fund** (including the preparation of accounts and maintaining the unit register). These costs do not include any transaction costs (such as brokerage).

The amount of 1.34% of net asset value disclosed in the table above does not include extraordinary or non-recurring expenses (such as the cost of convening a **unitholders' meeting**). **The RE can recover from the Fund's assets all of the RE's costs (including extraordinary expenses)** that are incurred in the proper performance of its duties in relation to the Fund. If there were extraordinary expenses, the amount of **the management costs recovered from the Fund's assets could be higher than 1.34%**.

### Changes in fees

We may vary the fees specified at any time at our absolute discretion, without Unit holder consent, subject to the maximum fee amounts specified in the Constitution. If the variation is an increase we will give you 30 **days'** advance written notice. Changes in the buy/sell spread or expense recoveries do not require notification to investors.

### Different fee arrangements

We may enter into individual fee arrangements with **"wholesale clients"** (as defined in the Corporations Act) in accordance with applicable ASIC class order relief.

Additional fees may be paid by you to a financial advisor if one is consulted or if you invest via an IDPS. You should refer to the **financial adviser's statement of advice (if applicable) and the IDPS Operator**, which provide details of the fees payable.

### Transaction costs

The Fund will also incur transaction costs, including brokerage, settlement costs and clearing fees when you invest in or withdraw from the Fund and when we buy and sell assets or settle transactions. Some of the transaction costs are recovered through a buy/sell spread (i.e., the amount that is added to the unit value to calculate the application price or the amount deducted from the unit value to calculate the withdrawal price). Any transaction costs not recovered by the buy-sell spread charged by us reduces your unit value and would therefore be an additional cost to you. Past costs are not a reliable indicator of future costs. More information is available in the Additional Information Booklet.

### Calculator

The Australian Securities and Investments Commission provides a fees calculator at [moneysmart.gov.au](http://moneysmart.gov.au). This calculator can be used to calculate the effects of fees and costs on your investment.



**You should read the important information about fees and costs before making a decision. Refer to the "Additional Information Booklet to the Product Disclosure Statement issued 28 September 2022" at [www.bellasset.com.au](http://www.bellasset.com.au). The material relating to fees and costs in the "Additional Information Booklet to the PDS" 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 is likely to have tax consequences. You are strongly advised to seek professional tax advice.

You should note that:

- Registered managed investment schemes do not pay tax on behalf of Unit holders.
- Unit holders are assessed for tax on any income and capital gains attributed to them by the Fund.



You should read the important information about taxation of the Fund before making a decision. Refer to the “**Additional Information Booklet to the Product Disclosure Statement issued 28 September 2022**” at [www.bellasset.com.au](http://www.bellasset.com.au). The material relating to taxation of the Fund may change between the time that you read this PDS and the day when you acquire the product.

## 8. How to apply

To invest in the Fund, read this PDS together with the “**Additional Information Booklet to the PDS**” and complete the Application Form which accompanies this PDS. The Application Form is also available from: [www.bellasset.com.au](http://www.bellasset.com.au) or by calling (03) 9616 8619.

Application forms need to be received by the Custodian and **appropriate funding provided to the Fund’s nominated bank** account by 2pm on a Business Day to receive the Application Price for that Business Day.

We are required by law to verify your identity and tax status before accepting your application. If your application is incomplete and we are unable to verify your identity, we will contact you to provide further information prior to accepting your application.

**If investing using the ASX’s mFund service, investors will need** to place their order through, and provide their application money to their Broker and the Broker will direct the application request to us through CHESS. Orders must be received by us by 11.15am Melbourne time on a Business Day for you to be issued Units at the Application Price effective for that Business Day.

### Complaints handling

We have established procedures for dealing with complaints.

If you are a Unit holder in the Fund (that is, you have not invested via an IDPS Service) and you have a complaint, you should contact our Client Services team on (03) 8637 6000 or by writing to us at Level 20, 101 Collins Street Melbourne VIC 3000. Your complaint will generally be acknowledged in writing, and will be handled in accordance with our complaints handling procedures. We will seek to acknowledge complaints from Unit holders as soon as practicable. We will investigate and report to you on the final outcome of your complaint within 30 days of being notified of your complaint.

If you have invested via an IDPS Service and have a concern, you should first contact the IDPS Operator of the IDPS Service through which you invested in the Fund.

**If an issue has not been resolved to your satisfaction, you can contact the Australia Financial Complaints Authority (“AFCA”) on 1300 555 662; or GPO Box 3, Melbourne, Victoria, 3001; or email [info@afca.org.au](mailto:info@afca.org.au); or website [www.afac.org.au](http://www.afac.org.au).** AFCA provides fair and independent financial services complaint resolution that is free to consumers. BAM is a member of the AFCA scheme.

### Cooling off

Under the Corporations Act, retail investors (as defined in the Corporations Act) have a cooling off right which allows them to change their mind about their investment in the Fund and ask for their investment money to be repaid. The cooling off right must be exercised within 14 days from the earlier of when you receive confirmation of your investment or at the end of the fifth Business Day after the day on which your Units were issued to you. The cooling off right terminates immediately if you exercise certain other investor rights, such as withdrawing part of your investment.

The cooling off right does not apply in certain circumstances, such as where Units are issued upon the reinvestment of distributions. To exercise the cooling off right, we must be notified in writing or electronically before the expiry of the cooling off period. The repayment of your investment under the cooling off right is subject to an adjustment for market movements (both positive and negative) during the period the investment has been held. We may also deduct a reasonable charge for our administration costs and amounts in respect of tax. The right to cooling off does not apply to you if you invest in the Fund through an IDPS Service as you do not acquire the rights of a Unit holder in the Fund or if you are a wholesale client (as defined in the Corporations Act).

If you have any questions about cooling off rights contact your IDPS Operator, financial planner or our Client Services team on (03) 9616 8619.

### Switching

Switching is not available for this Fund.

## 9. Other information

### Consents

National Australia Bank Limited has given and, at the date of this PDS, has not withdrawn its written consent to be named in this PDS and the Additional Information Booklet document as the custodian of the Fund.



You should read the important information about the Fund before making a decision.

This information is included in the “**Additional Information Booklet to the Product Disclosure Statement issued 28 September 2022**” and **includes information about Privacy, BAM, how you will be kept informed about the Fund and other information about the Fund (such as transfers).** The “**Additional Information Booklet to the Product Disclosure Statement issued 28 September 2022**” is available at [www.bellasset.com.au](http://www.bellasset.com.au). The material relating to the Fund may change between the time that you read this PDS and the day when you acquire the product.



# Bell Global Emerging Companies Fund – Class A

Additional Information Booklet to the Product Disclosure Statement  
ARSN: 160 079 541 mFund Code: BLM01 Date: 28 September 2022

This document is issued by Bell Asset Management Limited ABN 84 092 278 647 Australian Financial Services Licence number 231091 ("RE", "we" or "us") as the Responsible Entity of the Bell Global Emerging Companies Fund ARSN 160 079 541 (the "Fund").

This information in this document forms part of the Product Disclosure Statement issued 28 September 2022 ("PDS") for the Fund.

The information in this document is up to date at the time of preparation. Information in the document may change from time to time. Information that has changed in relation to the Fund that is not materially adverse will be made available on the Fund's website [www.bellasset.com.au](http://www.bellasset.com.au). Please check our website or contact us or your financial adviser for any updates prior to investing in the Fund.

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# 1. Additional Explanation of Fees and Costs

## Management Fees and Costs

The management costs are the fees and costs we charge for administering and managing the Fund (and includes any indirect costs). This is expressed as the net cost to the Fund (i.e. inclusive of GST and after factoring in input tax credits, or reduced inputs tax credits, able to be claimed by the Fund under the GST rules).

The management fee is calculated and accrued daily on the net asset value of the Fund and is paid to us on a quarterly basis (i.e. at the end of a 3-month period). The management fee is paid from the Fund and is reflected in the unit price; it is not charged separately to your investment.

All of the ordinary expenses incurred in operating the Fund include but are not limited to costs for:

- disbursements in connection with the acquisition or disposal of investments in the Fund;
- legal and accounting fees;
- audit of the Fund's accounts;
- postage and all duties, taxes, levies and other charges in relation to payments to and from unit holders;

- printing accounts, distribution statements and cheques;
- postage of accounts and other documents to unit holders;
- maintaining accounting records and keeping the register; and
- other aspects of the administration of the Fund.

The management fees and costs noted above do not include extraordinary and non-recurring expenses. We may recover extraordinary and non-recurrent expenses (such as costs of unitholder meetings, **changes to the Fund's** Constitution and defending or pursuing legal proceedings) from the Fund. Whilst it is not possible to estimate such expenses with certainty, we anticipate that the events that give rise to such expenses will not occur regularly.

The RE may, in its discretion, accept lower fees and expenses than it is entitled to receive, or may agree to defer payment of those fees and expenses for any time. If payment is deferred then the fee or expense will accrue until paid. All deferred fees and expenses will also be paid upon any retirement or removal of the RE.

## Maximum fees payable under the constitution

- Administration fee of \$345,393 pa indexed for inflation
- A performance fee of 15% of the performance of the Units in excess of the performance of the Benchmark; and
- A management fee of 1.25% per annum of the net asset value of the Fund.

There is no current intention to charge fees at these maximum rates and, in the event that the currently charged fees are **increased**, we will give Unit holders at least 30 days' notice in advance.

## Transaction costs

The Fund will also incur transaction costs, including brokerage, settlement costs, buy-sell spreads, and clearing fees when you invest in or withdraw from the Fund and when we buy and sell assets or settle transactions.

The transaction costs shown in the fees and costs summary is shown net of any amount recovered by the buy-sell spread **charged by us**. The fund's gross total transaction costs for the 12 months to 30 June 2022 are set out in the following table:

2022 gross transaction costs before the buy-sell spread cost recovery	2022 transaction costs shown net of the buy sell spread recovery charged by us
0.13%	0.05%

You will pay the buy-sell spread each time you acquire or dispose of units. We include the buy-sell spread in the price of your units to seek to reduce the impact on existing investors of the transaction costs associated with the applications or withdrawals of Fund units. The Fund retains any benefit of the buy-sell spread.

As at the date of this PDS, the buy spread added upon application is the percentage of the unit price set out in the table below and upon redeeming the sell spread deducted is the percentage of the unit price set out in the table below.

Buy spread added to the unit price (% of the unit price)	Sell spread deducted from the unit price (% of the unit price)	Example of the amount of your buy spread if you invested \$50,000	Example of the amount of your sell spread if you withdraw \$50,000
0.10%	0.10%	\$50	\$50

There is no buy-sell spread on income distributions reinvested.

The buy-sell spread may change if for example:

- our estimate of transaction costs (such as brokerage) changes because the price of transaction costs changes; or

- an investor applies with assets instead of cash or an investor receives assets upon withdrawal instead of cash.

For more information, contact Client Services on 03 9616 8619, or contact us from our website [www.bellasset.com.au](http://www.bellasset.com.au). For indirect investors we recommend that you contact your IDPS Operator.

## 2. Receipts of non-cash benefits

Subject to relevant law, we may receive non-cash benefits in the nature of research from brokers through whom investment transactions are carried out. However, we will only use brokers to provide brokerage services where we are satisfied that the **brokers'** services are consistent with best execution available

in the market and that the brokerage rates paid will not exceed usual institutional full-service brokerage rates for those brokerage services. We will only receive non-cash benefits in the nature of research where we believe the Fund will benefit from these arrangements and they are permitted by law.

## 3. Integrating ESG into our Investment Process

We are committed to integrating ESG factors into our investment process. We do this in different ways within our investment framework and at different stages of the investment process.

Our integration is achieved by applying ESG screens and taking ESG issues into account when conducting fundamental investment research and assessing valuations. Our fundamental investment research and valuation process takes into account externally sourced specialist ESG research in stock evaluation.

Externally sourced specialist ESG research is also taken into account in the stewardship and collaborative engagement that we carry out with companies, as well as when we exercise proxy voting rights for companies in all of our portfolios. The outcomes of our engagement with companies is incorporated into our investment assessment, financial analysis, modelling and valuation of stocks. This means that this exercise, and the other factors noted above, can ultimately influence whether stocks are purchased for a portfolio or continue to be held in a portfolio.

We also set defined portfolio targets for certain ESG factors by applying negative screens to certain companies and industries. This results in certain companies being excluded from the investment universe or their exposure being reduced below a specified threshold.

The excluded companies are recorded and maintained in an ESG exclusion list of companies that we will not invest in. The table below lists the categories of industries and the extent to which companies within those industries are excluded, or their exposure reduced, in our investment universe as at the date of this document and are subject to change.

ESG Category Title	ESG Category description
<b>Tobacco</b>	Exclude all tobacco producers. Secondary exposure (distribution, licensing, retailing or supplying / packaging) limited to a 10% revenue threshold
<b>Controversial Weapons</b>	Exclude all companies with ties to controversial weapons. Definition of controversial weapons = Companies that have any ties to cluster munitions, landmines, biological / chemical weapons, depleted uranium weapons, blinding laser weapons, incendiary weapons, and/or non-detectable fragments.
<b>Conventional Weapons</b>	Limit exposure to conventional weapons to 10% revenue threshold
<b>Nuclear Weapons</b>	Limit exposure to nuclear weapons to 10% revenue threshold
<b>Small Arms – Civilian Firearms</b>	Limit exposure to small arms or civilian firearms to 10% revenue threshold
<b>Adult Entertainment</b>	Exclude all adult entertainment producers. Secondary exposure (distribution or retailing) limited to 5% revenue threshold
<b>International Norms</b>	Exclude all companies that fail UN Global Compact compliance and exclude companies listed of various monitored sanction lists *
<b>Coal – Mining, Generation and Transportation</b>	Exclude all coal companies (as a primary business) as per GICS sub-industry. Also a 10% revenue limit on any other exposure to coal via mining, power generation (utilities) or transportation (excludes met coal).
<b>Uranium – Nuclear Power</b>	Limit exposure to uranium mining to 5% revenue threshold
<b>Nuclear Power – Supplier and Power Generation</b>	Limit exposure to nuclear power generation and nuclear power suppliers to 10% revenue threshold
<b>Gambling</b>	Limit exposure to gambling operators to 10% revenue threshold
<b>Unconventional Oil and Gas extraction</b>	Limit exposure to unconventional oil and gas extraction to 5% revenue threshold. Definition = Excludes unconventional oil and gas production (sands, oil shale (kerogen-rich deposits), shale gas, shale oil, coal seam gas, coal bed methane) as well as Arctic onshore/offshore.

\* Sanction lists screened as at the date of this Additional Information Memorandum include: European Union, OFAC (Office of Foreign Assets Control), OFAC Non-SDN Iranian, OFAC Foreign Financial Institutions Subject to Correspondent Account or Payable-Through Account Sanctions (the "CAPTA List"), United Nations Security Council, Swiss, Japan, Australia, Canada, Hong Kong, Singaporean, United Kingdom

Finally, at an overall portfolio level, each portfolio must have:

- an ESG Quality Score higher than the **portfolio's relevant** benchmark, where the ESG Quality Score is measured using data from a specialist external provider.
- a carbon footprint at least 25% below the portfolios relevant benchmark, where the carbon footprint is measured as tonnes of CO<sub>2</sub>e (carbon dioxide and equivalents) per million U.S. dollars of revenue using data from specialist external provider.

## 4. Taxation

### Taxation of the Fund and Unit holders

These comments are for informational purposes and are intended for Australian residents who hold their investment on capital account for income tax purposes. Unit holders are recommended to obtain their own professional tax advice. The Fund is a resident of Australia for tax purposes. The Responsible Entity has made the Managed Investment Trust ("MIT") **capital treatment and Attribution Managed Investment Trust ("AMIT") elections**. Under the AMIT regime the Responsible Entity is required to attribute income to unit holders on a **"fair and reasonable"** basis in accordance with the **Fund's Constitution**. If there is income of the Fund that is not attributed to a unit holder, the Fund will be subject to tax at the highest marginal rate (plus applicable levies) on that non-attributed income. The Fund can choose to distribute a level of cash that is different to its taxable income, without adverse tax consequences.

Unit holders will be subject to tax on the taxable income of the Fund that is attributed to them under the AMIT regime each financial year. This will be the case regardless of the cash distributed to unit holders, and regardless of whether unit holders elect to reinvest those distributions back into the Fund. The taxable income attributed to unit holders will be made up of various amounts including dividends, interest, net realised capital gains (including CGT concession amounts, if any) and tax credits such as foreign income tax credits.

Where a unit holder makes a large withdrawal request, the Fund may specifically attribute an amount of taxable income to such unit holder on a fair and reasonable basis. This attributed taxable income may impact the amount of the capital gain/loss made by the unit holder (see below regarding cost base adjustments for attributed amounts).

Depending on circumstances, Unit holders may also be subject to capital gains tax when they withdraw units from the Fund. In calculating the capital gain, the cost base of a unit may require adjustment (either an increase or a decrease) in circumstances where the distribution of trust income in a year varies from the taxable income attributed to the unit holders.

### Australian Business Number ("ABN") and Tax File Number ("TFN")

Unit holders may quote their ABN or TFN to the Responsible Entity. It is not an offence to fail to quote an ABN or TFN, however where an ABN or TFN is not quoted and an exemption is not provided the Responsible Entity must then deduct and remit tax to the Australian Taxation Office (ATO) at the highest marginal rate, plus applicable levies from any payments or deemed payments made to the Unit holder. Unit holders that hold Units as part of an enterprise may quote their ABN instead of their TFN.

We believe that integrating ESG into our investment process will assist in our objective of delivering superior long-term returns to investors, the primary reason why we take this approach.

provisions are in Division 396 in Schedule 1 of the Taxation Administration Act 1953 (Cth), which is administered by the Australian Taxation Office (ATO).

The Common Reporting Standard (CRS) is a global reporting standard for the Automatic Exchange of Financial Information developed by the Organisation for Economic Co-operation and Development (OECD). **Australia has signed the OECD's** multilateral convention to implement CRS in Australia and has enacted provisions in Division 396 in Schedule 1 of the Taxation Administration Act 1953 (Cth), to be administered by the ATO. Pursuant to CRS, financial account information of non-Australian tax residents may need to be reported to the ATO which may then be exchanged with those non-Australian **tax residents' foreign** tax authority(ies).

The Responsible Entity may reduce the redemption proceeds in respect of any Unit holder to the extent the Fund is subject to withholding under US or non-US law or by agreement with the US Treasury Department or similar US or non-US government division or department.

We may delay accepting applications until our obligations under FATCA and CRS have been met.

The Responsible Entity requires each Unit holder to furnish it with any information, representations and forms as shall be reasonably requested by the Responsible Entity to assist it in complying with its FATCA and CRS obligations and in obtaining any exemption, reduction or refund of any withholding or other taxes imposed upon the Fund or amounts owing to the Fund by:

- (i) any rules or regulations to which the Fund or any Unit holder is subject which impose on either the Fund or any Unit holder any form of withholding tax;
- (ii) any taxing authority; or
- (iii) any other governmental agency. In addition, the Responsible Entity requires that, if requested by the Responsible Entity, each Unit holder shall execute any and all documents, opinions, instruments and certificates as the Responsible Entity shall have reasonably requested or that are otherwise required to effectuate the foregoing.

If, and to the extent that, the Fund is – or is, in the determination of the Responsible Entity, reasonably likely to be – subject to or required to make any payment, withholding or deduction as a consequence of any Unit holder failing to comply in a timely manner with the requirement described in the preceding paragraph or otherwise as a result of any Unit **holder's** (or group of Unit **holders'**) tax, legal, accounting or other status, the Fund may, at the discretion of the Responsible Entity compulsorily redeem the Units of a Unit holder. In addition, **the Fund's Constitution provides that the** Responsible Entity may at any time and from time to time be

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

The Foreign Account Tax Compliance Act (FATCA) is a United States (US) tax law aimed at financial institutions and other financial intermediaries to prevent tax evasion by US citizens and other US tax residents through use of non-US investments or accounts. Australia has signed an intergovernmental agreement (IGA) with the US to implement FATCA in Australia. The FATCA

entitled to determine that the Fund shall not make payment of all or a portion of the redemption proceeds payable in respect thereof to a Unit holder if the Fund is required under the laws or the applicable regulations or by a tax authority or other governmental agency to withhold any payments as a consequence of any Unit holder failing to comply in a timely manner with the requirement in the preceding paragraph.

## 5. Privacy

The Responsible Entity collects certain personal information from Unit holders in order to properly administer investments in the Fund and for various related purposes. We collect and record personal information through our interactions with you and your nominated adviser(s), including by telephone, email or online. We may also collect personal information from public sources and third parties including information brokers and our service providers.

If you do not provide the information requested in the application form, or if the information you provide us is incomplete or inaccurate, we may be delayed in, or prevented from, processing or accepting your application. We may also be delayed in or prevented from providing to you any products or services, administering your investments, providing information to you or otherwise meeting our obligations to you.

By completing the application form attached to this PDS you will be taken to agree to the collection, use and disclosure of your personal information in accordance with our Privacy Policy which is available at [www.bellasset.com.au](http://www.bellasset.com.au) or by phoning (03) 9616 8619.

By signing the Application Form or otherwise by applying for Units, you agree and consent that we may disclose information held about you as follows:

- to government or regulatory bodies in Australia and overseas;
- to organisations involved in providing administrative services to the Fund;
- as and when required by law; and/or
- if you consent to the disclosure.

If your personal information changes, or if the information we hold about you is incorrect, please contact us as soon as practicable.

If you have any complaints or questions about the privacy of your information please contact our Client Services team on (03) 9616 8619 or by writing to us at Level 20, 101 Collins Street Melbourne VIC 3000.

If your complaint is not resolved to your satisfaction, you may write to the Privacy Commissioner at GPO Box 5218, Sydney NSW 2001 or via email on [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au).

## 6. Information about the Responsible Entity

We may retire as responsible entity of the Fund in accordance with the Constitution and the Corporations Act. Subject to the Corporations Act, we and our associates may hold Units. We are also permitted by the Constitution (subject to the Corporations Act), to deal with our self (as trustee of the Fund or in another capacity), an associate or any Unit holder, have an interest in any

contract or transaction with our self (as trustee of the Fund or in another capacity), an associate or any Unit holder and retain for our own benefit any profits or benefits derived from such contract or transaction and act in the same or similar capacity in relation to any other managed investment schemes.

## 7. Keeping you Informed

If you invest directly in the Fund we will provide you with a statement confirming your initial investment, additional investments or withdrawals as soon as is reasonably practicable after the transaction occurs.

We will also send, or make available, to you:

- an annual income distribution statement;
- an annual tax statement to assist with your tax return;
- an annual report if you elect to receive one on the Application Form (the Fund's annual report is also available at [www.bellasset.com.au](http://www.bellasset.com.au)); and
- any other communications required by law.

If you invest through an IDPS Service or an IDPS-like registered scheme your confirmation of initial contributions, additional investments and withdrawals will be provided to you by your IDPS Operator.

If you provide us with your email address we will provide you with regular updates about the performance, **investments and other characteristics of the Fund's** investments.



## 8. Continuous Disclosure Requirements

In the event the Fund has 100 or more investors, it will be **considered a 'disclosing entity' and subject to continuous disclosure requirements** under the Corporations Act.

Where the Fund is a disclosing entity, it will be subject to regular reporting and disclosure obligations.

## 9. Income Distributions

The Fund will earn income, which may include dividends or distributions, from its exposure to various investment holdings, and may also generate gains or losses from the sale of those investments. Generally, the Fund makes a distribution in July following the end of each financial year.

**A Unit holder's distribution for a distribution period will be a proportion of the Fund's distributable income that is** referable to Units which is determined by reference to the number of Units held by a Unit holder as a proportion of the total Units on issue on the last day of the distribution period.

You may have your distributions paid by electronic funds transfer to your nominated Australian financial institution account; or reinvested in additional Units at the then-prevailing issue price. If you do not make an election, distributions will be reinvested in additional Units.

Distributions will not be made by cheque. If after attempting to pay any distribution into your nominated account, the payment, for whatever reason, is not able to be effected, we will reinvest the amount of the distribution in additional Units into your investment account. If your income entitlement is less than \$50, we may at our discretion decide to reinvest all of your distribution entitlement.

## 10. Access Information on Your Investments

You can also register for access to the BAM investor portal where you can view your registration details, your investment unit balance and dollar value as well as obtain copies of investor

statements that have been issued to you. If you require assistance to register for the investor portal, please call our Client Services Team on (03) 9616 8619.

## 11. Your Financial Adviser

If you nominate a financial adviser we will provide them with copies of your statements and correspondence, and provide them with information about your account. If you require assistance

with nominating or opting out of nominating your financial adviser, please call our Client Services Team on (03) 9616 8619.

## 12. Information about the Fund

### Constitution

The Fund is governed by the Constitution. The Constitution binds the RE and Unit holders and sets out the rules and procedures under which the Fund must operate. It also sets out **the RE's duties, obligations and powers including the power to** borrow, offer different unit classes and in certain circumstances

compulsorily redeem units. The RE may alter the Constitution of the Fund if it reasonably considers that the amendments will not adversely affect the rights of the Unit holders. A copy of the Constitution is available upon request from our Client Services Team.

### Transfers

Unit holders may transfer Units, subject to being eligible to invest in the Fund and the procedure set out in the Constitution and the Corporations Act. We may refuse to record a transfer of a Unit for

any reason including if, in our opinion, it is not in the best interests of the Fund to do so.

### Valuation of Fund assets

The **Fund's** assets are usually valued each Business Day.

### Related Party Transactions

Bell Asset Management may deal with itself and may use the services of related parties in the management of the Fund and pay fees for those services at commercial rates. At the date of this PDS BAM does not use related parties for broking.

All related party transactions are conducted on normal commercial terms and conditions.

## Application Form

### Bell Global Emerging Companies Fund - Class A Unit

Please use this form if you are a new investor and wish to invest in this fund by making an initial application.

**Read and ensure you understand the product disclosure statement (PDS) and the additional information booklet.**

The PDS and 'booklet' are available at [www.bellasset.com.au](http://www.bellasset.com.au) or from your financial adviser. The law prohibits any person passing this Application Form on to another person unless it is accompanied by a complete PDS. We will provide on request and without charge a paper or electronic copy of the current PDS and its incorporated documents.

**Complete all relevant sections of this application form either:**

- **online** – then print and sign in the relevant fields using a black pen; or
- **manually** – please write in BLOCK letters, using a black pen. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.

**Individuals:** complete section 1, section 2 and then section 5 onwards.

**Companies:** complete section 1, section 3 and section 5 onwards.

**Trusts/Superannuation funds:**

- if you are an individual trustee – complete section 1, section 2 and then section 4 onwards.
- if you are a trust with a company as a trustee – complete section 1 and then section 3 onwards.

**Certify and collect the identification documents.**

Please refer to section 9 'Identification and verification' and complete the relevant identification document attached to this Application Form.

**Tell us your tax status.**

Please complete the Tax information form attached to this Application Form.

**Send your documents to our Administrator.**

You can return your forms by post to:

Bell Asset Management Limited  
GPO Box 804  
Melbourne VIC 3001

**Make your payment.**

Please refer to section 6 'Payment of application amount'.

Your application cannot be processed until all relevant identification documents and cleared funds are received.

## 1 Are you an existing investor?

☐ No, complete section 2 onwards.

☐ Yes, the account number is  Complete from section 5 onwards.

## 2 Individuals and sole traders

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

### Investor 1 – Personal details

Title  Full given names

Surname

Date of birth (DD/MM/YYYY)

/  /

### Residential address

A PO Box/RMB/Locked Bag is not acceptable.

Property/Building name (if applicable)

Unit  Street number

Street name

Suburb  State

Postcode  Country

### Postal address (if different to residential address)

A PO Box/RMB/Locked Bag is acceptable.

Property/Building name (if applicable)

Unit  Street number

Street name

Suburb  State

Postcode  Country

### Contact details

Home number (include country and area code)

Business number (include country and area code)

Mobile number (include country code)

### Email address

This email address is the default address for all investor correspondence (such as transaction confirmations, statements, reports and other material).

### ABN

Are you a sole trader?

☐ No ☐ Yes

If yes, what is your business name?

### Tax details — Australian residents

If you are an Australian resident for tax purposes, please provide your tax file number (TFN) or reason for exemption. If you are an Australian resident and do not provide your TFN, or reason for exemption, you will be taxed at the highest marginal tax rate plus the Medicare levy.

### TFN

Reason for exemption

### Tax details — Non Australian residents

If you are not an Australian resident for tax purposes, please indicate your country of residence for tax purposes.

### Are you a domestic or foreign politically exposed person (PEP)?

That is, a person, or their family members or associates, who is or has been entrusted with a prominent public function. This includes foreign or domestic Heads of state or government; senior politicians; government, judicial or military officials; and senior executives of state owned corporations. Family members are individuals that are related through blood, marriage or other form of civil union. Associates are individuals that are closely connected to a PEP, either socially or professionally.

☐ No ☐ Yes

If yes, set out why you are a domestic or foreign PEP

## Investor 2 – Personal details

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	
Date of birth (DD/MM/YYYY)	
<input type="text"/>	<input type="text"/>

## Residential address

A PO Box/RMB/Locked Bag is not acceptable.

Property/Building name (if applicable)	
<input type="text"/>	
Unit	Street number
<input type="text"/>	<input type="text"/>
Street name	
<input type="text"/>	
Suburb	State
<input type="text"/>	<input type="text"/>
Postcode	Country
<input type="text"/>	<input type="text"/>

## Postal address (if different to residential address)

A PO Box/RMB/Locked Bag is acceptable.

Property/Building name (if applicable)	
<input type="text"/>	
Unit	Street number
<input type="text"/>	<input type="text"/>
Street name	
<input type="text"/>	
Suburb	State
<input type="text"/>	<input type="text"/>
Postcode	Country
<input type="text"/>	<input type="text"/>

## Contact details

Home number (include country and area code)
<input type="text"/>
Business number (include country and area code)
<input type="text"/>

Mobile number (include country code)

Email address

All correspondence will be sent to the address provided for investor 1.

## Tax details — Australian residents

If you are an Australian resident for tax purposes, please provide your tax file number (TFN) or reason for exemption. If you are an Australian resident and do not provide your TFN, or reason for exemption, you will be taxed at the highest marginal tax rate plus the Medicare levy.

TFN

Reason for exemption

## Tax details — Non Australian residents

If you are not an Australian resident for tax purposes, please indicate your country of residence for tax purposes.

If there are more than two individual investors or trustees, please provide the full name, date of birth, and residential address of each on a separate sheet and attach to this form

## Are you a domestic or foreign PEP?

That is, a person, or their family members or associates, who is or has been entrusted with a prominent public function. This includes foreign or domestic Heads of state or government; senior politicians; government, judicial or military officials; and senior executives of state owned corporations. Family members are individuals that are related through blood, marriage or other form of civil union. Associates are individuals that are closely connected to a PEP, either socially or professionally.

☐ No ☐ Yes

If yes, set out why you are a domestic or foreign PEP

## 3 Companies

Complete if you are investing as a company or as a trust with a corporate trustee.

**Note:** You are also required to complete the relevant Identification Form.

## Company details

Full name of company (as registered by ASIC)
<input type="text"/>

ACN or ABN (for foreign companies, provide your Australian Registered Body Number (ARBN) if you have one)

TFN

Country of residency (if a foreign company)

### Registered office address

A PO Box/RMB/Locked Bag is not acceptable. If you are a foreign company, write the address of your Australian registered agent (if you have one) or else write your principal place of business.

Name of Australian registered agent (if applicable)

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

### Postal address (if different to above)

A PO Box/RMB/Locked Bag is acceptable.

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

### Contact person at company

Name

Home number (include country and area code)

Business number (include country and area code)

Mobile number (include country code)

Email address

This email address is the default address for all investor correspondence (such as transaction confirmations, statements, reports and other material).

## 4 Trusts or superannuation funds

Please complete if you are investing as a trust or superannuation fund. Individuals and non-corporate trustee(s) must also complete sections 2. Corporate trustees must also complete section 3.

**Note:** You are also required to complete the Identification Form - Trusts and Trustees.

### Trust or superannuation fund details

Name of trust or superannuation fund

ABN (applicable if you are a trust or a self-managed superannuation fund registered with the Australian Tax Office)

TFN



## 5 Investment details and distribution instructions

### Specify your initial application amount.

There is typically a minimum investment amount of \$10,000, however, we may waive or vary the investment minimums.

Indicate your distribution choice below. If you do not make an election, distributions will be reinvested.

FUND NAME	INVESTMENT AMOUNT	INVESTMENT OPTION (indicate preference with an X)	
		Pay to my bank a/c	Reinvest
BellGlobalEmerging Companies Fund - Class A		<input type="checkbox"/>	<input type="checkbox"/>

Please indicate the source and origin of funds being invested:

<input type="checkbox"/> savings	<input type="checkbox"/> inheritance
<input type="checkbox"/> Investment	<input type="checkbox"/> normal course of business
<input type="checkbox"/> superannuation contributions	<input type="checkbox"/> asset sale
<input type="checkbox"/> Commission	<input type="checkbox"/> other – write the source and origin of funds below:
<input type="checkbox"/> donation/gift	<input type="text"/>

## 6 Payment of application amount

Select your payment method and complete the relevant section if applicable. All payments must be made in AUD.

☐ EFT

☐ Cheque

### EFT

Account name: National Nominees Limited ANF Bell Asset Management Ltd Daily Application Account

BSB: 083-043

Account number: 78-108-9502

Your reference: [please use the name of the investor]

### Cheque

Make your cheque payable to National Nominees Limited ANF Bell Asset Management Ltd Daily Application Account and complete the cheque details below.

Cheque number

BSB number  Account number

Cheque drawer

## 7 Financial institution account details

### Australian bank account details

Please provide your bank account details if you have selected to take your distribution in cash or wish to provide these details for future redemptions. We will only pay cash proceeds to a bank account in the name(s) of the investor(s). We will not make any payments into third party bank accounts.

### Financial institution name

Branch name

BSB number  Account number

Account name

## 8 Communication

### Automatic online account access

Online access enables you to view details of your investments (account balance, investment details and account statements). We will send you the necessary registration details by post once your application is processed.

You may receive market commentary, event invitations etc from us, from time to time. Please indicate if you do not wish to receive these communications.

### Annual report options

The annual financial statements of the Fund are available free on our website. If you would like to receive a copy by post, please indicate below. (This refers to annual reports only. This will not affect communication instructions regarding general correspondence for your fund).

☐ By post

## 9 Identification and verification

### Please tick one box only:

- ☐ I have not previously invested in the Bell Global Emerging Companies Fund and will complete the relevant investor identification forms located at the end of this application form.
- ☐ I am an existing investor in the Bell Global Emerging Companies Fund and am not required to complete the investor identification forms located at the end of this application form.

We can put in place arrangements with dealer groups that means that we can rely on the investor identification undertaken by your financial adviser who should contact us for details.

## 10 Financial adviser details

Use this section to tell us about your financial adviser. If you change your financial adviser, it's important to let us know in a timely way. You can also use this section to authorise us to pay your financial adviser their fees. If you would like your financial adviser to receive copies of your statements by email, please enter their email address below.

Email address

**Notice to financial adviser:** by completing this section of the application form, you are confirming that you hold a current Australian Financial Services Licence (AFSL), or are otherwise authorised to advise on and arrange this product.

### Financial adviser details

Dealer group name

Adviser name

AFSL number      Authorised representative number (if any)

### Address

Property/Building name (if applicable)

Unit      Street number

Street name

Suburb      State

Postcode      Country

### Postal address (if different to above)

Property/Building name (if applicable)

Unit      Street number

Street name

Suburb      State

Postcode      Country

### Contact details

Business number (include country and area code)

Mobile number (include country code)

### Adviser signature

By completing this Application Form, I/we:

1. declare that I/we have read and understood the PDS of the Fund and agree to be bound by its terms and conditions as they apply to the Fund and agree to be bound by the Constitution of the Fund (both as amended from time to time).
2. agree to the collection, disclosure and use of my/our personal information in accordance with Bell Asset Management's Privacy Policy, the Privacy section of the Fund Reference Guide - Additional Information to the Product Disclosure Statement or otherwise as required by law.
3. consent to my/our information being disclosed to the related entities of Bell Asset Management for the purposes of administration of the Fund, direct marketing of potential investment opportunities (subject to my/our right of opt-out at any time), product management and development, and for other reasonable purposes.
4. agree to the verification of my/our identity and provide any further information or documentation required by Bell Asset Management to comply with its obligations under laws relating to anti-money laundering and counter-terrorism or any other law, including Australian and overseas taxation legislation.
5. represent and covenant that the funds I/we are investing are not the proceeds of crime or money laundering, nor connected with the financing of terrorism and are not in breach of laws relating to anti-money laundering and counter-terrorism, in Australia or elsewhere.
6. agree that Bell Asset Management may in its absolute discretion determine not to issue Units to me/us, may cancel any Units that have been issued to me/us or may redeem any Units issued to me/us.
7. understand that Bell Asset Management needs time to determine whether to accept identification and verification documents (and to consider whether additional information is required) and acknowledge that even if all the information requested has been provided and received prior to the cut-off time, the processing of the application may be postponed or delayed pending acceptance in which case the application will be processed at the unit price applicable for the Business Day on which all information has been received and verified.
8. acknowledge that none of the Custodian, the Registry, Bell Asset Management nor any of their subsidiaries or directors or associates guarantee the repayment of capital or the performance of the Fund and that an investment in the Fund is subject to risks including possible delays in repayment of capital, possible loss of capital invested and possible loss of income.
9. declare that I/we have received this PDS personally, or a print-out of it, accompanied by or attached to this Application Form before signing the Application Form.
10. declare that all information provided in the Application Form or any other information provided in support of the Application is true and correct and undertake to inform Bell Asset Management of any changes to the information supplied as and when they occur.
11. declare that if I/we are signing under a power of attorney, the power of attorney has not been revoked.
12. acknowledge that this PDS does not constitute an offer in any jurisdiction in which, or to any person for whom, it would be unlawful to make the offer and I/we are in a jurisdiction in which the offer may be lawfully made.
13. declare that I/we have the legal power to invest in the Fund and by making this application. I/we will not contravene any law, regulation, authorisation or the relevant constitution or constituent documents of the investor
14. acknowledge that if I/we use electronic instructions (online, facsimile or email facility), I/we:
  - a. release, discharge and agree to indemnify Bell Asset Management and its agents, including the registrar and their respective officers from and against all losses, liabilities, actions, proceedings, accounts, claims and demands arising from instructions received under the facility;
  - b. agree that a payment made in accordance with the conditions of the facility shall be in complete satisfaction of all obligations to me/us for a payment, notwithstanding it was requested, made or received without my/our knowledge or authority.
15. declare that I/we am/are not bankrupt or a minor, and I/we am/are authorised to sign this form.

**Individual** — where the investment is in one name, the sole investor must sign.

**Joint Holding** — where the investment is in more than one name, all investors must sign. If more than two signatures are required, please attach an additional page with the full names of each account holder, their signatures, and date.

**Companies** — where the company has a sole director who is also the sole company secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a company secretary, a sole director can also sign alone. Otherwise this form must be signed by a director jointly with either another director or a company secretary. Please indicate the capacity in which the form is signed.

**Trust** — the trustee(s) must sign this form. Trustee(s) signing on behalf of the trust confirm that the trustee(s) is/are acting in accordance with such designated powers and authority under the trust deed.

**Power of Attorney** — if signing under a Power of Attorney and you have not already lodged the Power of Attorney document, please attach a certified copy of the Power of Attorney annotated with the following: I/We attest that the Power of Attorney has not been rescinded or revoked and that the person who gave the Power of Attorney is still living.

Signature of investor 1, director or authorised signatory

Please print full name

Date (DD/MM/YYYY)

 /  / 

Company officer (please indicate company capacity)

- ☐ Director
- ☐ Sole director and company secretary
- ☐ Authorised signatory

Signature of investor 2, director/company secretary or authorised signatory

Please print full name

Date (DD/MM/YYYY)

 /  / 

Company officer (please indicate company capacity)

- ☐ Director
- ☐ Company secretary
- ☐ Authorised signatory

If you are investing jointly or are a joint trustee, please indicate whether a single investor can operate your account.

☐ Yes ☐ No

## Instructions: identification forms

<b>Which form?</b>	<p>There are three forms that follow: one each for individuals, companies and trustees.</p> <p>Choose the form that is applicable to you.</p> <p>If you are a partnership, an association, a co-operative or a Government body, then contact us and we will send a more appropriate form to you.</p>
<b>Copies or originals?</b>	<p>This form asks you to send us certain documents. Please send us certified copies, not originals. We will keep what you send to us.</p>
<b>Certifying copies</b>	<p>You must have someone certify the copies you send to us. The following people can be the certifier:</p> <p>You must certify the copies you send to us by one of the following certifiers:</p> <ul style="list-style-type: none"> <li>• a Justice of the Peace</li> <li>• a Notary public (for the purposes of the Statutory Declaration Regulations 1993)</li> <li>• an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public</li> <li>• a permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public</li> <li>• an officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees</li> <li>• an officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993)</li> <li>• a finance company officer with 2 or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993)</li> <li>• a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership</li> <li>• a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described)</li> <li>• a Judge of a court</li> <li>• a magistrate</li> <li>• a chief executive officer of a Commonwealth court</li> <li>• a registrar or deputy registrar of a court</li> <li>• a Police officer</li> <li>• an Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955).</li> </ul>
<b>What should the person certifying write?</b>	<p>"I [name] of [address] being [capacity e.g. Justice of the Peace] certify this and the following [x] pages as a true copy of the original document." Each page should be initialed by the person certifying your documents.</p>
<b>Not in English?</b>	<p>Documents not in English must be accompanied by an English translation prepared by an accredited translator.</p>



## Identification form – Individuals

Complete this form if you have not previously invested in a Bell Asset Management Limited fund. A separate form is required for each investor in the case of joint holdings. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.

If you are a trustee, do NOT complete this form. Complete the Identification form – Trusts and Trustees instead.

1. Please complete this identification form in BLOCK letters and using a black pen.
2. Make copies of your ID document(s) and arrange for them to be certified. Please refer to the 'Instructions' page for more information on getting your documents certified.
3. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

## 1 Personal details

Title Full given names

Surname

Date of birth (DD/MM/YYYY)

Usual occupation

Please indicate the source and origin of funds being invested:

- ☐ savings
- ☐ investment
- ☐ superannuation contributions
- ☐ commission
- ☐ donation/gift
- ☐ inheritance
- ☐ normal course of business
- ☐ asset sale
- ☐ other – write the source and origin of funds below

## 2 Verification procedure – individual investor

Please provide a certified copy of one document from Group 1 or if you can't, a certified copy of two documents from Group 2 for each individual applicant.

### Group 1

Provide a certified copy of one of these:

- ☐ **Australian driver's licence**  
showing your photo, and please copy the front and back
- ☐ **foreign driver's licence**  
showing your date of birth, signature and photo
- ☐ **Australian passport**  
a passport that has expired within the preceding two years is acceptable, and please copy the pages which identify you
- ☐ **foreign passport**  
showing your signature and photo, and please copy the pages which identify you
- ☐ **Australian State or Territory Government issued ID card**  
showing your date of birth, signature and photo
- ☐ **foreign Government issued ID card**  
showing your date of birth, signature and photo.

### Group 2

If you can't provide anything from Group 1, then provide a certified copy of one of the following:

- ☐ **Australian or foreign government issued birth certificate**
- ☐ **Australian or foreign government issued citizenship certificate**
- ☐ **Centrelink pension or health card**  
please copy the front and back.

**PLUS provide a certified copy of one of the following:**

- ☐ **a Government issued notice**  
one which shows your name and residential address, not more than 12 months old
- ☐ **a rates or utilities notice**  
one which shows your name and residential address, not more than 3 months old
- ☐ **ATO notice**  
one which shows any debt owing to the ATO, your name and residential address, not more than 12 months old.

## 3 Signature

Signature

Please print full name

Date (DD/MM/YYYY)

## Identification form – Australian and Foreign companies

**Complete this form if you are a company investing for the first time with a Bell Asset Management Limited fund. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.**

**If you are a trustee, do NOT complete this form. Complete the Identification form – Trusts and Trustees instead.**

1. Please complete this identification form in BLOCK letters and using a black pen.
2. Make copies of your ID document(s) and arrange for them to be certified. Please refer to the 'Instructions' page for more information on getting your documents certified.
3. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

## 1 Company details

### 1.1 General information

Full name of company

Nature of business

### 1.2 Australian companies

Principal place of business (if different to registered office address).

A PO Box/RMB/Locked Bag is not acceptable.

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

Please provide us with certified copies of:

☐ an ASIC search

### 1.3 Foreign companies

Country of formation

Registered in Australia?

☐ No ☐ Yes – what is the ARBN

Registered in country of formation?

☐ No ☐ Yes – name of regulator/exchange

Identification number issued by foreign registration body

If you are a foreign company registered in Australia write your principal place of business in Australia or the full name and address of your Australian agent.

If you are a foreign company not registered in Australia write your registered business address in country of formation or principal place of business if there is not a registered address.

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country (if not Australia)

Please provide us with certified copies of one of the following:

☐ an ASIC or foreign regulator search

☐ an ASIC or foreign regulator certificate of registration.

## 2 Company type

Please complete the section below for public companies (section 2.1) or private companies (section 2.2) as applicable.

### 2.1 Public company

Are you a public company?

☐ No ☐ Yes

If yes, please proceed to section 3.

### 2.2 Private company

Are you a private company?

☐ No ☐ Yes

If yes, please complete the director details section below if you are a private Australian company or a private foreign company. Do not complete for public companies.

#### Director details

How many directors are there?

Provide the full name of each director.

#### Director 1

Title

Full given names

Surname

#### Director 2

Title

Full given names

Surname

#### Director 3

Title

Full given names

Surname

**Director 4**

Title Full given names

Surname

If there are more directors, please provide their name on a separate sheet and attach to this form.

**3 Regulated/Listed companies****Are you an Australian listed company?**
☐ No ☐ Yes – please provide name of market/exchange

Market/exchange

**Are you a majority-owned subsidiary of an Australian listed company?**
☐ No ☐ Yes – please provide name of listed company and market/exchange

Company

Market/Exchange

**Are you a regulated company?**

One that which is licensed by an Australian Commonwealth, State or Territory statutory regulator.

☐ No ☐ Yes – please provide details of the regulator and licence number

Regulator

Licence number

If you answered yes to any of these questions, please provide us with a certified copy of one of the following and sign the form at the end. For you, this form is then complete.

- ☐ an ASIC search
- ☐ a search of the licence or other records of the relevant regulator
- ☐ a public document issued by the company
- ☐ a search of the relevant market/exchange

**4 Non-regulated/non-listed companies**

If you answered no to all the questions in section 3, please fill in the sections 4.1, 4.2 and 4.3 below.

**4.1 Beneficial owner details**

Provide details of all beneficial owners who are individuals who, through one or more shareholdings, ultimately own 25% or more of the company's issued BLOCK or who control (whether directly or indirectly) the company and either the date of birth or full residential address of each beneficial owner.

**HELP**

**Control:** includes control as a result of, or by means of, trusts, agreements, arrangements, understandings and practices, whether or not having legal or equitable force and whether or not based on legal or equitable rights, and includes exercising control through the capacity to determine decisions about financial and operating policies.

**Beneficial owner 1**

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address/Registered office address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 2**

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address/Registered office address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 3**

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address/Registered office address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 4**

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address/Registered office address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Verification procedure - beneficial owners**

Please provide a certified copy of one document from Group 1 or if you can't, a certified copy of two documents from Group 2 for each individual applicant.

**Group 1**

Provide a certified copy of one of these:

☐ **Australian driver's licence**  
showing your photo, and please copy the front and back

☐ **foreign driver's licence**  
showing your date of birth, signature and photo

☐ **Australian passport**  
a passport that has expired within the preceding two years is acceptable, and please copy the pages which identify you

☐ **foreign passport**  
showing your signature and photo, and please copy the pages which identify you

☐ **Australian State or Territory Government issued ID card**  
showing your date of birth, signature and photo

☐ **foreign Government issued ID card**  
showing your date of birth, signature and photo.

**Group 2**

If you can't provide anything from Group 1, then provide a certified copy of one of the following:

☐ **Australian or foreign government issued birth certificate**

☐ **Australian or foreign government issued citizenship certificate**

☐ **Centrelink pension or health card**  
please copy the front and back.

**PLUS** provide a certified copy of one of the following:

☐ **a Government issued notice**  
one which shows your name and residential address, not more than 12 months old

☐ **a rates or utilities notice**  
one which shows your name and residential address, not more than 3 months old



☐ **ATO notice**

one which shows any debt owing to the ATO, your name and residential address, not more than 12 months old.

**For each corporate beneficial owner please provide:**

☐ a completed Identification form – Australian and Foreign companies, plus any relevant identification.

#### 4.2 Voting rights

If there are any other individuals, who have not been listed above in section 4.1, and who are entitled, either directly or indirectly, to exercise 25% or more of the company's voting rights, please provide their name, date of birth, and residential address on a separate sheet and attach to this form.

#### 4.3 Senior Managing Official details

If the company does not have any beneficial owners, please provide the details of the Senior Managing Official (or equivalent).

Title Full given names

Surname

Date of birth (DD/MM/YYYY)

Company title

**Residential address/Registered office address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

#### HELP

**Senior managing official:** an individual who makes, or participates in making, decisions that affect the whole, or a substantial part of the company, or that may significantly affect the company's financial standing.

## 5 Signing instructions

Where the company has a sole director who is also the sole company secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a company secretary, a sole director can also sign alone. Otherwise this form must be signed by a director jointly with either another director or a company secretary. Please indicate the capacity in which the form is signed.

Signature of director 1

Please print full name

Date (DD/MM/YYYY)

Company officer (please indicate company capacity)

☐ Director

☐ Sole director and company secretary

Signature of director 2/company secretary

Please print full name

Date (DD/MM/YYYY)

Company officer (please indicate company capacity)

☐ Director

☐ Company secretary

## Identification form – Trusts and Trustees

**Complete this form if you have not previously invested in a Bell Asset Management Limited fund. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.**

1. Please complete this identification form in BLOCK letters and using a black pen.
2. Make copies of your ID document(s) and arrange for them to be certified. Please refer to the 'Instructions' page for more information on getting your documents certified.
3. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

## 1 Trust details

Full name of trust

Business name (if any)

Country in that the trust was established

Please indicate the source and origin of funds being invested:

- ☐ savings
- ☐ investment
- ☐ superannuation contributions
- ☐ commission
- ☐ donation/gift
- ☐ inheritance
- ☐ normal course of business
- ☐ asset sale
- ☐ other – write the source and origin of funds below:

## 2 Type of trust

### 2.1 Regulated trusts

This includes complying superannuation funds and SMSFs

**Superannuation fund** - or another type of trust registered and regulated by an Australian Commonwealth statutory regulator

☐ No ☐ Yes

If yes, please tell us:

The trust's ABN

The regulator if not APRA or the ATO

Any licence number

**Registered managed investment scheme**

☐ No ☐ Yes

If yes, please tell us the ARSN

**Government superannuation fund**

☐ No ☐ Yes

If yes, please tell us the name of the Act that regulates the trust

If you answered yes to any of these questions, then please provide a certified copy of one of the following:

- ☐ **superannuation funds**  
go to [www.abn.business.gov.au](http://www.abn.business.gov.au), select the 'Super Fund Lookup' option and print out the results for your super fund
- ☐ **registered managed investment schemes**  
an ASIC search of the scheme
- ☐ **Government superannuation funds**  
an extract of the establishing legislation.

### 2.2 Non-regulated trusts

Including family discretionary trusts, family and other unit trusts, deceased estates and charitable trusts (but not including self-managed super funds)

Is the trust a non-regulated trust?

☐ No ☐ Yes

If yes, please specify the type of trust

Please provide full name, address and date of birth of all beneficial owners who are individuals who own 25% or more of the trust income or assets or who control (whether directly or indirectly) the trust and either the date of birth or full residential address of each beneficial owner:

#### HELP

**Control:** includes control as a result of, or by means of, trusts, agreements, arrangements, understandings and practices, whether or not having legal or equitable force and whether or not based on legal or equitable rights, and includes exercising control through the capacity to determine decisions about financial and operating policies.

#### Beneficial owner 1

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 2**

Title

Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 3**

Title

Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Beneficial owner 4**

Title

Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

**Residential address**

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

**Please provide the name of all beneficiaries that are not beneficial owners.**

If the trust deed describes the beneficiaries by reference to member of a class please provide details of, the class to which the beneficiaries belong e.g. family members, unit holders, un-named charities on a separate sheet and attach to this form.

**Beneficiary 1**

Title

Full given names

Surname

**Beneficiary 2**

Title

Full given names

Surname

**Beneficiary 3**

Title

Full given names

Surname

#### Beneficiary 4

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

Please provide the name of the **appointor** of the trust, if applicable

#### HELP

**Appointor:** the appointor has the power to appoint or remove the trustees of the trust. Not all trusts have an appointor.

Name of trust settlor

#### HELP

**Settlor:** this is the person that creates the trust. The settlor may be, for example, your accountant or solicitor.

Note: you do not need to provide the name of the trust settlor if they are deceased, or the material asset at the time the trust was established was less than \$10,000.

If you are a non-regulated trust, please provide us with certified copies of one of the following:

- ☐ **Trust deed**  
or an extract of the trust deed showing the full name of the trust and any named trust settlor
- ☐ **Other documentation**  
confirming the full name of the trust and the name of the trust settlor

### 3 Trustee details

#### 3.1 Verification procedure – individual trustee

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

Date of birth (DD/MM/YYYY)

 /  / 

Usual occupation

Please provide a certified copy of one document from Group 1 or if you can't, a certified copy of two documents from Group 2 for each individual applicant.

#### Group 1

Provide a certified copy of one of these:

- ☐ **Australian driver's licence**  
showing your photo, and please copy the front and back
- ☐ **foreign driver's licence**  
showing your date of birth, signature and photo
- ☐ **Australian passport**  
a passport that has expired within the preceding two years is acceptable, and please copy the pages which identify you
- ☐ **foreign passport**  
showing your signature and photo, and please copy the pages which identify you
- ☐ **Australian State or Territory Government issued ID card**  
showing your date of birth, signature and photo
- ☐ **foreign Government issued ID card**  
showing your date of birth, signature and photo.

#### Group 2

If you can't provide anything from Group 1, then provide a certified copy of one of the following:

- ☐ **Australian or foreign government issued birth certificate**
- ☐ **Australian or foreign government issued citizenship certificate**
- ☐ **Centrelink pension or health card**  
please copy the front and back.

**PLUS** provide a certified copy of one of the following:

- ☐ **a Government issued notice**  
one which shows your name and residential address, not more than 12 months old
- ☐ **a rates or utilities notice**  
one which shows your name and residential address, not more than 3 months old
- ☐ **ATO notice**  
one which shows any debt owing to the ATO, your name and residential address, not more than 12 months old.

**For each corporate beneficial owner please provide:**

- ☐ a completed Identification form – Australian and Foreign companies, plus any relevant identification.

#### 3.2 Verification procedure – company trustees

##### 3.2.1. General information

Full name of company trustee

Nature of business

ACN

### 3.2.2. Australian company trustee

Place of business (if different to registered office address)

A PO Box/RMB/Locked Bag is not acceptable.

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country

### 3.2.3 Foreign company trustee

Country of formation

Registered in Australia?

☐ No ☐ Yes

If yes, please provide the ARBN

Registered in that country?

☐ No ☐ Yes

If yes, please provide the name of regulator/exchange

Identification number issued by foreign registration body

Registered business address in country of formation

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit

Street number

Street name

Suburb

State

Postcode

Country (if not Australia)

Please provide us with certified copies of one of the following:

☐ an ASIC or foreign regulator search

☐ an ASIC or foreign regulator certificate of registration.

### 3.2.4 Company type

Please complete the section below for public companies (3.2.4 (a)) or private companies (section 3.2.4 (b)) as applicable.

#### 3.2.4 (a) Public company

Are you a public company?

☐ No ☐ Yes

If yes, please proceed to section 3.2.5

#### 3.2.4 (b) Private company

Are you a private company?

☐ No ☐ Yes

If yes, please complete the director details section below if you are a private Australian company or a private foreign company. Do not complete for public companies.

#### Director details

How many directors are there?

Provide the full name of each director:

##### Director 1

Title

Full given names

Surname

##### Director 2

Title

Full given names

Surname

##### Director 3

Title

Full given names

Surname

##### Director 4

Title

Full given names

Surname

If there are more directors, please provide their name on a separate sheet and attach to this form.

### 3.2.5 Regulated/Listed companies

Are you an Australian listed company?

☐ No ☐ Yes – please provide name of market/exchange

Market/Exchange

Are you a majority-owned subsidiary of an Australian listed company?

☐ No ☐ Yes – please provide name of listed company and market/exchange

Company

Market/Exchange

Are you a regulated company?

One which is licensed by an Australian Commonwealth, State or Territory statutory regulator.

☐ No ☐ Yes – please provide details of the regulator and licence number

Regulator

Licence number

If you answered yes to any of these questions, please provide us with a certified copy of one of the following and sign the form at the end. For you, this form is then complete.

☐ an ASIC search

☐ a search of the licence or other records of the relevant regulator

☐ a public document issued by the company

☐ a search of the relevant market/exchange

### 3.2.6 Non-regulated/non-listed companies

If you answered no to all the questions in section 3.2.5, please fill in the sections 3.2.6 (a), (b) and (c) below.

#### 3.2.6 (a) Beneficial owner details

Provide details of all beneficial owners (i.e. company shareholders) who, through one of more shareholdings, own 25% or more of the company's issued BLOCK.

##### Beneficial owner 1

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

##### Residential address

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit Street number

Street name

Suburb

State

Postcode

Country

##### Beneficial owner 2

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

##### Residential address

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit Street number

Street name

Suburb

State

Postcode

Country

##### Beneficial owner 3

Title Full given names

Surname/Company name

Date of birth (DD/MM/YYYY)

Usual occupation/Nature of business

##### Residential address

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)

Unit Street number

Street name

Suburb

State

Postcode

Country



#### Beneficial owner 4

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname/Company name	
<input type="text"/>	
Date of birth (DD/MM/YYYY)	
<input type="text"/>	<input type="text"/>
Usual occupation/Nature of business	
<input type="text"/>	

#### Residential address

A PO Box/RMB/Locked Bag is not acceptable

Property/Building name (if applicable)	
<input type="text"/>	
Unit	Street number
<input type="text"/>	<input type="text"/>
Street name	
<input type="text"/>	
Suburb	State
<input type="text"/>	<input type="text"/>
Postcode	Country
<input type="text"/>	<input type="text"/>

#### Verification procedure - beneficial owners

Please provide a certified copy of one document from Group 1 or if you can't, a certified copy of two documents from Group 2 for each individual applicant.

##### Group 1

Provide a certified copy of one of these:

- ☐ **Australian driver's licence**  
showing your photo, and please copy the front and back
- ☐ **foreign driver's licence**  
showing your date of birth, signature and photo
- ☐ **Australian passport**  
a passport that has expired within the preceding two years is acceptable, and please copy the pages which identify you
- ☐ **foreign passport**  
showing your signature and photo, and please copy the pages which identify you
- ☐ **Australian State or Territory Government issued ID card**  
showing your date of birth, signature and photo
- ☐ **foreign Government issued ID card**  
showing your date of birth, signature and photo.

##### Group 2

If you can't provide anything from Group 1, then provide a certified copy of one of the following:

- ☐ **Australian or foreign government issued birth certificate**
- ☐ **Australian or foreign government issued citizenship certificate**
- ☐ **Centrelink pension or health card**  
please copy the front and back.

PLUS provide a certified copy of one of the following:

- ☐ **a Government issued notice**  
one which shows your name and residential address, not more than 12 months old
- ☐ **a rates or utilities notice**  
one which shows your name and residential address, not more than 3 months old
- ☐ **ATO notice**  
one which shows any debt owing to the ATO, your name and residential address, not more than 12 months old.

For each corporate beneficial owner please provide:

- ☐ a completed Identification form – Australian and Foreign companies, plus any relevant identification.

#### 3.2.6 (b) Voting rights

If there are any other individuals, who have not been listed above in section 3.2.6 (a), and who are entitled, either directly or indirectly, to exercise 25% or more of the company's voting rights, please write down their full names on a piece of paper and attach to this form.

#### 3.2.6 (c) Senior Managing Official details

If the company does not have any beneficial owners, please provide the details of the Senior Managing Official (or equivalent).

Title	Full given names/Full company name
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	
Date of birth (DD/MM/YYYY)	
<input type="text"/>	<input type="text"/>
Nature of business	
<input type="text"/>	
Company title	
<input type="text"/>	
Residential address	
A PO Box/RMB/Locked Bag is not acceptable	
Property/Building name (if applicable)	
<input type="text"/>	
Unit	Street number
<input type="text"/>	<input type="text"/>
Street name	
<input type="text"/>	
Suburb	State
<input type="text"/>	<input type="text"/>
Postcode	Country
<input type="text"/>	<input type="text"/>

## HELP

**Senior managing official:** an individual who makes, or participates in making, decisions that affect the whole, or a substantial part of the company, or that may significantly affect the company's financial standing.

## Verification procedure - senior managing official details

If you are unable to provide details of beneficial owners in 3.2.6 (a) above, please provide documentation showing the name of the senior managing official, as provided in this section 3.2.6 (c).

## 4 Signing instructions

**Individual Trustee:** where the investment has one individual trustee, the trustee must sign.

**Multiple trustees:** where the investment has more than one individual trustee, all trustees must sign.

**Corporate trustee:** where the company has a sole director who is also the sole company secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a company secretary, a sole director can also sign alone. Otherwise this form must be signed by a director jointly with either another director or a company secretary. Please indicate the capacity in which the form is signed.

**Trust:** the trustee(s) must sign this form. Trustee(s) signing on behalf of the trust confirm that the trustee(s) is/are acting in accordance with such designated powers and authority under the trust deed.

**Power of Attorney:** if signing under a Power of Attorney and you have not already lodged the Power of Attorney with us, please attach a certified copy of the Power of Attorney. I/We attest that the Power of Attorney has not been rescinded or revoked and that the person who gave the Power of Attorney is still living.

Signature of trustee 1, director or authorised signatory

Please print full name

Date (DD/MM/YYYY)

 /  / 

Company officer (please indicate company capacity)

☐

Director

☐

Sole director and company secretary

☐

Authorised signatory

Signature of trustee 2, director/company secretary or authorised signatory

Please print full name

Date (DD/MM/YYYY)

 /  / 

Company officer (please indicate company capacity)

☐

Director

☐

Company secretary

☐

Authorised signatory

# Tax information form

## Why you need to complete this form

The Foreign Account Tax Compliance Act (**FATCA**) and Common Reporting Standard (**CRS**) are regulatory requirements that aim to deter tax evasion by US and other foreign taxpayers. The Australian and a number of other foreign Governments have an agreement which requires us to obtain certain information from investors, including taxation information. You may be liable to a penalty if you provide information that is false or misleading in a material particular. We may decide not to open an account without first receiving the required information. For more information, visit [ato.gov.au](http://ato.gov.au).

If you are unsure of any of the answers, please contact a legal or accounting professional.

## Which sections of the form should you complete?

Superannuation funds, testamentary trusts, registered charities – **Section 1**

Individuals – **Section 2**

Companies and other trusts – **Section 3**

Corporate trustee – **Section 3**

Individual trustee – **Section 2**

## What if more than one person is applying?

Each individual investor will need to complete a copy of this form.

### HELP

#### Tell me about tax residence

You can be a resident of more than one country for tax purposes. Whether you are tax resident of a particular country for tax purposes is often based on the amount of time you spend in a country and the location of your residence and/or place of work. If you pay tax or have a tax liability somewhere, you are probably a tax resident there. Dual citizenship may bring dual tax residency. It depends on the country. For the US, tax residency can be as a result of citizenship or residency for tax purposes.

## Section 1 Superannuation funds and other special trusts

### 1. Are you a superannuation or other special type of trust?

☐ I am the trustee of a regulated superannuation fund, or this includes a self-managed superannuation fund

### HELP

**Regulated superannuation fund:** means self-managed superannuation funds, APRA regulated superannuation funds, Australian Government or semi-government superannuation funds and pooled super trusts.

### Where to now?

I ticked a box ► go to **Section 4 Signatures**

I did not tick a box ► go to **Section 2** if you are an individual, or **Section 3** if you are a company or another type of trust

## Section 2 Individuals

Do not complete **Section 2** if you are a non-superannuation trustee or you are a company ► complete **Section 3** instead.

### 2. Are you a US resident for tax purposes?

☐ No ► go to **question 3**

☐ Yes – please tell us your TIN ► go to **question 3**

TIN

### HELP

#### What is a TIN?

This is short for Taxpayer Identification Number, an identification number issued or used by tax authorities. In Australia, the equivalent is the tax file number (TFN). For the US, it could for example be a US Social Security Number, a US Individual Taxpayer Identification Number or a US Employer Identification Number. In other countries, it may have a different name.

3. Are you a resident of any other country for tax purposes?  
Other than the US or Australia.

- ☐ No ► go to **Section 4 Signatures**
- ☐ Yes – please tell us which ones, using the following table.  
► then go to **Section 4 Signatures**

HELP

**No TIN? Reasons we accept are:**

**#1** This country does not issue TINs

**#2** I have asked for a TIN, but have not yet been given one – **you must tell us when received**

**#3** The laws of this country do not require me to disclose my TIN

**#4** I have an exemption under the laws of this country from holding a TIN – **write a code or give us details**

	Country	TIN	No TIN? Which reason? See HELP box above
1.			
2.			
3.			
4.			

**Section 3** Companies and non-superannuation trusts

4. Are you a US resident for tax purposes?

- ☐ No ► go to **question 5**
- ☐ Yes – **please tell us your TIN** ► then go to **question 5**

TIN

HELP

What is a TIN?

See HELP box on the previous page.

5. Are you a resident of any other country for tax purposes?  
Other than the US or Australia.

- ☐ No ► go to **question 6**
- ☐ Yes – **please tell us which ones**, using the following table ► then go to **question 6**

	Country	TIN	No TIN? Which reason? See HELP box above
1.			
2.			
3.			
4.			

6. Are you a 'financial institution'?

Be careful – financial Institution is broadly defined – see HELP box

☐ Not relevant – I wrote my TIN in question 4 ► go to **question 7**

☐ No ► go to **question 8**

☐ Yes – **please tell us your GIIN – see HELP box. Go to question 7**

GIIN

7. Are you an investment entity that is a resident in a CRS non- participating country?

☐ No ► go to **question 8**

☐ Yes ► go to **question 10**

Where to now?

I ticked **YES** and completed my GIIN ► go to **question 8**

I ticked **YES** but did not write a GIIN – tell us below why you did not write a GIIN ► then go to **question 8**

☐ Excepted Financial Institution

☐ Deemed Compliant Financial Institution

☐ Exempt Beneficial Owner

☐ Non-participating Financial Institution

☐ Non-reporting IGA Financial Institution

☐ Sponsored financial institution – their GIIN is

GIIN

8. Are you a public company listed on a stock exchange or a related entity of a public company listed on the stock exchange?

☐ No ► go to **question 9**

☐ Yes ► go to **Section 4 Signatures**

HELP

What is a GIIN?

This stands for Global Intermediary Identification Number. GIINs are 19 digits long, issued by US tax authorities (the IRS) to non US financial institutions and sponsoring entities for purposes of identifying their registration with the IRS under US tax laws (called FATCA).

HELP

What is a financial institution?

This includes:

1. **an investment entity** - any entity that conducts certain activities or operations for or on behalf of a customer, including:
  - 'trading in money market instruments' and other relevant instruments
  - 'individual and collective portfolio management'
  - 'investing, administering, or managing funds or money on behalf of other persons'.

However, any trading, investing, administering or managing of financial assets on behalf of other persons must be done as a business. Note that financial assets does not include direct interests in real property.

An entity is also an investment entity if it is managed by another investment entity, depository institution, custodial institution or other prescribed entity and its gross income is primarily attributable to investing reinvesting or trading in financial assets.

So, as general rules:

- managed investment schemes are investment entities
- trusts with professional corporate trustees (and often professional corporate investment managers) often are investment entities, such as unregistered (wholesale) managed investment schemes

The ATO gives some help in this, and it's worth seeking advice if you are unsure: [ato.gov.au/General/International-tax-agreements/In-detail/International-arrangements/FATCA-detailed-guidance](https://ato.gov.au/General/International-tax-agreements/In-detail/International-arrangements/FATCA-detailed-guidance)

2. **a depository institution**  
you accept deposits in the ordinary course of a banking or similar business e.g. a bank
3. **a custodial institution**  
a substantial portion of your business (20% or more of gross income) has been held in financial assets for the account of others for the previous three years or since the establishment of the entity e.g. a custodian
4. **certain prescribed entities**  
e.g. types of insurance companies that have cash value products or annuities.

9. Are you 'active' or 'passive'?

☐ I am an 'active' non financial entity ► go to **Section 4 Signatures**

☐ I am a 'passive' non financial entity ► go to **question 10**

☐ Not Applicable I am financial institution ► go to **Section 4**

10. Do you have any 'controlling persons' who are resident of another country for tax purposes?

☐ I am passive, and **YES** I do have controlling persons who are resident of another country for tax purposes

Complete the **controlling persons details** in the table below ► then go to **Section 4 Signatures**.

If there is not enough room in the table, please copy the page and attach it to your completed form.

☐ I am passive, but **NO** I do not have controlling persons who are resident of another country for tax purposes  
It would be unusual to think of no-one. Please read the **HELP** box. If you're sure ► go to **Section 4 Signatures**.

**HELP**

**What is 'active' and 'passive'?**

A non-financial entity (NFE) is any entity that is not a financial institution as defined above.

You will be a passive NFE if you are not an active NFE.

Generally, you will be an active NFE if:

- your stock (or a related entity's stock) is regularly traded on established securities market
- less than 50% of your gross income for the previous reporting period was passive income and less than 50% of your assets during that period produce or were held to produce passive income
- you are a Governmental entity, an international organisation, a central bank or an entity wholly owned by one of the above
- you are exempt from income tax in your residential jurisdiction and were established and operated exclusively for religious, charitable, scientific, artistic, athletic or educational purposes and meet certain other specific criteria, or
- you have not been a financial institution in the past five years and are in the process of liquidating your assets or reorganising with the intent to recommence operations other than as a financial institution.

If you are unsure whether you are an Active or Passive NFE, please get advice.

**HELP**

**Controlling persons**

Controlling persons are natural persons who exercise control over an entity.

For trusts, controlling persons includes any trustees, appointers, settlors, beneficiaries, classes of beneficiaries or any other person who has the power to effectively control the trust.

For companies, controlling persons generally include any person who holds (directly or indirectly) more than 25% of the shares in the company and any person who has the power to influence decisions about the company's financial and operating policies, such as senior managing officials or directors.

**Controlling person**

Title Given names



Surname

Date of birth (DD/MM/YYYY)

 /  / 

City and country of birth

Residential address

Number Street name



Suburb/City

State



Postcode/Zip

Country



Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.		
2.		
3.		
4.		

**Controlling person**

Title Given names



Surname

Date of birth (DD/MM/YYYY)

 /  / 

City and country of birth

Residential address

Number Street name



Suburb/City

State



Postcode/Zip

Country



Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.		
2.		
3.		
4.		

**Controlling person**

Title Given names



Surname

Date of birth (DD/MM/YYYY)

 /  / 

City and country of birth

Residential address

Number Street name



Suburb/City

State



Postcode/Zip

Country



Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.		
2.		
3.		
4.		

**Controlling person**

Title Given names



Surname

Date of birth (DD/MM/YYYY)

 /  / 

City and country of birth

Residential address

Number Street name



Suburb/City

State



Postcode/Zip

Country



Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.		
2.		
3.		
4.		



Controlling person

Title

Given names

Surname

Date of birth (DD/MM/YYYY)

DD

/

MM

/

YYYY

City and country of birth

Residential address

Number

Street name

Suburb/City

State

Postcode/Zip

Country

Controlling person

Title

Given names

Surname

Date of birth (DD/MM/YYYY)

DD

/

MM

/

YYYY

City and country of birth

Residential address

Number

Street name

Suburb/City

State

Postcode/Zip

Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Important information**

Nothing in this form is advice (and any 'help' is general guidance only). Seek professional advice to be sure of your answers.

It is a condition of investing that you keep your details (including tax details) with us, up to date. We recommend that you review this tax information form at the end of the financial year and update your details if required. You must contact us when you learn new things about the matters in this form. Failing to update us can have tax and other consequences. You can update us by requesting and completing this form again and emailing, faxing or posting it to our Administrator.

By completing and signing this form:

- you represent having read and understood this form
- you represent this form is complete and accurate
- if you have applied for but not received your TIN or GIIN, you undertake to inform us within 30 days of receiving it
- you undertake that if information in this form changes, you will tell us within 30 days.

**How to sign**

**Individual:** sign in the left box, and have someone witness in the right box. If you are investing jointly, you need a separate form for each individual.

**Company:** two directors, or a director and a secretary sign, or if you are a sole director company, that sole director signs in the left box and a witness in the right box.

**Signature**

Please print full name

Date (DD/MM/YYYY)

**Signature**

Please print full name

Date (DD/MM/YYYY)