

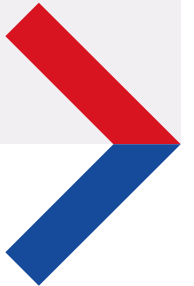
# Baillie Gifford Funds Class A

## Product Disclosure Statement

This Product Disclosure Statement can be used by investors investing through a master trust, IDPS or wrap account.



CERTIFIED BY RIAA



## Contents

About CFS	3
About the funds	4
Investment information	5
Risks of investing	10
Fees and other costs	13
How managed investment schemes are taxed	18
Account management	19
Other information you need to know	25
Application form checklist and forms	A1

### About the Product Disclosure Statement (PDS)

This is a PDS for the Baillie Gifford Funds – Class A issued by Colonial First State Investments Limited ABN 98 002 348 352, AFSL 232468 (CFSIL). CFSIL or its licensed related entities to which it has delegated investment management or administration functions in relation to this product are referred to in this PDS as ‘CFSIL’, ‘the Responsible Entity’, ‘we’, ‘our’ or ‘us’.

If you have any questions or would like any more information about the product, please contact:

Mail	Colonial First State Investments Limited GPO Box 3956 Sydney NSW 2001
Phone	13 13 36
Email	contactus@cfs.com.au
Web	cfs.com.au

Colonial First State (CFS) is Superannuation and Investments HoldCo Pty Limited ABN 64 644 660 882 and its subsidiaries which include CFSIL. CFS is majority owned by an affiliate of Kohlberg Kravis Roberts & Co. L.P. (KKR), with the Commonwealth Bank of Australia ABN 48 123 123 124 AFSL 234945 (CBA) holding a significant minority interest.

If any part of the PDS (such as a term or condition) is invalid or unenforceable under the law, it is excluded so that it does not in any way affect the validity or enforceability of the remaining parts.

The issue of this PDS is authorised solely by CFSIL. Apart from CFSIL, no other CFS entities are responsible for any statement or information contained within the PDS.

#### No guarantee

The investment performance and the repayment of capital of CFSIL products is not guaranteed. Investments in the Baillie Gifford Funds – Class A are investment-type products and are subject to investment risk, including loss of income and capital invested. Past performance is no indication of future performance.

#### Consent to be named

The investment manager of the funds available has given, and not withdrawn, its consent to be referenced in this PDS in the form and context in which it is included. The investment manager is acting as investment manager only for the relevant funds. It is not issuing, selling, guaranteeing, underwriting or performing any other function in relation to the funds.

### Updated information

In this PDS, we may change:

- any of the terms and conditions, subject to compliance with the Constitution and laws and, where a change is material, we will notify you in writing within the timeframes provided for in the relevant legislation
- information which is not materially adverse from time to time, and may be updated via our website.

A paper or electronic copy of this PDS (and any supplementary documents) can be obtained free of charge by contacting Investor Services on 13 13 36 or [cfs.com.au](http://cfs.com.au) or your financial adviser.

#### Rights

CFSIL can at any time remove an adviser or refuse to record or deal with an adviser nominated on your account.

CFSIL reserves the right to outsource any or all of its investment management functions, including to related parties, without notice to investors.

#### Eligibility

The offer made in this PDS is available only to persons who are receiving the PDS within Australia and accepting the offer within Australia.

#### General advice and information only

The information provided in the PDS is general information only and does not take account of your individual objectives, financial or taxation situation or needs. You should assess whether the product is appropriate for you and/or consider obtaining financial advice relevant to your personal circumstances before investing.

#### Target Market Determination

The Target Market Determinations (TMD) for our financial products can be found at [cfs.com.au/tmd](http://cfs.com.au/tmd) and include a description of who the financial product is appropriate for.

# About CFS

At CFS, we've been helping Australians with their investment needs since 1988.

We've become one of Australia's leading financial services organisations that provides investment, superannuation and pension products to individual, corporate and superannuation fund investors. Our investment management expertise spans Australian and global shares, property, fixed interest and credit, cash and infrastructure.

Our business has been built on people who exercise good judgement and are acknowledged as leaders in their respective fields of expertise. We've succeeded by doing the small things well, and we're absolutely dedicated to the financial wellbeing of our investors.

CFS' consistent, disciplined approach to investing has been recognised by many awards within the investment management industry.

For further information about CFS, refer to the 'About Us' section at [cfs.com.au/about-us.html](https://cfs.com.au/about-us.html)

## The funds offered in this PDS

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<b>Marketing fund name</b>	
<b>Registered fund name</b>	

<b>Baillie Gifford Sustainable Growth Fund – Class A</b>	ABN 25 561 049 779
Colonial First State Investment Fund 81	ARSN 628 025 936 APIR FSF4018AU

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<b>Baillie Gifford Long Term Global Growth Fund – Class A</b>	ABN 73 624 524 986
Colonial First State Investment Fund 72	ARSN 624 513 622 APIR FSF5774AU

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# About the funds

When you invest in one of the Baillie Gifford Funds – Class A, your money is combined with other investors' money in a managed investment scheme. Each fund is a separate managed investment scheme.

## What is a managed investment scheme?

A managed investment scheme (also called a managed fund) pools the money of many individual investors. This money is then professionally managed according to the fund's investment objective. By investing in a managed investment scheme and pooling your money with other investors, you can take advantage of investment opportunities that you may not be able to access as an individual investor.

When you invest in a managed investment scheme, you are allocated a number of 'units' based on the entry unit price at the time you invest. Your units represent the value of your investment, which will change over time as the market value of the assets in the fund rises or falls.

## Who are the parties involved?

CFSIL is the responsible entity for each of the funds identified in this PDS.

We have appointed Baillie Gifford Overseas Limited (Baillie Gifford) as the investment manager for each of the funds.

## About Baillie Gifford

Baillie Gifford is an independent investment management partnership established over 100 years ago. The firm is based in Edinburgh and wholly owned by the current partners, who all work within the firm. As stewards of Baillie Gifford's long-term vision, the partners are free to manage the firm without the short-term demands that external shareholders can bring. The growth of the firm has always been organic, with no mergers and acquisitions. Baillie Gifford are independent practitioners of long-term, active, growth investing – with a dedication to clients' interest above all else.

## Features and benefits

### Professional investment management

The funds are offered to you by CFSIL through an alliance with Baillie Gifford, providing you the opportunity to invest with an independent practitioner of long-term, active, growth investing, with a dedication to clients' interest above all else.

### Diversification

Managed funds can help manage investment risk by spreading your money across different investments. This approach is called diversification.

### Award-winning service

We are committed to delivering superior client service and administration, which has been recognised through industry awards.

## FirstNet makes it easy

If you are a direct investor, you can access up-to-date information on your investments at any time via FirstNet.

### FirstNet e-Post

e-Post is the fast and secure way for direct investors to submit original forms and requests via FirstNet, our secure online service. You will receive an instant email confirmation when you submit your request and a reference number. You must only submit original forms.

## Minimums relating to your investment

Initial investment <sup>1</sup>	\$25,000 per fund
Account balance	\$10,000 per fund
Regular investment plan <sup>1</sup>	\$500 per fund per month
Additional investment amount	No minimum
Withdrawal amount <sup>2</sup>	No minimum

1 We may accept amounts less than the minimum at our discretion.

2 Subject to minimum account balance requirements.

Refer to 'Account management' for more details.

## Summary of fees and costs

Contribution fee	Nil
Ongoing annual fees and costs	Management fees and costs: 0.89–0.97% p.a. (estimated) Performance fees: N/A Transaction costs: 0.00–0.01% p.a. (estimated)
Buy/sell spread	0.05–0.10% per transaction
Adviser service fee	Agreed between you and your financial adviser.

All fees disclosed include the net effect of GST and any related GST credits. Refer to the 'Fees and other costs' section which outlines all fees that apply to the funds. Please read this information carefully before investing.

# Investment information

## How the funds are managed

The investment management of the funds is currently outsourced to Baillie Gifford Overseas Limited (Baillie Gifford).

We have an investment management agreement in place with the investment manager as part of our arrangement to outsource investment management of each of the funds. The agreement sets out how money should be invested. It may specify an appropriate benchmark, acceptable investments and investment ranges for investment management.

Appointed investment managers are subject to initial and ongoing reviews to ensure they can meet their obligations under the investment management agreement. They are required to certify and report to us on certain obligations under the investment management agreement. We also monitor the performance of the investment manager.

## Investment philosophy and process

### Baillie Gifford Long Term Global Growth Fund – Class A

Baillie Gifford believe that returns from equity portfolios are determined less by the occasional (and inevitable) mistakes made in individual investments than by exposure to very successful investments. In other words, returns from equities are asymmetric.

Baillie Gifford take a long-term approach to stock selection. Investment performance is judged over five years or more to provide adequate evidence of investment skill. Baillie Gifford take a global approach to stock selection and portfolio construction is purely stock driven, so no reference is made to benchmark indices in the investment process. Portfolio holding sizes are based purely on the associated level of conviction. Baillie Gifford also believe that the portfolio should be comparatively concentrated.

Baillie Gifford's 10-question Stock Research Framework is the key driver for their investment process.

#### Exceptional long term opportunity

- 1 Is there room to at least double sales over the next 5 years?
- 2 What happens over ten years and beyond?

#### Visionary leadership and adaptability

- 3 What is the competitive advantage?
- 4 Is the business culture clearly differentiated? Is it adaptable?

#### Loyal stakeholders and strong governance

- 5 Why do your customers like you? What societal considerations are most likely to prove material to the long-term growth of the company?

#### Financial strength

- 6 Are your returns worthwhile?
- 7 Will returns rise or fall?
- 8 How do you deploy capital?

#### Extreme payoffs

- 9 How could it be worth five times as much, or more?
- 10 Why doesn't the market realise this?

#### Portfolio construction and risk

Baillie Gifford applies its 10 Question Stock Research Framework rigorously to both the research of potential ideas and the review of existing investments. They also use a devil's advocacy approach to re-assess an investment from a deliberately negative perspective.

All members of the team are responsible for researching stocks and everyone contributes to the generation of new ideas, stock research and stock discussions. The portfolio managers make the ultimate decision based on enthusiasm rather than consensus.

Long term success in equity investing requires risk taking and ambition, not caution and downside risk protection. Baillie Gifford have a strong conviction that the long term global growth strategy should be concentrated and focused on the long term. The strategy will have periods of poor performance and returns are likely to vary considerably around benchmark indices over short-term time periods and is therefore unlikely to be suitable for those with a low tolerance for short-term volatility or performance horizons.

### Baillie Gifford Sustainable Growth Fund – Class A

The Sustainable Growth fund aims to invest in enduring growth companies that make a difference to society. This is underpinned by two beliefs. First, companies that grow their profits over a multi-year time horizon make the best long-term investments. Second, the real essence of sustainable investment is finding businesses that can make a lasting, positive difference to society.

The team want to own businesses whose success is good for society as well as shareholders. Companies that make a difference in one of two ways, either through:

- **What they do** – products or services that have a clear positive impact; or
- **How they do it** – business practices that help to shape industry standards and inspire wider change.

Identifying companies that will make a difference to society requires the deep integration of sustainability analysis into the stock research and decision-making process. To that end, the Sustainable Growth team combines experienced sustainable growth portfolio managers and dedicated ESG specialists.

Baillie Gifford looks for stocks that satisfy five key criteria. The GEARS of Sustainable Growth:

- Growth – How quickly can the company grow and for how long?
- Edge – What is the company's source of sustainable advantage?
- Alignment – Do management act like owners?
- Returns – What will long-run profitability look like?
- Success – How do we double our money?

The decision-making process is designed to allow controversial, idiosyncratic ideas into the portfolio, so group consensus is not required. The Baillie Gifford

process bypasses some of the behavioural issues involved with committee-style decision making and results in a different, exciting portfolio.

### Sustainability risk

Sustainable Growth focuses on identifying companies that have the potential to make a positive difference to society. By its very nature it is inclusive, optimistic and forward-looking. However, the team recognise that sustainable investors rightly expect all holdings in their portfolio to exceed certain minimum standards. The Sustainable Growth research framework ensures that it avoids companies whose products or behaviours may cause significant harm to society. In addition, these minimum standards are also reflected in the following formal exclusions.

**Sector-based screen** – prevents investments in any companies that derive more than 10% of their annual revenues from:

- the sale of tobacco, or
- the production or sale of armaments; alcohol; gambling or adult entertainment related activities and fossil fuel extraction.

In addition, Colonial First State Investments Limited as the Responsible Entity, does not allow any portfolio to invest in companies that are involved in the production of tobacco or controversial weapons.

Controversial weapons production includes chemical and biological weapons, cluster munitions, antipersonnel landmines, depleted uranium ammunition, non-detectable fragments, incendiary weapons and blinding lasers. Colonial First State Investments Limited makes every endeavour to exclude these companies. However, there may, from time to time, be a small level of unintended exposure due to lack of data, corporate activity, indirect exposure or exposure through index derivatives.

**Performance-based screen** – assesses companies against the principles of the United Nations Global Compact for business.

These principles cover the following areas:

- human rights
- labour rights
- environmental safeguards
- combating bribery and corruption.

The principles are a ‘minimum bar’ standard for responsible business.

Baillie Gifford use third-party data providers to assist with the determination of revenue by product category and minimum standards for responsible business. Baillie Gifford’s Head of Governance & Sustainability, a Sustainable Growth team member makes the final decision with respect to which companies it excludes.

## Understanding the fund information

A fund information table, such as the example below, provides investment information about each fund.

<b>1</b>	<b>Fund name</b>		<b>2</b> Investment category						
<b>3</b>	<b>Objective</b> To provide returns similar to those of a global equity index, but with significantly lower absolute volatility and superior downside protection, over the longer term. The fund aims to perform in line with the MSCI All Country World Index over rolling three-year periods before fees.	<b>4</b>	<b>Strategy</b> The fund’s investment strategy is based on building an equity portfolio that aims to provide returns similar to those of the Global equity market but with lower absolute volatility than the global market over the full market cycle. The fund aims to exploit the ‘low volatility anomaly’, the historical pattern in which higher volatility stocks have underperformed lower volatility stocks on a risk adjusted basis. The initial consideration in constructing the portfolio is its overall level of risk; in addition, the fund uses the same stock forecasts as the fund manager’s other equity strategies. These forecasts are designed to incorporate characteristics such as quality, value, earnings growth, and price related factors. The fund invests in a diversified portfolio of equities worldwide, including North America and Europe. The fund does not hedge currency risk. Important information on emerging markets risk is provided in the Risks of investing section.						
<b>5</b>	<b>Minimum suggested timeframe</b> At least 7 years								
<b>6</b>	<b>Risk band</b>	<b>7</b>	<b>Allocation</b>						
		<table border="0"> <tr> <td>0% ————— Range ————— 100%</td> <td><b>Benchmark</b></td> </tr> <tr> <td style="text-align: center;">95-100%</td> <td>100% Global shares</td> </tr> <tr> <td style="text-align: center;">0-5%</td> <td>0% Cash</td> </tr> </table>		0% ————— Range ————— 100%	<b>Benchmark</b>	95-100%	100% Global shares	0-5%	0% Cash
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An explanation of each section of the fund information table is provided below.

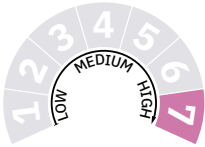
<b>1 Fund name</b>	This is the fund name.																										
<b>2 Investment category</b>	The investment category is designed to be a guide to the typical range of assets in which the fund generally invests. There are no mandatory or standard industry investment categories, so investors should always read the full details about a fund. Refer to the table below for the investment category definitions for the funds.																										
	<b>Investment category</b>	<b>Description</b>																									
	Global share	Funds invested in global shares, which can include thematic funds or funds that may incorporate shorting but which is not integral to their investment process.																									
<b>3 Objective</b>	The fund's overall objective and the term in which the manager aims to achieve it.																										
<b>4 Strategy</b>	Describes the overall strategy of the fund and how money within the fund is invested.																										
<b>5 Minimum suggested timeframe</b>	<p>Each fund has a minimum suggested timeframe. Investment professionals will have differing views about the minimum investment period you should hold various investments, and your own personal circumstances will also affect your decision. Your financial adviser can help you determine your investment timeframe.</p> <p>If you are mainly concerned about protecting your capital over a relatively short period of time, then a secure, cash-based investment may be the most suitable. However, if you want the value of your investment to increase over a longer period, then growth assets like shares and property are likely to feature prominently in your investment portfolio.</p>																										
<b>6 Risk band</b>	<p>We have adopted the Standard Risk Measure (SRM), which is based on industry guidance to allow investors to compare funds that are expected to deliver a similar number of negative annual returns over any 20-year period (as outlined in the table on the right). The SRM for each fund is also a measure of the risk objective of the expected variability of the return of the fund.</p> <p>The SRM is not a complete assessment of all forms of investment risk; for instance, it does not detail what the size of a negative return could be or the potential for a positive return to be less than an investor may require to meet their objectives.</p> <p>Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return.</p> <p>Investors should still ensure they are comfortable with the risks and potential losses associated with their chosen fund(s).</p>	<table border="1"> <thead> <tr> <th>Risk band</th> <th>Risk label</th> <th>Estimated number of negative annual returns over any 20-year period</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Very low</td> <td>Less than 0.5</td> </tr> <tr> <td>2</td> <td>Low</td> <td>0.5 to less than 1</td> </tr> <tr> <td>3</td> <td>Low to Medium</td> <td>1 to less than 2</td> </tr> <tr> <td>4</td> <td>Medium</td> <td>2 to less than 3</td> </tr> <tr> <td>5</td> <td>Medium to High</td> <td>3 to less than 4</td> </tr> <tr> <td>6</td> <td>High</td> <td>4 to less than 6</td> </tr> <tr> <td>7</td> <td>Very high</td> <td>6 or greater</td> </tr> </tbody> </table>	Risk band	Risk label	Estimated number of negative annual returns over any 20-year period	1	Very low	Less than 0.5	2	Low	0.5 to less than 1	3	Low to Medium	1 to less than 2	4	Medium	2 to less than 3	5	Medium to High	3 to less than 4	6	High	4 to less than 6	7	Very high	6 or greater	
Risk band	Risk label	Estimated number of negative annual returns over any 20-year period																									
1	Very low	Less than 0.5																									
2	Low	0.5 to less than 1																									
3	Low to Medium	1 to less than 2																									
4	Medium	2 to less than 3																									
5	Medium to High	3 to less than 4																									
6	High	4 to less than 6																									
7	Very high	6 or greater																									
<b>7 Allocation</b>	The asset allocation refers to the proportion of a fund that is invested in each asset class such as shares, property securities, fixed interest and cash. The asset allocation will vary at different points in time. The benchmark allocation (also know as strategic asset allocation) reflects the proportion of each asset class that an investment manager aims to hold within the fund. The range reflects the minimum and maximum amount that may be held in each asset class at any point in time.																										

You should regularly review your investment decision with your financial adviser because your investment needs or market conditions may change over time. The minimum suggested investment timeframe and SRM should not be considered personal advice.

## Fund information

### Baillie Gifford Sustainable Growth Fund – Class A

Global share

<p><b>Objective</b></p> <p>To outperform the MSCI All Country World Index in AUD over rolling five-year periods before fees and taxes.</p>	<p><b>Strategy</b></p> <p>The Sustainable Growth fund aims to invest in companies that are capable of maintaining a decade or more of profitable growth, and are doing so by either distributing products/services that can add value to broader society, or by demonstrating business practices that help to shape industry standards and influence wider change. Over the long-term a 'virtuous circle' emerges – businesses that show leadership in how they treat stakeholders will strengthen their competitive position and, thereby, their growth prospects. There is no need to choose between making a profit and making a difference.</p>
<p><b>Minimum suggested timeframe</b></p> <p>At least 7 years</p>	<p>Identifying companies where this 'virtuous circle' is strong requires the deep integration of sustainability analysis with Baillie Gifford's research and decision-making process. The team utilises a nine question research framework to test both the enduring growth and enduring good characteristics of companies. The result is a well-diversified 55–80 holding portfolio with exposure to a wide range of growth opportunities while ensuring that the bar for inclusion remains high. Baillie Gifford classify companies according to the global challenges they seek to address; problems of People, Planet or Prosperity. These are further subdivided into key sustainability themes present within the portfolio, as outlined in the strategy's process and philosophy.</p> <p>Baillie Gifford recognise that sustainable investors expect all holdings in their portfolio to exceed certain minimum standards. The strategy, therefore, explicitly excludes companies that derive more than 10% of their annual gross revenue from the production or sale of alcohol, tobacco, adult entertainment, armaments (weapons systems, components, and support systems and services and from the manufacture and retail of civilian firearms and ammunition), gambling-related business activities and fossil fuels (companies involved in the extraction and/or production of oil and gas or the mining and sale of thermal coal, including lignite, bituminous, anthracite and steam coal. It excludes revenue from metallurgical coal, coal mined for internal power generation, intra-company sales of mined thermal coal, and revenue from coal trading). Baillie Gifford also exclude companies that contravene the UN Global Compact Principles for Responsible Business.</p> <p>The fund does not hedge currency risk.</p>
<p><b>Risk</b></p> 	<p><b>Allocation</b></p> <p>0% ————— Range ————— 100%</p> <p>95–100%</p> <p>0–5%</p> <p><b>Benchmark</b></p> <p>100% Global shares</p> <p>0% Cash</p>

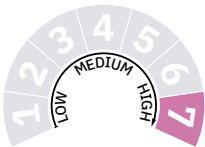


The Certification Symbol signifies that a product or service offers an investment style that takes into account environmental, social, governance or ethical considerations. The Symbol also signifies that the Baillie Gifford Sustainable Growth Fund – Class A adheres to the strict operational and disclosure practices required under the Responsible Investment Certification Program for the category of Product Provider. The Certification Symbol is a Registered Trade Mark of the Responsible Investment Association Australasia (RIAA). Detailed information about RIAA, the Symbol and the Baillie Gifford Sustainable Growth Fund – Class A methodology, performance and stock holdings can be found at [www.responsiblereturns.com.au](http://www.responsiblereturns.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 Licence.

### Baillie Gifford Long Term Global Growth Fund – Class A

Global share

<p><b>Objective</b></p> <p>To outperform the MSCI All Country World Index over rolling five-year periods before fees and taxes.</p>	<p><b>Strategy</b></p> <p>The fund is a purely stock-driven, unconstrained global equity strategy focused on investing in exceptional growth companies. This approach is expressly long term, with Baillie Gifford holding a belief that investing in companies with the scope to grow to multiples of their current size has the potential to transform the returns for investors over time.</p> <p>The fund does not hedge currency risk.</p>
<p><b>Minimum suggested timeframe</b></p> <p>At least 7 years</p>	<p><b>Allocation</b></p> <p>0% ————— Range ————— 100%</p> <p>95–100%</p> <p>0–5%</p> <p><b>Benchmark</b></p> <p>100% Global shares</p> <p>0% Cash</p>
<p><b>Risk</b></p> 	



## Additional investment information

### Do the funds borrow?

The funds do not borrow except for short-term arrangements for settlement purposes or if an emergency or extraordinary situation arises.

Borrowing can only occur in line with a fund's investment strategy. If a fund borrows, this is detailed in the strategy of the fund.

### Your investment and labour standards or environmental, social or ethical considerations

Except as disclosed below, as the Responsible Entity, we don't specifically take into account labour standards or environmental, social or ethical considerations for the purpose of selecting, retaining or realising the funds. We do not directly manage the investments however we do have a robust governance process for assessing the capabilities of each investment manager. This process includes consideration of an investment manager's approach to assessing the effect that climate change and environmental, social, governance (ESG) issues may have on the investments of each fund.

Each investment manager may have its own policy on the extent to which labour standards or environmental, social or ethical considerations are taken into account in their investment process and some funds do take one or more of these factors into account.

Due to the labour, environmental and social risks associated with the production of tobacco and manufacture of controversial weapons<sup>1</sup>, we do not allow investment managers to invest in securities issued by companies who operate in these industries. Whilst we make every endeavour to exclude these companies, there may, from time to time, be a small level of unintended exposure due to lack of data, corporate activity, indirect exposure or exposure through index derivatives.

### What investments can the funds hold?

The Constitution of each fund allows us a great deal of discretion about what investments can be held. The strategy of each fund outlines the intended investments. If we decide to change, we will advise you as soon as is practical.

We may need to comply with substantial holding or other restrictions on individual securities from time to time, for example, if holdings within an individual security exceed a certain percentage. The restriction will be lifted if and when capacity becomes available.

## What is the meaning of allocation?

Each fund invests in direct assets according to the fund's objectives. Allocation refers to how a fund is ultimately invested in other funds, direct assets, sectors and/or pools. The day-to-day allocations may vary slightly from those shown.

A reference to Australian shares or companies may include, for example, units in trusts listed on the ASX and/or investments in companies listed on an overseas stock exchange if they are also listed on the ASX. Within their allocations to listed securities, a fund may purchase unlisted securities on the basis that the securities will list in the future.

Further details on the securities a fund can hold are outlined in the Strategy and Allocation sections of the relevant fund information table.

### Inter-funding

We may invest directly or indirectly in other managed investment schemes managed by us to gain exposure and administrative efficiencies.

### Changes to the funds

CFSIL may, without prior notice to investors, change the investment objective and/or strategy; add, close or terminate a fund; or change an investment manager.

Any change would be considered in light of the potential negative or positive impact on investors.

We will notify existing investors in affected funds of any material change as soon as practicable.

Updated information that is not materially adverse can be obtained by calling Investor Services on 13 13 36 or by visiting [cfs.com.au/product-updates](https://cfs.com.au/product-updates). A paper copy of the updated information will be provided free of charge on request.

### Are there any other benefits to CFSIL?

The funds receive banking and treasury-related services from CBA in the normal course of business and pay normal commercial fees for them. We may derive monetary or administrative benefits from CBA as a consequence of maintaining bank accounts with CBA and through performing administration services for CBA products.

<sup>1</sup> Controversial weapons include: chemical and biological weapons, cluster munitions, antipersonnel landmines, depleted uranium ammunition, non-detectable fragments, incendiary weapons and blinding lasers.

# Risks of investing

## What is risk?

Understanding investment risk is the key to successfully developing your investment strategy. Before you consider your investment strategy, it is important to understand that:

- all investments are subject to risk
- there may be loss of principal, capital or earnings
- different strategies carry different levels of risk depending on the assets that make up the strategy
- assets with the highest long-term returns may also carry the highest level of short-term risk.

When considering your investment, it is important to understand that:

- the value of funds will go up and down
- returns are not guaranteed
- you may lose money
- previous returns don't predict future performance
- laws affecting investment may change
- the appropriate level of risk for you will vary depending on your age, investment timeframe, where other parts of your money are invested and how comfortable you are with the possibility of losing some of your investment in some years.

Different investments perform differently over time. Investments that have provided higher returns over the longer term have also tended to produce a wider range of returns. These investments are generally described as more risky, as there is a higher chance of losing money, but they can also give you a better chance of achieving your long-term objectives. Investments that have provided more stable returns are considered less risky, but they may not provide sufficient long-term returns for you to achieve your long-term goals. Selecting the investments that best match your investment needs and timeframe is crucial in managing this risk.

Your financial adviser can help you understand investment risk and design an investment strategy that is right for you.

## General investment risks

### Market risk

Investment returns are influenced by the performance of the market as a whole. This means that your investments can be affected by things like changes in interest rates, investor sentiment and global events, depending on which markets or asset classes you invest in and the timeframe you are considering.

### Security and investment-specific risk

Individual securities like mortgages, shares, fixed interest securities or hybrid securities can be affected by risks that are specific to that investment or that security. For example, the value of a company's shares can be influenced by changes in company management, its business environment or profitability. These risks can also impact on the company's ability to repay its debt.

### Management risk

All funds have an investment manager to manage your investments on your behalf. There is a risk that the investment manager will not perform to expectation. Management risk may arise from the use of financial models by the investment manager to simulate the performance of financial markets. The performance of financial markets may differ to that anticipated by the financial models.

### Liquidity risk

Liquidity risk refers to the difficulty in selling an asset for cash quickly without an adverse impact on the price received. Assets such as shares in large listed companies are generally considered liquid, while 'real' assets such as direct property and infrastructure are generally considered illiquid. Under abnormal or difficult market conditions, some normally liquid assets may become illiquid, restricting our ability to sell them and to make withdrawal payments for investors without a potentially significant delay.

### Counterparty risk

This is the risk that a party to a transaction such as a swap, foreign currency forward or stock lending fails to meet its obligations such as delivering a borrowed security or settling obligations under a financial contract.

### Legal, regulatory and foreign investment risk

This is the risk that any change in taxation, corporate or other relevant laws, regulations or rules may adversely affect your investment. For funds investing in assets outside Australia, your investment may also be adversely impacted by changes in broader economic, social or political factors, regulatory change and legal risks applicable to where the investment is made or regulated.

### Environmental, social and governance (ESG) and climate risk

The value of individual securities may be influenced by environmental, social and governance factors. These risks may be real or perceived and may lead to financial penalties and reputational damage. For example, environmental risks include waste and pollution, resource depletion and land use. Social risks are where the investment may be impacted by social, labour and human rights risks and include health and safety. Governance risks can impact sustainability of an investment and cover business practices such as board diversity and independence, voting procedures, transparency and accountability.

Climate change also poses a risk – not only to the environment, but also to the broader economy and valuation of an investment. Typically, climate change risks can be split between physical and transition risks.

- Physical risks refer to the direct impact that climate change has on our physical environment. For example, a company's revenue may be reduced due to weather events and this may reduce the value of the company's shares.

- Transition risks refer to the much wider set of changes in policy, law, markets, technology and prices that may be needed to address the mitigation and adaptation requirements which are necessary for the transition to a low carbon economy.

### Distribution risk

In some circumstances, the frequency or rate of distribution payments may vary or you may not receive a distribution. This is more likely to occur when a fund employs extensive currency hedging or uses derivatives.

### Securities lending risk

The funds may lend out or transfer their securities under securities lending transactions. If a fund engages in securities lending, there is a risk that the borrower may become insolvent or otherwise become unable to meet, or refuse to honour, its obligations to return the loaned assets. In this event, the fund could experience delays in recovering assets and/or accessing collateral which may incur a capital loss. Where a fund invests any collateral it receives as part of the securities lending program, such investments are also subject to the general investment risks, and in some cases credit risk.

In addition, some funds may borrow securities under securities lending arrangements as part of their investment or borrowing strategies. A fund that is involved in these strategies is also exposed to short selling risk. Where a fund has been identified as having short selling risk, it will also be exposed to securities lending risk.

### Fund-specific risks

#### Currency risk

Investments in global markets or securities which are denominated in foreign currencies give rise to foreign currency exposure. This means that the Australian dollar value of these investments may vary depending on changes in the exchange rate.

Baillie Gifford use a currency management strategy that aims to minimise unintentional currency exposure.

Refer to 'Additional information on fund-specific risks' for more information about currency risk.

#### Emerging markets risk

Due to the nature of the investments in emerging markets, there is an increased risk that the political and/or legal framework may change and adversely impact your investments. This could include the ability to sell assets. Funds that invest in global markets may have exposure to emerging markets.

Refer to 'Additional information about emerging markets risk' for further information.

All of the funds in this PDS are subject to some or all of these risks, which can also vary from time to time. You should consult your financial adviser before making a decision to invest.

Your financial adviser is required to be qualified in understanding the risk and return associated with the wide range of funds available to you and can help you make decisions regarding these funds.

## Are there any other risks you should be aware of?

When investing, there is the possibility that your investment goals will not be met. This can happen because of the risks discussed previously. It can also happen if your chosen investment strategy is not aligned to your objectives and investment timeframe.

### A guide to your fund risk profile

The main risks which can typically affect a managed fund are outlined in this PDS. In addition to the general investment risks (i.e. market risk, security and investment-specific risk, management risk, liquidity risk, counterparty risk, legal, regulatory and foreign investment risk, environmental, social and governance (ESG) and climate risk, distribution risk and securities lending risk) further fund-specific risks are described. The table below identifies which fund-specific risks the funds typically have exposure to. Note that the table is not exhaustive and is a reference guide only. The relative importance of a risk to a particular fund and whether or not a fund-specific risk is applicable may differ from the table below and change from time to time. Funds can have exposure to a fund-specific risk at or after the date of this issue, and this may not be reflected in the table.

Fund name	Currency risk	Emerging markets risk
Baillie Gifford Sustainable Growth Fund – Class A	•	•
Baillie Gifford Long Term Global Growth Fund – Class A	•	•

### Additional information on fund-specific risks

#### Currency risk

##### How is currency risk managed?

Changes in the value of the Australian dollar lead to a difference between the foreign currency returns or the value of the global investments held by a fund, and those returns or values expressed in Australian dollars. This is known as foreign currency risk. Currency is not an asset class and therefore does not give a fund either natural long-term growth or an income stream. Rather, currency exposure gives rise to a source of potential volatility of returns – both positive and negative.

Financial instruments can be used to reduce currency risk – this is known as hedging. Hedging is a process where exposure to one currency can be reduced or removed by entering into a transaction that offsets that exposure. If a fund is unhedged, then any foreign currency investments the fund holds are fully exposed to movements in the Australian dollar, which can have a positive or negative effect on the value of the fund.

Whether a fund is hedged or unhedged is disclosed under each fund's strategy in the relevant fund information table. The extent to which a fund is hedged depends on the underlying objectives and risk characteristics of the fund. The extent of hedging may also vary over time depending on the value of the Australian dollar.

In funds that hedge currency risk, movements in the Australian dollar can impact the size of distributions that you receive. Generally, a rising Australian dollar will produce gains on the currency hedge and increase the distribution, while a falling Australian dollar will produce currency losses that reduce the distribution.

For more information on how we manage currency risk, refer to the information flyer 'Managing currency risk', available at [cfs.com.au](http://cfs.com.au) or by calling us on 13 13 36.

## **Additional information about emerging markets risk**

Investing in emerging markets may involve a higher risk than investing in more developed markets. Emerging market securities may present market, credit, currency, liquidity, legal, political and other risks different from, and potentially greater than, the risks of investing in developed market countries.

For example, companies in emerging markets may not be subject to:

- accounting, auditing and financial reporting standards, practices and disclosure requirements comparable to those applicable to companies in major markets
- the same level of government supervision and regulation of stock exchanges as countries with more advanced securities markets.

Accordingly, certain emerging markets may not afford the same level of investor protection as would apply in more developed jurisdictions. There are also risks that, while existing in all countries, may be higher in emerging markets due to the legal, political, business and social frameworks being less developed than those in more established market economies.

Examples of higher risks include:

- political or social instability (including recession or war)
- institutional manipulation of currency or capital flows
- deflation, inflation, or loss in value of currency, and
- greater sensitivity to interest rates and commodity prices.

As a result, investment returns from emerging market securities are usually more volatile than those from developed markets. This means that there may be large movements in the unit prices of funds that invest in emerging market securities over short or long periods of time.

You should consider whether a fund that invests in emerging market securities is suitable for your portfolio.

# Fees and other 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 fees.<sup>1</sup> Ask the fund or your financial adviser.

## TO FIND OUT MORE

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

<sup>1</sup> Note: Although we are required by law to include this wording, the fees are not subject to negotiation.

This section shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the managed investment scheme as a whole.

Taxes are set out in another part of this document.

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

Fees and costs for particular funds are set out in the 'Fees and costs for each fund' table under 'Additional explanation of fees and costs'. These fees do not include any fees that may be charged by the platform operator where an investment is made via a platform product.

## Fees and costs summary

### Baillie Gifford Funds – Class A

Type of fee or cost	Amount <sup>1</sup>	How and when paid
<b>Ongoing annual fees and costs<sup>2</sup></b>		
<b>Management fees and costs</b> The fees and costs for managing your investment	Baillie Gifford Sustainable Growth Fund – Class A 0.89% p.a. (estimated) Baillie Gifford Long Term Global Growth Fund – Class A 0.97% p.a. (estimated)	Unless otherwise stated in the PDS, the management fees and costs are expressed as a percentage of the total average net assets of the fund.  The management fees and costs are reflected in the daily unit price and payable monthly or as incurred by the fund.  Refer to the 'Management fees and costs' section for further details.
<b>Performance fees</b> Amounts deducted from your investment in relation to the performance of the product	N/A	N/A
<b>Transaction costs</b> The costs incurred by the scheme when buying or selling assets	Baillie Gifford Sustainable Growth Fund – Class A 0.01% p.a. (estimated) Baillie Gifford Long Term Global Growth Fund – Class A 0.00% p.a. (estimated)  Refer to the table in the 'Transaction costs' section for the transaction costs that apply to each fund.	These costs are deducted from the underlying assets of the fund and are reflected in the daily unit price for that fund. Depending on the cost, they may be deducted daily, monthly or at some other time.
<b>Member activity related fees and costs (fees for services or when your money moves in or out of the product)<sup>3</sup></b>		
<b>Establishment Fee</b> The fee to open your investment	Nil	N/A

Type of fee or cost	Amount <sup>1</sup>	How and when paid
<b>Contribution Fee<sup>4</sup></b> The fee on each amount contributed to your investment	Nil	N/A
<b>Buy/sell spread</b> An amount deducted from your investment representing costs incurred in transactions by the scheme	Baillie Gifford Sustainable Growth Fund – Class A 0.10% of the transaction Baillie Gifford Long Term Global Growth Fund – Class A 0.05% of the transaction Refer to the 'Buy/sell spreads' section for more information, and to the 'Fees and costs summary' table for the buy/sell spreads for each fund. These spreads may change without notice to you to reflect changing market conditions. Refer to the 'Product Update' section of our website at <a href="https://cfs.com.au/product-updates">cfs.com.au/product-updates</a>	This cost is payable each time you add to, withdraw from or switch to/from a fund.
<b>Withdrawal Fee<sup>4</sup></b> The fee on each amount you take out of your investment	Nil	N/A
<b>Exit Fee<sup>4</sup></b> The fee to close your investment	Nil	N/A
<b>Switching Fee<sup>4</sup></b> The fee for changing investment funds	Nil	N/A

1 All figures disclosed include the net effect of GST and any related GST credits.

2 The fees and costs are estimates based on the costs incurred in the previous financial year.

3 Other service fees may apply including an Adviser Service Fee. Please refer to 'What is paid to your adviser?' for further details.

4 Even though switching fees and exit fees are not charged, buy/sell spreads apply to most funds (refer to 'Buy/sell spreads' for further details).

## Example of annual fees and costs for a balanced or other fund

This table gives an example of how the ongoing annual fees and costs for this product can affect your investment over a one-year period.

You should use this table to compare this product with other products offered by managed investment schemes.

<b>EXAMPLE – Baillie Gifford Long Term Global Growth Fund – Class A</b>		<b>BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING YEAR</b>
Contribution Fees	0%	For every additional \$5,000 you put in, you will be charged \$0
<b>PLUS</b> Management fees and costs	0.97% p.a.	<b>And</b> , for every \$50,000 you have in the Baillie Gifford Long Term Global Growth Fund – Class A, you will be charged or have deducted from your investment \$485 each year
<b>PLUS</b> Performance fees	0.00%	<b>And</b> , you will be charged or have deducted from your investment \$0 in performance fees each year
<b>PLUS</b> Transaction costs	0.00%	<b>And</b> , you will be charged or have deducted from your investment \$0 in transaction costs each year

### **EXAMPLE – Baillie Gifford Long Term Global Growth Fund – Class A**

### **BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING YEAR**

#### **EQUALS**

Cost of Baillie Gifford Long Term Global Growth Fund – Class A

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:

**\$485**

**What it costs you will depend on the fund you choose and the fees you negotiate.**

These figures are inclusive of the net effect of GST and any related GST credits. Additional fees may apply.

**Establishment fee: \$0**

**And**, if you leave the managed investment scheme early, you may also be charged **exit fees** of 0% of your total account balance.

**Note** that this is just an example. In practice, the actual investment balance of an investor will vary daily and the actual fees and expenses we charge are based on the value of the fund, which also fluctuates daily.

Buy/sell spreads also apply. Refer to 'Buy/sell spreads'.

## Cost of product for 1 year

The cost of product gives a summary calculation about how ongoing annual fees and costs can affect your investment over a one-year period for all funds. It is calculated in the manner shown in the Example of annual fees and costs.

The cost of product assumes a balance of \$50,000 at the beginning of the year with a contribution of \$5,000 during the year. Additional fees such as an establishment fee or an exit fee may apply. Refer to the Fees and costs summary for the relevant fund.

You should use this figure to help compare this product with other products offered by managed investment schemes.

Fund name	Cost of product
Baillie Gifford Sustainable Growth Fund – Class A	\$450
Baillie Gifford Long Term Global Growth Fund – Class A	\$485

## Additional explanation of fees and costs

### Management fees and costs

Management fees and costs include management fees, investment expenses and custody fees. Management fees and costs are deducted from the performance of each fund (i.e. they are not charged directly to your account). These costs may be incurred directly by the fund or within an underlying investment vehicle. They do not include contribution fees, transaction costs, performance fees or additional service fees. The management fees and costs for each fund are an estimate based on the previous financial year. They are expressed as a percentage of each fund's net assets and, together with any applicable buy/sell spreads, are outlined in the 'Fees and costs summary' table.

Management fees are the fees payable under the Constitution of a managed investment scheme for the management of the fund. Management fees are calculated from gross assets of the fund. For details of the maximum management fees allowed under the Constitution, refer to 'Increases or alterations to the fees'.

### Increases or alterations to the fees

We may vary the fees set out on in the 'Fees and costs summary' table at any time at our absolute discretion, without your consent, within the limits prescribed in each fund's Constitution. If the variation is an increase in a fee or charge, we will give you at least 30 days prior written notice.

The Constitution of each fund provides for a maximum management fee of 3.075% p.a.

Note: The maximums are provided for your information and are not the current fees charged. The current fees are shown in the 'Fees and costs summary' table.

## Transaction costs

Transaction costs are the costs of buying and selling assets directly or indirectly held by a fund and may include brokerage (and other related Broker costs), buy/sell spreads of any underlying funds, settlement costs (including custodian charges on transactions), clearing costs and stamp duty on an investment transaction.

If the amount payable to acquire an investment exceeds the price for which it would be disposed of at that time, the difference is also a transaction cost.

Transaction costs are shown net of amounts recovered by buy/sell spreads charged and is an additional cost where it has not already been recovered by the buy/sell spreads charged.

Transaction costs are an additional cost to you, but no part of a transaction cost (including the buy/sell spread) is paid to us or an investment manager. Transaction costs are usually paid for from the assets directly or indirectly held by a fund at the time of the transaction.

### Buy/sell spreads

For most funds, there is a difference between the unit price used to issue and redeem units and the value of the fund's assets. This difference is due to what is called the buy/sell spread.

When you (or any person you have authorised) invest, switch or withdraw all or part of your investment in a fund, we use the buy/sell spread to pay for the transaction costs incurred as a result of the transaction. We use the buy/sell spread to allocate transaction costs to the investor transacting rather than other investors in the fund.

A fund's buy/sell spread is set to reflect the estimated transaction costs the fund will incur as a result of investor transactions. The buy/sell spread that applies to each fund is shown in the 'Fees and costs summary' table.

Note: The buy/sell spreads are not paid to us or the investment manager. They are paid to the fund and can be altered at any time, and may be altered without prior notice to you.

**Buy/sell spread example:** If you make a \$50,000 investment in or withdrawal from the Baillie Gifford Long Term Global Growth Fund – Class A (which charges a 0.05% buy spread), you will incur a buy/sell spread of \$25.

### Other transaction costs

Not all transaction costs are funded from the buy/sell spread. One reason for this is that a fund may buy or sell assets even though there have been no investor transactions. Additional transaction costs may be incurred either in the fund or in underlying funds and these will reduce the returns of the fund.

The 'Gross transaction costs' for each fund, for the 12 months to 30 June 2023, the 'Costs recovered' and the 'Net transaction costs' which reduces the returns on the funds are set out in the following table.

## Transaction costs

Fund name	(A) Gross transaction costs (p.a.) <sup>1</sup>	– (B) Costs recovered (p.a.)	= (C=A–B) Net transaction costs (p.a.) <sup>1</sup>
Baillie Gifford Sustainable Growth Fund – Class A	0.08%	0.07%	0.01%
Baillie Gifford Long Term Global Growth Fund – Class A	0.02%	0.02%	0.00%

1 The costs are estimates based on the costs incurred in the previous financial year.

These figures are inclusive of the net effect of GST and any related GST credits. Note: Past costs are not a reliable indicator of future costs. Future costs may differ.

## Other operating expenses and abnormal costs

The Constitution for each managed investment scheme allows for the ongoing operating costs, charges, expenses and properly incurred outgoings (such as registry, trust accounting, investment, audit, regulatory, production of the offer documents and taxation advice) and other administration costs, charges and expenses to be paid directly from the fund. Alternatively, the responsible entity is entitled to recover these costs from the fund. The Constitution does not place any limit on these costs that can be paid from each fund.

Abnormal costs (such as costs of unitholder meetings, recovery and realisation of assets, changes to the Constitution and defending or pursuing legal proceedings) are paid out of the fund. These costs are incurred fairly infrequently.

## Additional information for direct investors

### What is paid to your adviser?

The adviser recommending this product may receive from us certain non-monetary benefits allowed under law (soft dollar). Under our obligations pursuant to the *Corporations Act 2001* and the Financial Services Council Code of Practice, we keep a record of soft dollar payments which we are entitled to make to dealer groups or advisers.

Dealer groups and other licensees who have an arrangement with us may receive remuneration from us to the extent that it is permitted under law. This remuneration will be paid out of the fees we derive from you that are indicated in the 'Fees and costs summary' table in a given year. If these amounts are paid, they are paid by us from our revenue and are not an extra amount paid from the fund, nor are they a further amount you pay. Refer to the Financial Services Guide for further information on related party remuneration.

## Adviser service fee

You can arrange for the cost of advice services provided by your adviser to be deducted from your account by setting up an adviser service fee (ASF). An ASF can be deducted monthly as an ongoing or fixed term arrangement, or as a one-off arrangement.

Where an ASF is deducted from your account it must be:

- consented to by you in writing and provided to us
- a reasonable amount for the advice and services provided to you.

Your adviser must provide you with a detailed summary of the fees you've agreed to pay.

CFSIL has complete discretion to decline a request to pay adviser service fees, including in order to comply with its obligations under any applicable law.

In the event where the rights of your adviser and/or their licensee have been assigned or novated to another person or entity, the agreed fees and payments of these fees may transfer to that person or entity.

You can generally choose the fund from which your ASF is deducted. Where you do not nominate a fund or the fund you nominate has insufficient funds to pay the fee, we will generally deduct the fee from the most conservative fund you hold at the time the fee is deducted. ASFs are typically deducted within the first five business days of the following month.

### One-off adviser service fee

A one-off adviser service fee is charged as a set dollar amount. You can choose to have this one-off fee deducted proportionately from all funds in which you're invested or from one specified fund. Where the fee is deducted from all your funds, it will be based on the investment weighting of your account as at the day the fee is deducted.

### Ongoing or fixed term adviser service fees

An ongoing or fixed term adviser service fee, which is deducted monthly, can be charged as:

- a percentage of your account value, and/or
- a set dollar amount.

You can't arrange for both an ongoing and a fixed term fee to be deducted at the same time. Where the fee is charged as a percentage of your account balance, the fee deduction will occur at the beginning of each month and will generally be calculated based on the number of days in the previous month that the fee was applied to your account. If you request for a specific dollar amount to be deducted each month, that amount will thereafter be deducted at the beginning of each month until the fee arrangement ends or is terminated. Pro-rata fee calculations are not applied to fixed dollar fee arrangements. No deduction will occur after the arrangement ends or is terminated, except where the arrangement ends on the last day of the month.

In the event where your adviser changes the ongoing or fixed term adviser service fee arrangement from a percentage of your account balance to a fixed dollar amount or vice versa, this will affect the amount of adviser service fee you pay for that month. However the total adviser service fees for the duration of the fixed dollar fee arrangement with your adviser remain the same.



The following table outlines the calculation of adviser service fees in the month where there is a change of adviser service fee arrangement.

**Example – Balance of \$50,000 and new ASF request received on 15 June 2023**

	<b>ASF changed from fixed dollar amount to percentage of account balance</b>	<b>ASF changed from percentage of account balance to fixed dollar amount</b>
Existing ASF	\$30 per month	1% of the account balance p.a.
New ASF	1% of the account balance p.a.	\$30 per month
Total ASF deducted for the month of June 2023	<p><b>\$0</b> for the fixed dollar amount fee for the month of June.</p> <p>Note: no deduction will occur if the arrangement ends or is terminated, except where the arrangement ends on the last day of the month.</p> <p><b>PLUS</b></p> <p><b>\$22.22</b> for the percentage based fees deducted for the 16 days from 15–30 June 2023.</p> <p><b>Total: \$22.22</b></p>	<p><b>\$20.83</b> for the percentage based fees deducted for the 15 days from 1–15 June 2023.</p> <p><b>PLUS</b></p> <p><b>\$30</b> for the fixed dollar amount fee for the month of June.</p> <p>Note: no deduction will occur if the arrangement ends or is terminated, except where the arrangement ends on the last day of the month.</p> <p><b>Total: \$50.83</b></p>

**Note:** This example is for illustration purposes only and assumes the daily account balance does not change. In practice, the actual percentage based fees are calculated daily and will vary based on the account balance which also fluctuates daily.

An ongoing or fixed term adviser service fee may only be deducted from one specified fund.

Where you agree to pay an ongoing or fixed term adviser service fee this will continue to be deducted from your account until:

- the term of the arrangement ends and, if an ongoing fee arrangement, you do not renew your arrangement, or
- you or your adviser ask us to stop the fee arrangement.

We recommend speaking to your adviser before making changes to the ASF as this may affect the advice and services they provide to you.

Any ongoing or fixed term adviser service fee will be paid to the current adviser listed on your account. You can change your adviser or renegotiate your adviser service fee with your adviser at any time by providing a new written consent.

**Your written consent to deduct the fees from your account**

To set-up an adviser service fee on your account, we must be provided with a completed adviser service fee form. This form requires you to consent to the amount of the adviser service fee that is to be deducted from your account and to which adviser the fee is to be paid (through their dealer group).

The form also outlines the frequency, time and amount of any fees, a reasonable estimate of the fees you will pay in the next 12 months if it is not a set dollar fee and, for fixed term and one-off fees, the services to be provided by your adviser. In addition to the form provided to us, details of the adviser service fee must also be disclosed to you by your adviser in a Statement of Advice or other related advice documentation, such as a Record of Advice.

Where you do not consent to an ASF, your adviser can't arrange for it to be deducted from your account. Your consent for an ongoing adviser service fee must be renewed annually through your adviser. The fee arrangement will terminate on the 'end date' you and your adviser provide to us on an adviser service fee form, if you do not provide prior consent to renew the fee.

CFSIL sets guidelines for the amount of adviser service fees deemed reasonable to be released from your account based on your account balance. Where your fees are outside of these set guidelines they may be reduced or removed. We will notify you and your adviser if this occurs. You and your adviser may discuss an alternative means for payment.

You should discuss the services your adviser will provide to you as a result of the fees you pay. If you have any queries in relation to the advice or services received, your adviser is best placed to assist you with these.

If you want to know how much you are paying in fees to your adviser, you can visit FirstNet to view your transaction history. Alternatively, you can contact us or your adviser directly.

**Additional information for indirect investors**

If you are holding one or more of the funds via a platform product, the following information applies.

**Commissions and other payments**

Platform operators may receive remuneration from us to the extent that it is permitted under law. This remuneration will be paid out of the fees we derive from you that are indicated in the 'Fees and costs summary' table in a given year. If these amounts are paid, they are paid by us from our revenue and are not an extra amount paid from the fund, nor are they a further amount you pay.

Your adviser may also receive remuneration from the platform operator in a variety of ways for the provision of services. Details of this remuneration will be in the offer documents for the master trust or wrap account and the Financial Services Guide and Statement of Advice which your financial adviser must give you.

**Differential fees**

We may issue units to certain investors such as sophisticated, professional or wholesale investors with reduced management fees and costs. Such arrangements would be subject to individual negotiation, compliance with legal requirements and any applicable ASIC instruments.

# How managed investment schemes are taxed

General taxation information has been provided for you in this PDS. However, because the Australian taxation system is complex and different investors have different circumstances, you should consider seeking professional taxation advice before investing in the funds.

You may be required to pay tax in relation to your investment in a fund (generally income or capital gains tax). However, you may be able to claim some tax credits or receive the advantage of some tax concessions.

Some tax information has been provided for you below. However, although every care is taken, it is never possible to rule out the risk that on a subsequent review, taxation liabilities of each fund could increase, or the benefit of concessions reduce.

Because investors can move into and out of a fund at different points in time, there is a risk that taxation liabilities in respect of gains that have benefited past investors may have to be met by subsequent investors.

This tax information is current as at December 2023.

The levels and basis of tax may change in the future. We, or your platform operator, will send you all the information you need each year for you to complete your tax return.

## Attribution Managed Investment Trusts (AMITs)

The managed funds which you can invest in through your account are generally structured as Managed Investment Trusts (MIT).

Our eligible Managed Investment Trusts (MITs) have elected into a taxation regime called the Attribution Managed Investment Trust (AMIT) regime. A MIT that has elected into this regime is also referred to as an AMIT.

Under the AMIT regime, we will attribute income and tax offsets to you on a fair and reasonable basis. You will generally be assessed on this income and may be entitled to claim the tax offsets attributed to you.

The AMIT regime also provides you with the ability to adjust the cost base of your interest in the AMIT upwards or downwards where amounts attributed to you differ to the amounts that you have received as a cash distribution. This attribution information will be provided to you in an annual Tax Return Information Statement. This statement will detail member components of assessable income, capital gains, tax credits and other relevant information you should include in your tax return. If you are an indirect investor, your platform operator will provide you with this information. Refer to 'Accessing information on your account' for more details.

For more information, refer to 'Modifications to the constitutions – AMIT' flyer at [cfs.com.au/personal/products/products-and-update/managed-investment-trust.html](https://cfs.com.au/personal/products/products-and-update/managed-investment-trust.html)

## Will you be liable to pay tax on income attributed to you from a fund?

You may be liable to pay tax on the income attributed, depending on your total level of taxable income and your income tax rate. This is the case whether the money is actually paid to you or reinvested. Any tax you pay depends on what makes up the attributed income.

An example of some types of attributed income are as follows:

- income (such as dividends and interest)
- net capital gains (from the sale of the fund's investments)
- tax credits (such as franking credits attached to dividend income and credits for tax paid on foreign income).

Your share of amounts attributed to you will be shown on your annual Tax Return Information Statement.

## Will you be liable for tax when you switch or withdraw money from a fund?

You may, depending on your total level of taxable income and your income tax rate. Australian residents are generally subject to capital gains tax on gains when they switch or withdraw from a fund or transfer units to another person or entity. Depending on the type of taxpayer you are defined as and how long you have held your units, you may be entitled to a capital gains tax concession which can reduce the liability by up to 50% if you are an individual or trust, or 33.33% if the investment is held by a complying superannuation entity.

## Quoting a Tax File Number (TFN) or an Australian Business Number (ABN)

### Australian residents only

Under law (*Taxation Administration Act 1953* (Cth)) we can collect your TFN. You are not required by law to quote your TFN. However, without your TFN or appropriate exemption information, we are required to withhold tax at the highest marginal tax rate (plus Medicare and other applicable levies) on income attributed to you. We will only use your TFN for lawful purposes (which are subject to legislative changes).

### Non-residents

Non-residents may be subject to withholding tax on attributed income. The exact amount cannot be determined in advance because it varies depending upon the type of income. Generally, for the funds offered in this PDS, non-residents will not be subject to Australian tax on capital gains arising at redemption. However, non-residents seeking to invest should obtain tax advice on their specific circumstances.

## Withholding

We may be required to withhold an amount from any payment to you to meet our obligations under foreign or domestic law, including those imposed pursuant to sections 1471 to 1474 of the United States Internal Revenue Code 1986 (FATCA).

# Account management

## Direct vs indirect investment in a fund

In this PDS, you will see references to direct and indirect investors.

Where you invest directly, you become a unitholder in the fund and you must complete the application form attached to or accompanied by either a paper or an electronic copy of the PDS.

You can also invest indirectly, via a platform such as a master trust, investor directed portfolio service or wrap account. Where you invest indirectly, the platform operator becomes a unitholder in the fund. Rather than receiving reports or other documentation relating to the fund directly from CFSIL, your platform operator will provide them. Matters relating to your investment in the fund (including how to invest, cooling off rights, complaints, etc.) should be directed to your platform operator.

The information in this section applies to direct investors in the funds.

If you are investing via a platform, contact the platform operator for the information relevant to you. Ensure you complete the documents which the platform operator requires for you to invest in or withdraw from a fund, or to cancel a request. The platform operator can also provide you with information about your investment in the funds.

## Establishing and transacting on your account

To make it easy for you to keep up-to-date and transact on your investment, we provide you with a number of transaction options:



### Internet

cfs.com.au via FirstNet Investor or our secure online system (e-Post)



### Telephone

13 13 36 (toll free)



### Direct credit and BPAY®

#### Telephone and internet banking – BPAY

Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account. More info: [www.bpay.com.au](http://www.bpay.com.au)



### Mail

Colonial First State  
Reply Paid 27  
Sydney NSW 2001



The easiest way to monitor and transact on your account is to use FirstNet. You can access FirstNet by visiting our website.

The table below provides you with information on how to set up and transact on your account and the options available to you. For further information on how your transactions are processed, refer to the 'Transactions and unit pricing' section. We recommend you contact your financial adviser to discuss your needs before any transaction.

## Guide to transacting on your account

Information I need to know <sup>1</sup>	Transaction options	Things to be aware of
<b>How do I set up my account?</b>		
<p>A minimum initial investment amount of \$25,000 per fund applies.</p> <p>A minimum account balance of \$10,000 per fund also applies.</p> <p>Completed applications received on a NSW business day prior to 3pm (Sydney time) will be processed using that day's unit price.</p>		<p>If you are investing directly, complete the application form, sign it and send it to us via mail or e-Post.</p> <p>We will require information to establish your identity. In certain circumstances, your application may be delayed or we may be unable to process your application to set up an account.</p>

**How do I make regular investments from my bank account?<sup>2</sup>**

A minimum amount of \$500 applies.  
 Funds are drawn from your bank account on the first NSW business day after the 19th of each month and valued using the unit price for that NSW business day.  
 You can choose to automatically increase your regular investment by a percentage based on the Consumer Price Index (or 3%, whichever is greater) each year. You may nominate this on the application form.  
 We will notify you in writing prior to the increase in August each year. If you opened your account between February and August, the first increase will happen in the August of the following year.



To use any of these options, you will have previously provided a direct debit request to allow us to draw from your Australian financial institution account.  
 Call us on 13 13 36 to obtain a regular investment form or look for the form on our website.  
 Ensure that you inform us how you would like your regular investment plan to be allocated. If you don't provide an instruction, we will allocate as per your previous transaction.

**How do I make additional investments to my account?**

No minimum amount applies.  
 You should tell us the funds into which you wish to make your additional investment.  
 In extraordinary circumstances where a fund is suspended, restricted or unavailable, additional investments may not be processed or may incur a significant delay.



If you wish to make additional investments using direct credit from your bank account, refer to the details below.  
 BSB: 062-778  
 Account number: Last 9 digits of your account number  
 Account name: First name Surname

Note: Over the counter branch deposits cannot be accepted.



**Telephone and internet banking**  
 Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account.  
 More info:  
[www.bpay.com.au](http://www.bpay.com.au)

Refer to your Australian financial institution for payment of funds. You will need to quote the relevant biller code.

Biller code:	625285
Reference number:	1 + account number



To use these options, you will have previously supplied a direct debit request to allow us to draw from your Australian financial institution account.





Mail us an additional and regular investment form or letter, accompanied by the 'Direct Debit Request Form'.

**How do I make a withdrawal?**

No minimum withdrawal amount applies, subject to minimum account balance requirements.  
 Withdrawals can be paid to your previously nominated bank account or by cheque.  
 Withdrawal requests received on a NSW business day prior to 3pm (Sydney time) will be processed using that day's unit price and in normal circumstances generally paid within seven working days.<sup>3</sup>  
 In extraordinary circumstances, withdrawals could be suspended or restricted. See the 'Withdrawals' section under 'How are your transaction processed?' for further details.



Provide us with a signed written request or a completed withdrawal form, available from our website or by calling us on 13 13 36.  
 Bank details are to be provided on a signed request. Payments can only be made to an Australian financial institution.  
 Cheque withdrawal requests can only be accepted if we receive a request signed by the investor(s) or an authorised person (e.g. Power of Attorney).

Information I need to know <sup>1</sup>	Transaction options	Things to be aware of
<b>How do I cancel a request?</b>		
Please provide us with a signed written request or contact us by phone before 3pm on the day of the receipt of the original request.		Note that a signed written request may be required subsequent to your telephone advice.
<b>How do I change my personal details?</b>		
Please contact us on 13 13 36 and advise your change. Alternatively, you can complete a Change of Details form, available on our website, or change your details via FirstNet.		Certain types of changes may require a signed written request, accompanied by certified documentation.

- 1 A completed request (which includes a correctly completed form, together with any material we may ask for to establish your identity), received in our office on a NSW business day prior to 3pm (Sydney time), will be processed as at the date of receipt of the completed request. A request to debit funds from your nominated account will be submitted to your bank on the day we process your transaction. We may not be able to process your transaction if prior transactions exist on the same day.
  - 2 Unless a fund is suspended, restricted or unavailable, regular investments are accepted in accordance with the PDS current at the time of the relevant investment. A copy of the current PDS is available free of charge on request. We may terminate this facility if the direct debit fails three times in any 12-month period. Note that any changes to this facility must be received prior to the last business day prior to the 19th of the month for the change to take effect for that month.
  - 3 We reserve the right to delay a transaction where there may be a concern over its legitimacy or for the security of our investors. If a transaction is delayed, you will receive the unit price that applies on the day your request is processed.
- © Registered to BPAY Pty Ltd ABN 69 079 137 518.

## Transactions and unit pricing

### How are your transactions processed?

#### Applications

To ensure that your application is processed efficiently, it is important that you complete all sections of the application form and provide us with all documentation we request (refer to the application form checklist in the application forms section).

In the event that certain information is not provided, the following will apply:

- If no fund or an invalid fund is selected for deducting the adviser service fee, we will deduct from the first fund invested in.
- Unless otherwise specified, additional deposits and applicable fees will be invested in line with your most recent transaction and/or a regular investment plan.

In certain situations, after receiving your application (and related information) and application monies, we may not be able to proceed, for whatever reason, with your request, and issue the product immediately, until the required information is received. In these situations we shall:

- attempt to contact you and/or your adviser (if applicable)
- hold your application monies in a non-interest bearing account until we receive the required information.

Funds are held for a maximum period of 30 days (in a non-interest bearing account) commencing on the day we receive the funds. After this period your application monies will be returned to the source of payment.

At the time we process your application, your original application monies will be divided by the applicable unit price, to determine the number of units to be issued to you.

For completed applications received in our offices prior to 3pm (Sydney time) on a NSW business day, the unit price used will be the one effective that day. Completed applications received in our offices after 3pm (Sydney time) on a NSW business day will receive the following day's entry unit price. However, for funds received electronically, either by direct debit, EFT, BPAY or transfers from another institution, the unit price used will be the one effective the date the funds are received in our bank account.

In extraordinary circumstances, we may suspend or restrict applications and we may also reject applications at our discretion.

#### Switches

A switch is treated as a withdrawal from one fund and an investment into another. Funds are withdrawn at the exit unit price and the new units invested at the entry unit price. These two transactions are completed on the same business day, unless your switch is from or into a suspended, restricted or unavailable fund. In this case, your switch may not be processed and, if any payment is to be made, then the exit price used to calculate this payment will be the one determined at the time the payment is made.

If your switch request includes an investment into a suspended, restricted or unavailable fund, we will contact you to confirm your transaction.

When switching, you must ensure that you have a copy of the current relevant PDS, which you should retain for future reference.

Switching may have capital gains tax implications.

## Withdrawals

**This is a complex area and has tax implications. If you need further explanation regarding any of the terms used in this section, you should discuss this with your financial adviser.**

Withdrawals cannot be processed until application monies are cleared and all necessary documentation is provided.<sup>1</sup>

We reserve the right to delay a transaction where there may be a concern over its legitimacy or for the security of our investors. If a transaction is delayed, you will receive the unit price that applies on the day your request is processed.

In the event that certain information is not provided, the following will apply:

- If no payment method is selected, a cheque will be provided.
- Payments can only be made to Australian financial institutions. Overseas accounts will not be accepted. If a request is made to transfer funds to an overseas account, a cheque will be provided.

When we receive your completed withdrawal request, together with any documentation that we may require to establish your identity, the proceeds are calculated at the next determined exit unit price. In extraordinary circumstances, we may suspend withdrawals.

Withdrawals are normally processed within seven working days of receiving a request from you. Longer periods may apply from time to time.

Where a fund is suspended, restricted or unavailable, we may not process withdrawal requests. Any decisions whether to process withdrawals or partial withdrawals will be made in the best interests of investors as a whole, and if any payment is to be made, then the exit price used to calculate this payment will be the one determined at the time the payment is made.

## Transaction cut-off times

If we receive your completed transaction request in our office before 3pm (Sydney time) on a NSW business day, we will process your transaction using that day's unit price.

If we receive your completed transaction request after the cut-off time shown above, we will process your transaction using the following business day's unit price.

## Transaction processing and unit prices

We calculate unit prices each NSW business day. If your complete investment or withdrawal request is received by the relevant cut-off time, you will receive the next determined unit price.

The next determined unit price for any NSW business day is calculated at the close of trading of all markets on that day. Therefore, the next determined unit price is not known until the following business day. It is important to consider this when making your transaction request.

**Note:** If you ask for a unit price or investment valuation, we can provide a historical unit price or investment valuation only.

## How are unit prices calculated?

When you invest, you are allocated a number of units in each fund you have selected. Each of these units represents an equal part of the market value of the portfolio of investments that the fund holds. As a result, each unit has a dollar value, or 'unit price'.

The unit price is calculated by taking the total market value of all of a fund's assets on a particular day, adjusting for any liabilities and then dividing the net fund value by the total number of units held by all investors on that day. Although your unit balance in the fund will stay constant (unless there is a transaction on your account), the unit price will change according to changes in the market value of the investment portfolio or the total number of units issued for the fund. We determine the market value of the fund based on the information we have most recently available.

We may exercise certain discretions that could affect the unit price of units on application or withdrawal in a fund. The types of discretions that we may exercise, in what circumstances, our policies on how we exercise the discretions and the reasons why we consider our policies are reasonable, are set out in our Unit Pricing Permitted Discretions Policy. If we exercise a discretion in a way that departs from the policies set out in our Unit Pricing Permitted Discretions Policy, we are required to keep a record of this in a Register of Exceptions. You can obtain a copy of our Unit Pricing Permitted Discretions Policy or Register of Exceptions, or both, free of charge, by calling us on 13 13 36.

## What is the difference between entry and exit unit prices?

There may be a difference between the entry and exit unit price for a fund, quoted on any business day. This difference relates to the fund's buy/sell spread.

So existing investors do not continually bear the transaction costs resulting from new investments or withdrawals that you make, all investors pay a set, average amount (a buy/sell spread) when they transact. This is calculated according to the particular types of investments a fund holds. Not all new investments or withdrawals cause transaction costs to be incurred by the fund, for example where an investment does not incur any significant costs, or when a new investment coincides with a withdrawal by someone else. However, to be consistent, we generally apply buy/sell spreads to all new investments and withdrawals from a fund. Refer to the 'Fees and costs summary' for the buy/sell spreads that apply to each fund.

## Unit pricing adjustment policy

There are a number of factors used to calculate unit prices. The key factors include asset valuations, liabilities, debtors, the number of units on issue and, where relevant, transaction costs. When the factors used to calculate the unit price are incorrect, an adjustment to the unit price may be required. We generally use a variance of 0.30% in the unit price before correcting the unit price.

<sup>1</sup> We reserve the right to delay a transaction where there may be a concern over its legitimacy or for the security of our investors. If a transaction is delayed, you will receive the unit price that applies on the day your request is processed.

If a unit pricing error is greater than or equal to this variance, we will:

- compensate your account balance if you have transacted on the incorrect unit price or make other adjustments as we may consider appropriate, or
- where your account is closed, we will send you a payment if the amount of the adjustment is more than \$20.

These tolerance levels are consistent with regulatory practice guidelines and industry standards. In some cases we may compensate where the unit pricing error is less than the tolerance levels.

## Accessing information on your account

### Up-to-date information on your investment is easily accessible

After you invest, we will ensure that you are kept informed about your investment by sending you the following information.<sup>2</sup>

#### When you transact on your account

A confirmation for each investment, switch or withdrawal (excluding regular investments).

#### Yearly

A statement showing your transactions and the value of your investment at the end of June each year.

#### Yearly

A tax statement (if applicable) providing information to assist you in preparing your tax return.

#### Periodically

Educational and promotional material may be sent from time to time which provides you with information on general investing and our products (you can elect not to receive this material by changing your communication preferences in FirstNet or by writing to us).

## Annual reports

An annual report detailing the financial position and performance of the funds over the last financial year will be made available on [cfs.com.au/about-us.html#/annual-reports](https://cfs.com.au/about-us.html#/annual-reports), by 30 September each year.

If you would prefer to have a copy emailed or mailed to you, please contact us.

## Where can you obtain the latest information about the funds?

It is important that you keep up-to-date with the latest information on the funds.

Information on the funds, their performance and historical unit prices can be obtained by:

- visiting [cfs.com.au](https://cfs.com.au)
- phoning Investor Services on 13 13 36 for the cost of a local call within Australia.

A paper or electronic copy of the most recent information will be sent to you free of charge on request.

## How do you access information on your investment?

To find out current information and/or manage your investment, you can:

- **Use FirstNet Investor to access your investment easily – online at [cfs.com.au](https://cfs.com.au)**

A Member ID (OIN) and password for access to FirstNet will be sent to you shortly after your investment is received (you can elect not to receive this on the application form).

FirstNet Investor is our secure internet service which provides you with personalised information about your investments, as well as the ability to make changes to your account and transact online.

With FirstNet Investor, you can:

- access your account balance and transaction history
- update some of your personal details
- change your password
- view tax and distribution information (if applicable).

Call Investor Services and request a copy of 'Access your account anytime – 24/7'.

- **Call Investor Services on 13 13 36**

You can speak to an Investor Services representative Monday to Friday – for our contact centre operating hours, refer to [cfs.com.au/about-us/contact-us/contact-details.html](https://cfs.com.au/about-us/contact-us/contact-details.html)

- **Email us at [contactus@cfs.com.au](mailto:contactus@cfs.com.au)**

<sup>2</sup> From time to time we may still need to send you letters in the post. You can vary your nominated email address or change your communication preferences, at any time, either via FirstNet, by writing to us or by contacting Investor Services on 13 13 36.

## How to access information on your investment

	FirstNet <sup>1</sup> cfs.com.au	Investor Services 13 13 36	Email contactus@cfs.com.au
<b>General enquiries</b>			
Product information	•	•	•
Performance figures	•	•	•
Unit prices	•	•	•
Annual (financial) reports	•	•	•
<b>Account enquiries</b>			
Portfolio information	•	•	
Details of account facilities	•	•	
Transaction history (including recent transactions and statements)	•	•	

<sup>1</sup> To enquire and transact, you will need to be registered and log in using your Member ID (OIN) and password. Transaction access is automatically given to investors (unless you elect not to receive this on the application form). You will be required to provide us with an Australian financial institution account to enable the transaction facility.

## Receiving income

Any income that you receive from your investment will be in the form of distributions. Your distribution may include income such as interest, dividends and realised capital gains.

Distributions are based on the number of units you hold in a particular fund, in proportion to the number of units held by all unitholders, at the distribution date. You must hold units on the day prior to any distributions being paid in order to be eligible for a distribution. Distributions are not pro-rated for investors who were not unitholders for the whole period. The type of income you receive depends on the asset classes in which each fund invests.

The funds usually distribute income half-yearly (December and June).

We normally pay distributions within 14 days of the calculation date. The distribution calculation dates are available on [cfs.com.au/personal/products/investments/distribution-amounts.html](https://cfs.com.au/personal/products/investments/distribution-amounts.html) or by calling Investor Services on 13 13 36. In some circumstances, we may vary the distribution timing and frequency without notice to investors (for example, to take into account days that fall on a public holiday). While the funds aim to distribute at the frequency stated above, from time to time, individual funds may not have enough income to distribute each period.

## What are your distribution choices?

You can choose to have your distributions:

- automatically reinvested, with no transaction costs payable. The additional units are purchased using the net asset value per unit applicable immediately after the distribution, or
- directly credited to your Australian financial institution account.

You may nominate your choice on your application form. If you do not make a choice, then your distributions will be automatically reinvested. If the bank account details you have supplied for your distributions are invalid, then after making reasonable attempts to contact you, we will reinvest the distributions back into your existing funds within 28 days.

In extraordinary circumstances, where a fund is suspended, restricted, or unavailable, we may not permit some or all of the income distributions to be reinvested.

## What happens if you invest just before a distribution?

**Please note** that the unit price of a fund will fall by the amount of any distribution immediately after the distribution is paid.

If you or your platform operator invest just prior to a distribution, then that distribution effectively represents a return of your investment.

Depending on your circumstances, this may have certain taxation implications and we recommend that you speak with a financial adviser or tax adviser to determine the impact of the distribution on your investment. Distribution dates should be checked prior to transacting on your account.



# Other information you need to know

## What is a Constitution?

Each fund is governed by a Constitution. Together with the *Corporations Act* and some other laws, the Constitution sets out the conditions under which a fund operates and the rights, responsibilities, powers, discretions and duties of the responsible entity and investors. The Constitution deals with a number of issues including:

- your rights as a holder of units
- the method of dealing with complaints about the fund
- fund termination
- our broad powers to invest, borrow, receive fees and other payments and generally manage the fund.

The Constitution states that your liability is limited to the amount you paid for your units, but the courts are yet to determine the effectiveness of provisions of this kind. It gives us a number of rights, including a number of discretions relating to unit pricing and fund termination. You can obtain a copy of the Constitution and Unit Pricing Permitted Discretions Policy, free of charge, by calling us on 13 13 36.

We may alter the Constitution if we, as the responsible entity, reasonably consider the amendments will not adversely affect investors' rights. Otherwise, we must obtain investors' approval at a meeting of investors.

We may retire or be required to retire as the responsible entity (if investors vote for our removal).

Your rights to requisition, attend and vote at meetings are mainly contained in the *Corporations Act*.

## Custody

A professional custodian generally holds the assets of each fund. The custodian is appointed by CFSIL and is responsible only to us.

The custodian may be changed from time to time, and we may change the custodian where we are satisfied that the proposed new custodian meets all regulatory requirements.

You will not be notified of a change in custodian. If the custodian is another company in CFSIL and other CFS entities, then we would have to:

- satisfy ASIC that we are able to separate each fund's assets from our own, and
- satisfy ourselves that holding each fund's assets in this way would be cost-effective for investors.

If you would like details of our custodian, contact us if you are a direct investor, or your platform operator if you are an indirect investor.

## Anti-Money Laundering and Counter-Terrorism Financing laws and Sanctions laws

We are required to comply with these laws, including the need to establish your identity (and, if relevant, the identity of other persons associated with your account) and accordingly hold such information.

Instructions for completing the identification process are included with the application forms in this PDS.

Additionally, from time to time, we may require additional information to assist with this process and keep a record. We may be required to report information about you to the relevant authorities.

We may not be able to tell you when this occurs. We may not be able to transact with you or other persons. This may include delaying, blocking, freezing or refusing to process a transaction or ceasing to provide you with a product or service. Refer to the Terms and conditions. This may impact on your investment and could result in a loss of income and principal invested.

## Eligibility of foreign investors

The offer made in this PDS:

- does not constitute an offer in any other country or jurisdiction including the European Union
- may, at the discretion of CFSIL, be made in New Zealand at a later date during the term of this PDS. If CFSIL elects to make the offer in New Zealand, it will be available only to persons who have received the relevant offer document in New Zealand and have completed the application form attached to that relevant offer document to make their initial investment. The offer will only be made in accordance with the terms of the trans-Tasman mutual recognition scheme which allows CFSIL to make the offer in New Zealand
- cannot be offered or sold within the US, or sold to, or for the account or benefit of, 'US Persons' (as defined in Regulation S of the *US Securities Act 1933*) in the United States
- cannot be offered or sold to European Union citizens residing in the European Union
- is not available to a Sovereign entity, or part of a Sovereign entity group, or a superannuation fund for foreign residents, as defined in the *Income Tax Assessment Act 1997* (Cth).

## Is there a cooling-off period?

A 14-day 'cooling-off period' will apply to your initial investment in the funds in certain circumstances. If, during the 14-day cooling-off period, you decide that the investment does not meet your needs, then simply advise us, or if you are an indirect investor your platform operator, in writing.

The 14 days start when your transaction confirmation is received by you or if you are an indirect investor, your platform operator, or five days after your units are issued, whichever is earlier.

We will refund your investment, reduced or increased for market movements (and, where relevant, once we have established your identity). We will also deduct any tax or duty incurred and an amount for reasonable transaction and administration costs we incur in relation to your investment in a fund, including determining your application.

As a result, the amount returned to you may be less than your original investment.

**Note:** The cooling-off period will lapse if you transact on your account within 14 days. Under normal circumstances we will return your investment within seven working days of you, or the platform operator, notifying us (and, where relevant, once we have established your identity). For more information, please call Investor Services on 13 13 36.

## What to do if you have a complaint

If you are investing via a platform, direct complaints to the platform operator who will facilitate dispute resolution on your behalf.

### Talk to us

We recognise that even in the best run organisations things can go wrong. If you have a complaint, please tell us so we can fix the problem. We aim to resolve complaints promptly and we will do all we can to resolve the situation for you.

In resolving your complaint, we will:

- acknowledge your complaint and make sure we understand the issues
- record your complaint and investigate the matters raised
- do everything we can to fix any problems
- keep you informed of our progress
- give you our name, a reference number and contact details so that you can follow up at any time and
- provide a written resolution letter (for complaints not resolved within five business days), which explains our investigation, decision and reasons for our decision.

We will make every effort to resolve your query as quickly as possible, but no later than 30 days.

Occasionally, there may be delays in responding to your complaint, due to the complexity of the resolution or due to circumstances outside of our control. If this occurs we will let you know about the delay, the reason for the delay and your options, including your right to complain to the external dispute body.

To lodge a complaint, you can contact us by:

Phone	13 13 36 Monday to Friday – for our contact centre operating hours, refer to <a href="https://cfs.com.au/about-us/contact-us/contact-details.html">cfs.com.au/about-us/contact-us/contact-details.html</a>
Email	<a href="mailto:membercare@cfs.com.au">membercare@cfs.com.au</a>
Website	Submit a feedback form ( <a href="https://cfs.com.au/feedback">cfs.com.au/feedback</a> )
Mail	CFS Complaints Resolution Reply Paid 27 Sydney NSW 2001

## External dispute resolution

If at any time you are not satisfied with the handling of your complaint or the resolution we have provided, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

You can contact AFCA by:

Website	<a href="https://www.afca.org.au">www.afca.org.au</a>
Email	<a href="mailto:info@afca.org.au">info@afca.org.au</a>
Phone	1800 931 678 (free call)
Mail	Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Time limits may apply to complain to AFCA so you should act promptly or otherwise consult the AFCA website to find out if or when the time limit relevant to your circumstances expires.

## Privacy information

### For indirect investors

We do not normally receive any personal information about you when you invest in the fund via a platform product.

For details on the collection, storage and use of your personal information, contact your platform operator. If we do receive any of your personal information we will deal with it in accordance with our Privacy Policy outlined below.

### For direct investors

#### How is your personal information dealt with?

The privacy of your personal information is important to us. Privacy laws apply to our handling of personal information, and we will collect, use, disclose and hold personal information in accordance with our privacy policy and as required by applicable laws. The CFS Privacy Policy is available at [cfs.com.au/privacy](https://cfs.com.au/privacy)

#### Collecting information

‘Customer information’ is information about a customer. It includes personal information such as name, age, gender and contact details, and may include your health and financial information.

#### How we collect it

We collect and verify customer information in accordance with our Privacy Policy.

The law may require us to identify our customers. We do this by collecting and verifying information about you. We may also collect and verify information about persons who act on your behalf. Collecting and verifying information helps to protect against identity theft, money laundering and other illegal activities. We may disclose your customer information in carrying out verification, e.g. we may refer to public records to verify information and documentation, or we may verify with an employer that the information you have given us is accurate.

#### What we collect

Depending on whether you are an individual or an organisation, the information we collect will vary. For instance, if you are an individual, the type of information we may collect and verify includes your full name, date of birth and residential address. If you are commonly known by two or more different names, you must give us full details of your other name or names.

## Accuracy

You must provide us with accurate and complete information. If you do not, you may be in breach of the law and also we may not be able to provide you with products and services that best suit your needs.

## How do we use your personal information?

We collect, use and exchange your personal information so that we can:

- establish your identity and assess applications for our products and services
- price and design our products and services
- administer our products and services
- manage our relationship with you
- manage our risks and help identify and investigate illegal activity, such as fraud
- contact you, for example, if we need to tell you something important
- conduct and improve our businesses and improve the customer experience
- comply with our legal obligations and assist government and law enforcement agencies or domestic and foreign regulators, or
- identify and tell you about other products or services that we think may be of interest to you.

We may provide your information to the investment manager of each fund to improve the products and services provided to you in accordance with our Privacy Policy.

We may also collect, use and exchange your information in other ways where permitted by law.

## Electronic communication

If we have your email or mobile phone details, we may contact you electronically, including by SMS. You may also receive information on CFSIL's products and services electronically.

## Direct marketing

If you don't want to receive direct marketing from us, you can tell us by calling Investor Services on 13 13 36 or sending an email to [contactus@cfs.com.au](mailto:contactus@cfs.com.au)

## Gathering and combining data to get insights

Improvements in technology enable organisations, like us, to collect and use information to get a more integrated view of customers and provide better products and services.

CFS entities may combine customer information they have with information available from a wide variety of external sources (for example, census or Australian Bureau of Statistics data). CFS entities can analyse the data to gain useful insights as per our Privacy Policy.

In addition, CFS entities may provide data insights or related reports to others; for example, to help them understand their customers better. These are based on aggregated information and do not contain any information that identifies you.

## Protecting your personal information

We comply with the Australian Privacy Principles as incorporated into the Privacy Act 1988 (Cth).

The Privacy Act protects your personal information which includes sensitive information, such as health information. When we need to obtain this type of information, we will ask for your consent at the time of collection, except where otherwise permitted by law.

## Who do we exchange your personal information with?

We may exchange your personal information with other CFS entities, so that they may adopt an integrated approach to its customers.

CFS entities may use this information for a purpose mentioned under the 'How do we use your personal information?' section.

## Third parties

We may exchange your information with third parties where this is permitted by law or for any of the purposes mentioned under the 'How do we use your personal information?' section.

These third parties include:

- service providers or those to whom we outsource certain functions; for example, direct marketing, statement production and information technology support
- your employer
- brokers and agents who refer your business to us
- any person acting on your behalf, including your financial adviser, solicitor, accountant, executor, administrator, trustee, guardian or attorney
- the insurer, to enable it to assess your insurance application and to provide and administer cover
- medical practitioners (to verify or clarify, if necessary, any health information you may provide)
- claims-related providers, such as assessors and investigators, who help us with claims
- auditors
- government and law enforcement agencies or domestic and foreign regulators, or
- entities established to help identify illegal activities and prevent fraud.

In all circumstances where we may disclose your information to our contractors and outsourced service providers, confidentiality arrangements apply.

If you request us not to share your information with one of our third-party suppliers, this may result in us not being able to provide you with a product or service.

We may be required to disclose customer information by law, e.g. under Court Orders or Statutory Notices pursuant to taxation or social security laws or under laws relating to sanctions, money laundering or terrorism financing.

## Sending information overseas

We may send your personal information overseas, including to service providers or other third parties who operate or hold data outside Australia. Where we do this, we make sure that appropriate data handling and security arrangements are in place. Refer to our Privacy Policy for more information regarding overseas data sharing and access.

We may also send information overseas to complete a particular transaction or where this is required by laws and regulations of Australia or another country.

## Additional obligations

CFSIL and other CFS entities may be subject to laws or regulations in Australia or another country that affect your relationship with CFSIL (e.g. laws that address tax evasion). So that we may comply with our obligations under these laws or regulations, we may:

- require you to provide information about you or your product
- if required to do so, withhold an amount from a payment to you, and if we do, we will not reimburse you for the amount withheld, and/or
- take such other action as is reasonably required, including, for example, closing your account.

## Viewing your information

You can (subject to permitted exceptions) request access to your personal information by contacting Investor Services on 13 13 36.

We may charge you for providing access. For more information about our privacy and information handling practices, refer to the CFS Privacy Policy at [cfs.com.au/privacy](https://cfs.com.au/privacy)

Where you hold an account with one or more individuals, we will allow each individual access to their own personal information and to the joint information of the account, such as account balances and transaction details, but not to personal information of the other individual(s).

## Making a privacy complaint

If you have a concern about your privacy, you have a right to make a complaint, and we'll do everything we can to put matters right. For further information on how to make a complaint and how we deal with your complaint, refer to the 'What to do if you have a complaint' section.

## Can you appoint an agent?

Direct investors are entitled to appoint an agent to act on their behalf. This person could be your financial adviser, solicitor, or someone else that you trust to act on your behalf. We will only accept your appointment of an agent if, among other things, we have successfully established the identity of this agent. To do this you will need to complete an appointment of agent form.

If you have more than one agent or signatory and you are a non-individual investor (e.g. a company, trust or other entity type), you can appoint a verifying officer to identify your agents or signatories. To appoint a verifying officer, you will need to complete the verifying officer form. Copies of these forms can be obtained from our website or by calling 13 13 36.

**Note** that by appointing an agent to act on your behalf, you are giving that person full authority over your account.

## What are our reporting requirements?

If any fund is a disclosing entity under the *Corporations Act*, the fund is subject to regular reporting and continuous disclosure obligations. Copies of documents we lodge with ASIC to fulfil these obligations may be obtained from, or inspected at, an ASIC office.

You also have a right to request a copy of certain documents from us when they become available, and we must send you a copy (free of charge) as soon as

practicable and in any event within five days. Your request will be fulfilled in the way you choose – by email or post, or you can collect it from our offices. The documents are:

- the annual financial report for the fund most recently lodged with ASIC
- any half-year financial report lodged with ASIC and any continuous disclosure notice given for the fund after the lodgement of the annual financial report for the fund and before the date of this document.

## Managing conflicts of interest

CBA holds an interest in CFS through its significant minority interest in HoldCo.

All related party transactions are conducted on arm's length terms. Accordingly, CFSIL believes that related parties are receiving reasonable remuneration. Any conflict of interest or potential conflict of interest is managed in accordance with CFS's Conflicts Management Policy. CFSIL is the responsible entity, Operator, administrator and custodian of IDPS products and administrator and custodian of superannuation and pension products, and makes its investment decisions in accordance with its systems and processes separately from other CFS entities and CBA. The available investments may include securities or other financial products issued by other CFS entities or CBA. As a result, their activities may have an effect on the investments. Other CFS entities may have investments in CFS and may derive associated benefits/returns on those investments.

CFSIL makes no representation as to the future performance of any underlying investments held in the funds offered in this PDS, including those issued by other CFS entities or CBA. CFSIL, other CFS entities, members of CBA and their directors and employees may hold, buy or sell shares or other financial products included in the funds in this PDS. They may have business relationships (including joint ventures) with related parties or any of the entities named in this PDS. In addition, they may from time to time advise CFSIL in relation to activities unconnected with the funds offered in this PDS. Such relationships and advisory roles may include acting as general financial adviser in respect of, without limitation, corporate advice, financing, funds management, property and other services. The directors and employees of CFSIL, other CFS entities and members of CBA may hold directorships in the companies named in this PDS. Any confidential information they receive as a result of the business relationships, advisory roles and directorships discussed above will not be made available to CFSIL.

## Terms and conditions

These terms and conditions apply when you open an account with us and when you instruct us by phone, or electronically or when you access FirstNet. It is important that you read them carefully before you provide us with instructions so that you know what will apply to your transactions.

## Limitation of liability

- All other representations and warranties relating to these services are excluded except for any term that is implied by law, which is taken to be included in these terms and conditions. To the extent permitted by law, our liability for breach of that term is limited to resupplying the service or paying the reasonable cost

of having the service provided again. However, our liability may be greater where we are negligent or fraudulent, but this liability may be reduced to the extent that you caused or contributed to the loss.

- Subject to the paragraph above, to the extent permitted by law, we are not liable in any way for any losses that you suffer through using or supplying information electronically, by phone or FirstNet.
- You acknowledge and agree that we will not be liable to you for any loss you suffer (including consequential loss) caused by an inability to transact with you or other persons including where we comply with any law or legislation or choose to exercise a discretion available to us, including in circumstances where we reasonably believe that you are a Proscribed Person. 'Inability to transact' may include delaying, blocking, freezing or refusing to process a transaction or ceasing to provide you with a product or service. A 'Proscribed Person' means any person or entity who CFSIL reasonably believes to be (i) in breach of the laws of any jurisdiction prohibiting money laundering or terrorism financing, or (ii) on a list of persons with whom dealings are proscribed by Australian laws or the laws of another recognised jurisdiction. A 'Proscribed Person' includes any person or entity who CFSIL reasonably believes to act on behalf, or for the benefit of, a person or entity referred to in (i) and/or (ii).
- You agree to use these services only in accordance with these terms and conditions and your other legal obligations. We are not liable for, and you release and indemnify us against, any liabilities, claims, losses or costs arising from our acting in accordance with any communication that we receive by phone, or electronically about your account or investments with us or arising from the use of FirstNet by you or any person using your Member ID (OIN) and password.

## Use of telephone and electronic communications

### Security of phone and electronic requests

- We have procedures in place to reduce the risk of fraud, but we cannot guarantee that someone trying to impersonate you will not contact us about your account and change your details or make a withdrawal. We may dispute liability for any losses which happen because we have acted on phone instructions that you have not authorised but which appear to be authorised by you.
- All our customers are automatically given access to communicate with us by phone and electronically. You need to tell us if you do not want us to accept any future instructions over the phone or electronically by sending us an original signed request.
- We will block access to your account for phone and electronic instructions by the second business day after we receive that request. Until this happens, these terms and conditions for phone and electronic communications will still apply to your account.
- If you are a joint account holder, any of the joint account holders may give us instructions about the account.

- If the account holder is a company, any director of the company may give us instructions about the account, provided we have previously been notified in writing of the lists of directors.

### Information received by phone or electronically

- If the details that we receive over the phone or electronically do not match the details that we have previously received for the account, then we will not proceed with the request.
- We also will not process a request if the instructions we receive are incomplete or illegible or appear to contain errors. This is to ensure that the transaction we perform is exactly what you were requesting.
- We can change or cancel these terms for phone and electronic communications at any time as long as we give you 14 days written notice.
- Apart from these terms and conditions, we may have other requirements for receiving instructions from time to time. You will be notified if this affects you or your request.
- If you do not accept changes to these terms, you may permanently stop instructing us by phone or electronically without fee or charge by providing us with an original signed request, as outlined under the heading 'Security of phone and electronic requests'.

## Use of FirstNet

### Member ID (OIN) and password

- You must keep your Member ID (OIN) and password secret. You should not disclose them to anyone or record them in a way which could affect their confidentiality.
- If you give someone else permission to use your Member ID (OIN) and password, you are responsible for any transactions they perform or changes they make to your account information, or anything that happens because you gave them that permission.
- Anyone can access FirstNet if they have a valid Member ID (OIN) and password. This means that if someone else has your Member ID (OIN) and password, they can access your account information and make transactions, even if you have not authorised them to use your Member ID (OIN) and password. We are not responsible to you and will not pay for any losses that may happen because we acted on any instructions received through FirstNet which used your Member ID (OIN) and password, whether or not these instructions were authorised by you.
- You must tell us immediately if you think that someone has accessed your account without your permission or if you think that someone else may know your Member ID (OIN) and password. We will stop access to the account and issue a new password.

### Access to FirstNet

- You can tell us if you want to permanently stop using FirstNet by sending us an original signed request. We will block FirstNet access to your account on the second business day after we receive that request. Until this happens, these terms and conditions will still apply to your account.

- We will do our best to maintain the operation of this service in accordance with the information you have received about it. However, we may suspend or restrict your access to the service at any time including, but not limited to, in circumstances where we have reasonable certainty of unauthorised transactions or fraud.
- We do not guarantee or warrant that the use of FirstNet will be uninterrupted or error free. We also do not warrant that it is suitable for any particular purpose or has any performance, functionality or security features, except what we are legally obliged to provide.
- We will take all reasonable steps to make sure that the information that you access through FirstNet is up-to-date and correct.
- When you are joint account holders, and one of you registers for FirstNet transaction access, both of you are taken to have agreed to any transactions on your account through FirstNet.

### Transacting on FirstNet

- ‘Transaction access’ means the ability to review, modify or update your contact details and accounts online; apply for, withdraw and switch units between funds or options and set up automatic facilities or features.
- You agree to use this service in accordance with these terms and conditions.
- We will only act on transaction requests that are complete and received in full, are legible and do not appear to contain any error.
- For FirstNet, a transaction reference onscreen is evidence that the communication has been completed.
- We are not liable for any losses or delays that occur because we did not receive an instruction.
- If there are any government fees and charges incurred by us in relation to your use of FirstNet, we can debit these from your account.
- You must only use FirstNet to obtain information that you are properly authorised to access and you must use this information only for lawful purposes.
- We can change these terms and conditions at any time by placing the changes on our website. When making any changes, we will act reasonably and, so far as possible, in accordance with prevailing market conditions and regulatory requirements for accounts of this type at that time. We may ask you to read and accept any amended terms and conditions so you can keep using FirstNet, but, unless otherwise required by law, once we have placed them on the website, they are binding on you, even if you have not read them. If you do not accept these changes, you may permanently stop using FirstNet without fee or charge by providing us with an original signed request, as outlined under the heading ‘Access to FirstNet’.

We recommend that you check these terms and conditions on a regular basis. These terms and conditions include any instructions for using these services provided to you or placed on our website from time to time.

## Can we vary these terms and conditions?

### A Changes we can make

We may from time to time:

- add fees or charges within the limits prescribed by the fund Constitution
- remove fees or charges
- change the amount of any fee or charge within the limits prescribed by the fund Constitution
- vary the distribution timing and frequency
- vary or cancel the terms for use of phone or electronic communications and for transacting on FirstNet, and
- vary or cancel your direct debit arrangement.

Each of the changes in paragraphs (a) to (f) is a separate right and this clause **A** is to be read as if such change was a separately expressed right.

### B Changes to terms and conditions

We may from time to time change any of the terms and conditions to:

- change the frequency with which fees are debited
- add new concessions or benefits
- change or remove any concessions or benefits
- adopt or implement any legal requirement, decision, recommendation, regulatory guidance or standard of any court, tribunal, ombudsman service or regulator
- accommodate changes in the needs or requirements of our customers, such as new product features or services
- correct errors, inconsistencies, inadvertent omissions, inaccuracies or ambiguities
- in the event that any part of the terms and conditions contained or referred to in the PDS are found to be void or unenforceable, achieve (as far as possible) the intention of the original provision without it being void or unenforceable
- bring us into line with our competitors, industry or market practice or best practice in Australia or overseas, or
- reflect changes in technology or our processes including our computer systems.

Each of the changes in paragraphs (a) to (i) is a separate right and this clause **B** is to be read as if such change was a separately expressed right.

**C** Without limiting our rights under clauses A and/or B, we may from time to time change any of the terms and conditions contained or referred to in the PDS.

### How will we notify you of changes to your account features and terms and conditions?

The responsible entity may change any of the terms and conditions contained or referred to in the PDS and, where a change is material, the responsible entity will notify you in writing within the timeframes provided for in the relevant legislation.

### Not happy with the change?

Unless the fund is suspended, restricted or unavailable, you can withdraw from the fund in accordance with our normal processes if we make a change which you do not like.

## Direct Debit Request Service Agreement

This is your Direct Debit Service Agreement with Colonial First State Investments Limited, User ID 011802 & 619909, ABN 98 002 348 352 (the Debit User). It explains what your obligations are when undertaking a Direct Debit arrangement with us. It also details what our obligations are to you as your Direct Debit provider. Keep this agreement for future reference. It forms part of the terms and conditions of your Direct Debit Request (DDR) and should be read in conjunction with your DDR authorisation.

### Our commitment to you

- We will send you regular transaction statements in addition to the initial confirmation of your drawings.
- Where the due date for a drawing falls on a non-business day, we will draw the amount on the next business day. If you are unsure about which day your account has or will be debited you should ask your financial institution.
- We may vary any details of this agreement or a Direct Debit Request at any time by giving you at least fourteen (14) days written notice sent to the preferred email or address you have given us. If you are unhappy with any changes we make, you may cancel your direct debit arrangement without fee or charge by providing us with written notice as outlined under the heading 'Your rights'.
- We may terminate your direct debit arrangement if drawings are returned unpaid, or if debit is unsuccessful three times in any 12-month period.
- We may disclose your direct debit and related account details at the request of your financial institution in connection with a claim made for an alleged incorrect or wrongful debit, or to the extent specifically required by law. Otherwise, we will keep all information provided by you, and details of your nominated account at the financial institution, private and confidential.
- We will investigate and deal promptly with any queries, claims or complaints regarding debits, providing a response within 21 business days.

### Your commitment to us

- It is your responsibility to check with your financial institution whether direct debiting is available from your account as direct debiting is not available through Bulk Electronic Clearing System (BECS) on all accounts offered by financial institutions.
- It is your responsibility to ensure that the authorisation on the direct debit request is identical to the account signing instruction held by the financial institution of the nominated account.
- It is your responsibility to ensure at all times that sufficient funds are available in the nominated account to meet a drawing on the due date for payment.
- It is your responsibility to advise us if the account nominated by you to receive the drawings is altered, transferred or closed.
- It is your responsibility to arrange with us a suitable alternative payment method if the drawing arrangements are stopped either by you or by the nominated financial institution.

- It is your responsibility to meet any charges resulting from the use of the direct debit system. This may include fees charged by us as a result of drawings returned unpaid, such fees being equal to actual costs we incur.

### Your rights

- You may request to defer or alter the agreed drawing schedule by giving written notice to us or by calling Investor Services on 13 13 36. Such notice should be received by us at least five business days prior to the due date for the next drawing.
- You may cancel the direct debit arrangement at any time by giving written notice to us or by calling Investor Services on 13 13 36. Such notice should be received by us at least five business days prior to the due date for the next drawing. Your nominated financial institution may also accept a request to cancel your direct debit arrangement with us.
- All transaction disputes, queries and claims should be raised directly with us. We will provide a verbal or written response within 21 business days from the date of the notice. If the claim/dispute is successful, we will reimburse you by way of cheque or electronic credit to your nominated account. Alternatively, you can contact your financial institution for assistance.

Please phone Investor Services on 13 13 36 with any enquiries or email [contactus@cfs.com.au](mailto:contactus@cfs.com.au).

# Application form checklist

Indirect investors should contact their IDPS operator to find out what forms they need to complete to invest in the funds.

Direct investors should send their completed application form to:

Colonial First State, Reply Paid 27, Sydney NSW 2001

Application form (refer to page A3)

To ensure that we are able to process your application quickly and efficiently, please check that you have completed the following steps:

Step 1 – Part A	Your details – Complete sections 1–8
Account details	Nominate to open a new account or invest additional funds in an existing account.
Investor details	Provide your full name, date of birth, occupation, industry and Tax File Number (TFN) or exemption (refer to alternate codes in bold below):  <b>E</b> Exemption – please write the full name of the benefit that you receive (e.g. ‘Age Pension’) <b>N</b> Non-resident – please write the full name of your country of residence <b>O</b> Not for profit organisations – who are not required to lodge a TFN <b>D</b> No TFN or do not wish to quote a TFN – please refer to page 21 for further information
Contact details	Provide your contact details, including residential address.
Tax details	Please complete this section if you are a resident, or tax resident, of a country other than Australia.
Online services	You are automatically provided with access to online services. <b>Do not</b> cross the box if you want online access.
Bank account details	Provide your bank account details (if applicable)
Income distribution	Nominate your distribution payment instructions
Step 2 – Part B	Your investment – Complete sections 9–10
Payment details	Indicate your method of payment. If investing by direct debit, please complete your bank details in section 7.
Investment allocation	Complete your investment allocation details including the percentage to be attributed to each fund
Step 3 – Parts C & D	Other information and declaration – Complete sections 11–12
Adviser service fee	You only need to complete this section if you have agreed with your financial adviser to have an ongoing and/or one-off adviser service fee deducted from your investment.
Declaration and signature	Sign the declaration. If you are signing under a Power of Attorney, please comply with the following: <ul style="list-style-type: none"> <li>attach a certified copy of the Power of Attorney document</li> <li><b>each page</b> of the Power of Attorney document must be certified by a Justice of the Peace, Notary Public or Solicitor</li> <li>should the Power of Attorney document NOT contain a sample of the Attorney’s signature, please also supply a certified copy of the identification documents for the Attorney, containing a sample of their signature, e.g. driver’s licence, passport, etc</li> <li>the Attorney will also need to complete a Power of Attorney identification form (to enable us to establish the identity of the Attorney) which can be obtained from our forms library at <a href="http://cfs.com.au/forms">cfs.com.au/forms</a> or by phoning Investor Services on 13 13 36.</li> </ul>
Step 4	Identification and verification
For individual/joint accounts (including sole traders)	You or your adviser must also complete the identification and verification form on page A13 so that we can establish your identity or the identity of other people associated with your account.
Australian companies	CFSIL will perform the verification procedure, however, if we cannot access the information to complete the procedure, we may ask you to provide us with further information.
Registered managed investment schemes/regulated trusts (e.g. an SMSF)/Government Superannuation Fund	CFSIL will perform the verification procedure, however, if we cannot access the information to complete the procedure, we may ask you to provide us with further information.  If the Responsible Entity is a foreign company, you or your adviser must also complete the appropriate identification form which can be found in our forms library at <a href="http://cfs.com.au/forms">cfs.com.au/forms</a>
Foreign companies, partnerships, non-regulated trusts and other entity types	You or your adviser must also complete the appropriate identification form which can be found in our forms library at <a href="http://cfs.com.au/forms">cfs.com.au/forms</a> , so that we can establish your identity or the identity of other people associated with your account.
For your agent	If you are appointing an agent, the appointment of agent form (which includes the identification form) must be completed so that we can establish their identity. This form can be found in our forms library at <a href="http://cfs.com.au/forms">cfs.com.au/forms</a>
For verifying officers	If you are appointing a verifying officer (for non-individual investors), then the verifying officer form must be completed so that we can establish their identity. This form can be found in our forms library at <a href="http://cfs.com.au/forms">cfs.com.au/forms</a>



## Additional information on setting up alternative account types

### Joint accounts

If this is a joint application and you have not advised us otherwise, either applicant may operate and transact on the account without the authority of the other applicant.

**Note:** If there is a dispute relating to your account (for example, inconsistent instructions given by the applicants), we reserve the right not to process the transaction until we receive a court order, which advises us on how to deal with your account.

### Accounts on behalf of a minor

We do not accept any investments in the name of a minor (under 18 years of age); however, the investment may be held 'as designation' for the minor. In order to set up an account as designation for a minor, please insert the minor's name in the 'Account designation' field under **section 3**. It is important that you also complete Investor 1 and/or Investor 2 as owner(s) of the account, and provide the TFN(s) of the investor(s) rather than the minor. If you would like to set up accounts for more than one minor, then you will need to complete a new application form for each minor.

### Superannuation fund or trust

Please insert the entity's name under 'Superannuation fund/trust'. We will also require information of the trustees. To supply this trustee information, please complete Investor 1 and/or Investor 2 if trustees are individuals. If the trustee is a company, please complete the 'Company name' field.

# Baillie Gifford Funds – Class A Application Form



18 December 2023

Units in the Baillie Gifford Funds - Class A will only be issued on receipt of this application form and any documents required to be attached, issued together with the PDS dated 18 December 2023. Please phone Colonial First State Investor Services on **13 13 36** with any enquiries.

Please complete this form using **BLACK INK** and print well within the boxes in **CAPITAL LETTERS**. Mark appropriate answer boxes with a cross **[X]**. Start at the left of each answer space and leave a gap between words.

If you are an **individual investor** (including sole trader) go to sections 1, 3, 4, 6, 7, 8, 9, 10, 11 and 12.

If you are an **Australian company** go to sections 1, 2, 4, 5, 6, 7, 8, 9, 10, 11 and 12.

If you are a **Trust** go to sections 1, 2, 4, 5, 6, 7, 8, 9, 10, 11 and 12. You may also need to go to section 3 or 5 as outlined in the instructions below.

All other investors go to sections 1, 2, 4, 5, 6, 7, 8, 9, 10, 11 and 12, as well as the appropriate identification form which can be found in our forms library at [cfs.com.au/forms](http://cfs.com.au/forms)

Fields marked with an asterisk (\*) **must** be completed for the purposes of anti-money laundering laws.

The Target Market Determinations (TMD) for our financial products can be found at [cfs.com.au/tmd](http://cfs.com.au/tmd) and include a description of who the financial product is appropriate for.

## 1 ACCOUNT DETAILS

Type of investment

New  Go to **Section 2 (non-individual investors including all Trusts)** or **Section 3 (individual investors)** and complete sections required

Additional  Please provide account details below and go to **Section 6**

Existing account name

Existing account number

## 2 NON-INDIVIDUAL INVESTORS DETAILS – COMPANY/TRUSTS/PARTNERSHIP/SUPERANNUATION FUND OR OTHER ENTITY

Cross (X) the appropriate box to indicate the type of investor you are:

Self Managed Super Fund  Trust  Company  Partnership

Other, please specify

Full name of company/partnership/trustee/other entity\*

Full name of superannuation fund/trust\*

Primary business/trust activity\*

Are you a charity?\*

Yes  No

Is your entity's primary business activity investing? Select 'Yes' if:

- of the total income the entity earns, more than 50% of this income is from investment activities; for example, rent, interest or dividends, and/or
- of the assets the entity holds, more than 50% of these assets produce or are held for producing investment income

Yes  No

Country established, if not Australia\*

ABN/ARBN/ARSN (if any)

Tax File Number (superannuation fund/trust/company – if applicable)

Postal address

Unit number  Street number  PO Box  Street name

Suburb  State  Postcode  Country

Work phone number

Home phone number

Mobile phone number

## 2 NON-INDIVIDUAL INVESTORS DETAILS – COMPANY/TRUSTS/PARTNERSHIP/SUPERANNUATION FUND OR OTHER ENTITY (CONTINUED)

Email address

Why we ask for your email address and mobile number

- By providing this, you are consenting to receive statements, transaction and other account communications, education, market updates, significant event notices and other important information electronically.
- By providing your mobile number, you are consenting to its use for security validations. This will allow you to access communications such as your statement via email.

You are able to change your contact preferences at any time.

If you are:

- a trust, complete the trusts section below or
- an Australian company, go to section 5.

For all other entity types, complete the appropriate identification form which can be found in our forms library at [cfs.com.au/forms](http://cfs.com.au/forms) and go to section 6.

### TRUSTS

Complete this additional section **only** if you are a Trust.

#### GENERAL INFORMATION

Full name of superannuation fund/trust\*

Full business name (if any)

Country where trust established\*

Type of Trust (select  only one of the following trust types and provide the information requested)

<input type="checkbox"/> <b>Registered managed investment scheme</b>	Provide Australian Registered Scheme Number (ARSN)	<input type="text"/>
<input type="checkbox"/> <b>Regulated trust (e.g. an SMSF)</b>	Provide name of the regulator (e.g. ASIC, APRA, ATO)	<input type="text"/>
	Provide the trust's ABN or registration/licensing details	<input type="text"/>
<input type="checkbox"/> <b>Government superannuation fund</b>	Provide name of the legislation establishing the fund	<input type="text"/>

If the trust is a registered management investment scheme, regulated trust (e.g. an SMSF) or government superannuation fund, you need to provide additional information about only **one** of the trustees, that is:

- where the selected trustee is an individual trustee go to section 3 or
- where the selected trustee is an Australian company trustee go to section 5.

<input type="checkbox"/> <b>Other trust type</b>	Trust description (e.g. family, unit, charitable, estate)	<input type="text"/>
--	---	----------------------

If you have selected 'other trust type' or you are a foreign company trustee you need to complete the appropriate Trust Identification form which can be found in our forms library at [cfs.com.au/forms](http://cfs.com.au/forms) and then go to section 6.

### 3 INDIVIDUAL INVESTOR DETAILS

If you are an investor that is an individual (including a sole trader) or an individual Trustee, please complete this section.

#### INVESTOR 1 (individual accounts)

Mr  Mrs  Miss  Ms  Other

Full given name(s)\*

Surname\*

Date of birth\*

 /  / 

Gender

Male  Female

Occupation\*

Your main country of residence, if not Australia\*

#### INVESTOR 2 (joint accounts)

Mr  Mrs  Miss  Ms  Other

Full given name(s)\*

Surname\*

Date of birth\*

 /  / 

Gender

Male  Female

Occupation\*

Your main country of residence, if not Australia\*

**Note:** You are not obliged to disclose your TFN, but there may be tax consequences. Refer to the PDS for information on the implications of not providing your TFN.

Tax File Number or reason for exemption (refer to page A1)

        or code 

If you are tax resident of another country, please also complete section 4.

Australian or New Zealand residential address (PO Box is NOT acceptable) – Investor 1 (including sole trader)\*

Unit number  Street number

Street name

Suburb

State  Postcode

Country

Email address for investor 1



Tax File Number or reason for exemption (refer to page A1)

        or code 

If you are tax resident of another country, please also complete section 4.

Australian or New Zealand residential address (PO Box is NOT acceptable) – Investor 2 (if applicable and different to Investor 1)\*

Unit number  Street number

Street name

Suburb

State  Postcode

Country

Email address for investor 2 (if applicable)



Postal address (if different to residential address)

Unit number  Street number  PO Box  Street name

Suburb  State  Postcode  Country

Work phone number

Home phone number

Mobile phone number

Why we ask for your email address and mobile number

- By providing this, you are consenting to receive statements, transaction and other account communications, education, market updates, significant event notices and other important information electronically.
- By providing your mobile number, you are consenting to its use for security validations. This will allow you to access communications such as your statement via email.

You are able to change your contact preferences at any time.

### 3 INDIVIDUAL INVESTOR DETAILS (CONTINUED)

SOLE TRADER (complete this additional section only if you are a sole trader)

Full business name of sole trader\*

Full address (PO Box is NOT acceptable) of principal place of business\*

Unit number  Street number  Street name

Suburb  State  Postcode  Country

ABN (if any) of sole trader\*

### ACCOUNT DESIGNATION

Only use to indicate a minor's name for an account designation (refer to page A2)

Please go to section 6.

### 4 TAX DETAILS

If you answered 'Yes' to 'Are you a tax resident of another country?', please complete this section.

If you are a tax resident of a country other than Australia, please provide your Tax Identification Number (TIN) or equivalent below.

If you are a tax resident of two or more countries, please list them below.

A TIN is the number assigned by each country for the purposes of administering tax laws. This is the equivalent of a Tax File Number in Australia. If no TIN is provided, please list one of the codes specified, A, B or C. For US Citizens, we are not able to process an application without a TIN.

#### INVESTOR 1

Are you a tax resident of Australia? Yes  No

Country

TIN  Code

Country

TIN  Code

Country

TIN  Code

#### INVESTOR 2

Are you a tax resident of Australia? Yes  No

Country

TIN  Code

Country

TIN  Code

Country

TIN  Code

If there are more countries, provide details on a separate sheet and cross this box.

If no TIN is listed, write:

**Code A** The country of tax residency does not issue TINs to tax residents

**Code B** The individual has not been issued with a TIN

**Code C** The country of tax residency does not require the TIN to be disclosed.

## 5 AUSTRALIAN COMPANY DETAILS

If you are an Australian company or the Trustee (of a Trust) that is an Australian company, please complete this section. If you are a foreign company or a trustee that is a foreign company, complete the identification form which can be found in our forms library at [cfs.com.au/forms](http://cfs.com.au/forms) and go to section 6.

### 5.1 GENERAL INFORMATION

Full name as registered by ASIC\*

Australian Company Number (ACN)\*

Registered office address (PO Box is NOT acceptable)\*

Unit number	<input type="text"/>	Street number	<input type="text"/>	Street name	<input type="text"/>			
Suburb	<input type="text"/>		State	<input type="text"/>	Postcode	<input type="text"/>	Country	<input type="text"/>

Principal place of business (if any) (PO Box is NOT acceptable)

Unit number	<input type="text"/>	Street number	<input type="text"/>	Street name	<input type="text"/>			
Suburb	<input type="text"/>		State	<input type="text"/>	Postcode	<input type="text"/>	Country	<input type="text"/>

### 5.2 REGULATORY/LISTING DETAILS (select if any of the following categories apply to the company and provide the information requested)

**Regulated company** (A company whose activities are subject to the oversight of a Commonwealth, State or Territory statutory regulator. In this context 'Regulated' means subject to supervision beyond that provided by ASIC as a company registration body) Examples include: Australian Financial Services Licensees (AFSL), Australian Credit Licensees (ACL), or Registrable Superannuation Entity (RSE) Licensees.

Regulator name

Licence details

**Australian listed company**

Name of market/exchange

**Majority-owned subsidiary of an Australian listed company**

Australian listed company name

Name of market/exchange

**None of the above**

### 5.3 COMPANY TYPE (select only one of the following categories)

**Public** (companies whose name does NOT include the word Pty or proprietary; generally listed companies) Go to section 6.

**Proprietary** (companies whose name ends with Proprietary Ltd or Pty Ltd; also known as private companies) Go to sections 5.4 and 5.5 and then go to section 6.

### 5.4 DIRECTORS (only needs to be completed for proprietary companies)

This section does NOT need to be completed for Australian public and listed companies.

How many directors are there?  provide full name of each director

Full given name(s)\*

Surname\*









If there are more directors, provide details on a separate sheet.

## 5 AUSTRALIAN COMPANY DETAILS (CONTINUED)

### 5.5 BENEFICIAL OWNERS (only needs to be completed for proprietary companies)

Provide details of **ALL individuals** who are beneficial owners through one or more shareholdings of more than 25% of the company's issued capital.

#### Beneficial owner 1

Full given name(s)\*

Surname\*

Date of birth\*

 /  / 

Residential address (PO Box is NOT acceptable)\*

Unit number  Street number  Street name

Suburb  State  Postcode  Country

#### Beneficial owner 2

Full given name(s)\*

Surname\*

Date of birth\*

 /  / 

Residential address (PO Box is NOT acceptable)\*

Unit number  Street number  Street name

Suburb  State  Postcode  Country

#### Beneficial owner 3

Full given name(s)\*

Surname\*

Date of birth\*

 /  / 

Residential address (PO Box is NOT acceptable)\*

Unit number  Street number  Street name

Suburb  State  Postcode  Country

## 6 ONLINE SERVICES

Note that you will be automatically granted access to manage your investment over the internet through FirstNet. Online access is provided under the Terms and Conditions which are provided in this PDS or online.

Please cross (X) this box if you **do not** wish to have online access to your investment.

## 7 BANK ACCOUNT DETAILS

You can only nominate a bank account that is held in your name(s). If you wish to nominate a bank account that is held in different name(s), please complete the separate Direct Debit Request form on page A15. By providing your bank account details in this section, you authorise CFSIL to use these details for all future transaction requests that you nominate.

### BANK ACCOUNT 1

Please provide your account details in this section if you have requested us to debit or credit your bank account.

Name of Australian financial institution

Branch name

Branch number (BSB)

-

Account number

Name of account holder

### BANK ACCOUNT 2

Only complete your account details in this section if you would like your regular investment plan debited from a different bank account.

Name of Australian financial institution

Branch name

Branch number (BSB)

-

Account number

Name of account holder

## 8 INCOME DISTRIBUTIONS

A nomination in this section overrides any previous nominations. Distributions will be reinvested unless otherwise stated. Cross (X) one box only.

How would you like your income distributions to be paid?

Reinvested in the fund

Credit to my/our bank account

Make sure you also complete your bank account details in section 7.

## PART B – YOUR INVESTMENT

### 9 PAYMENT DETAILS

How will this investment be made? **NOTE:** Cash is not accepted.

A minimum total investment of \$25,000 is required to establish an account. A \$10,000 minimum initial balance is required if a regular investment plan is set up at commencement of the account. The minimum regular investment plan amount is \$500 per month.

Total amount to be invested \$ ,,. including any internal transfers shown below.

We can only accept funds in Australian dollars.

Direct debit

Make sure you also complete your bank account details in section 7. Please ensure cleared funds are available.

Earliest date funds are to be direct debited //  
(leave blank if we can direct debit when your application is processed)

Internal transfer

Funds coming from a Colonial First State account  
Please attach a redemption request.

**NOTE:** If you're looking to make a B<sub>PAY</sub> or EFT payment, you do not need to complete this form. Details on how to make these payments can be found on [cfs.com.au/paymentoptions](http://cfs.com.au/paymentoptions).



## 10 INVESTMENT ALLOCATION

The minimum initial investment is \$25,000. Your regular investment plan will not commence until an initial investment is received. Please specify the percentage you wish to invest in each fund.

Cross (X) this box if you would like to increase your regular investment plan amount in line with inflation (CPI) each year (or 3%, whichever is the greater).

### Risk measure categories

The table below outlines the different risk measure categories of the investment funds. Please refer to the PDS for more information on risk measure categories.

Risk band	Risk label	Estimated number of negative annual returns over any 20-year period
1	Very low	Less than 0.5
2	Low	0.5 to less than 1
3	Low to medium	1 to less than 2
4	Medium	2 to less than 3
5	Medium to high	3 to less than 4
6	High	4 to less than 6
7	Very high	6 or greater

Fund name	Fund code	Minimum suggested timeframe	Risk band	Initial or additional investments	Regular investment plan (per month)	
					\$	(minimum \$500 per month)
Baillie Gifford Sustainable Growth Fund – Class A	120/365	At least 7 years	7	<input type="text"/> %	<input type="text"/> %	<input type="text"/>
Baillie Gifford Long Term Global Growth Fund – Class A	120/270	At least 7 years	7	<input type="text"/> %	<input type="text"/> %	<input type="text"/>

## PART C – OTHER INFORMATION

### 11 ADVISER SERVICE FEE

Would you like to nominate an adviser service fee?

Yes  No

To add an adviser service fee to your account, please fill out a standalone adviser service fee consent form.

## PART D – DECLARATION

### 12 DECLARATION AND SIGNATURE

#### About your application

You acknowledge that if your application to become a unitholder is accepted, your unitholding will be subject to the terms of the Constitution.

By applying for Baillie Gifford Funds – Class A, you:

- confirm that you have received and read the Baillie Gifford Funds – Class A Product Disclosure Statement
- confirm that you have accepted this offer in Australia
- confirm that you have received the PDS personally or electronically and it was included with or accompanied by this application form
- declare that answers to all questions, declarations and all information supplied by you or on your behalf in relation to this application is true and correct
- declare that you have legal power to invest
- understand that if this is a joint application, each of you agrees that your investment is as joint tenants, unless otherwise indicated on this application or in the relevant investment fund's terms and conditions; this means each of you is able to operate the account and bind the other(s) to any transaction, including investments or withdrawals by any available method
- confirm that if you are investing as trustee on behalf of superannuation fund or trust, you are acting in accordance with your designated powers and authority under the trust deed; in the case of superannuation funds, you also confirm that it is a complying fund under the *Superannuation Industry (Supervision) Act 1993*
- when you give us personal information about another person, you represent that you are authorised to do so and agree to inform that person of the contents of this statement as it relates to them
- confirm that by investing (and remaining invested) with CFSIL, you give your consent to the collection, use and disclosure of personal information as set out in the PDS and the CFS Privacy Policy available at [cfs.com.au/privacy](http://cfs.com.au/privacy)
- declare that you are not in the United States or a 'US Person' (as defined in Regulation S under the *US Securities Act 1933*, as amended) in the United States, nor are you acting for the account or benefit of a US Person
- declare that you are not a European Union citizen residing in the European Union
- declare that you are not a Sovereign entity, or part of a Sovereign entity group, or a superannuation fund for foreign residents, as defined in the *Income Tax Assessment Act 1997*
- agree that you will provide CFSIL with additional information if it is needed for CFSIL to comply with its obligations to foreign or domestic regulators
- investments in the funds are subject to investment and other risks, including possible delays in the repayment and loss of earnings.

**12 DECLARATION AND SIGNATURE (CONTINUES)**

- understand that the investment performance and the repayment of capital of CFSIL products is not guaranteed
- will promptly advise CFSIL if any information supplied changes
- as an individual, certify that you are the named person or you are authorised to provide information on their behalf
- as an individual, are aware that information provided about you and your accounts may be provided to the relevant tax authorities
- as an entity, are authorised by, and have consent of, the entity and any beneficial owners to provide the information
- as an entity, and any beneficial owners are aware that information about them and the account may be provided to the tax authorities.

**About your financial adviser**

- You agree that your adviser will receive the payment of any adviser service fees via the sale of units from your investment, and you consent to CFSIL deducting and paying the adviser service fee to your adviser as specified on a standalone adviser service fee form through their dealer group (licensee).

**Direct Debit Request Authorisation**

- You authorise and request Colonial First State Investments Limited (User ID 011802 & 619909) to arrange for funds to be debited from my/our account at the financial institution identified in section 7 above and as prescribed through the Bulk Electronic Clearing System (BECS)
- You confirm you have read the ‘Direct Debit Request Service Agreement’ provided with this form and agree with its terms and conditions
- You request this arrangement to remain in force in accordance with details set out in section 7 and in compliance with the ‘Direct Debit Request Service Agreement’.

**Product suitability**

- I declare that I understand that this product is subject to market risk, meaning its value will fluctuate over time.

The Baillie Gifford Funds – Class A are offered by Colonial First State Investments Limited ABN 98 002 348 352 AFSL 232468 (CFSIL).

**Joint applicants must both sign.**

**Acknowledgment of the risk and return characteristics for each selected investment fund.**

Please cross the box below to accept the declaration and proceed with the application.

I understand and accept the stated minimum investment timeframe, and risk characteristics of my selected investment allocations, as displayed in the table above.

For more information on the risk and return characteristics of each individual investment fund, please refer to the PDS available from [cfs.com.au](http://cfs.com.au).

**Acknowledgment of the risk and return characteristics for each selected investment fund.**

Please cross the box below to accept the declaration and proceed with the application.

I understand and accept the stated minimum investment timeframe, and risk characteristics of my selected investment allocations, as displayed in the table above.

For more information on the risk and return characteristics of each individual investment fund, please refer to the PDS available from [cfs.com.au](http://cfs.com.au).

**Original signature of investor 1 or company officer**

**Original signature of investor 2**

Print name

Print name

Date

Date

/   /

/   /

- If this application is signed under Power of Attorney, the Attorney declares that he/she has not received notice of revocation of that power (a certified copy of the Power of Attorney should be submitted with this application unless we have already sighted it). The Attorney will also need to complete a power of attorney identification form (to enable us to establish the identity of the Attorney), which can be obtained from our forms library at [cfs.com.au/forms](http://cfs.com.au/forms) or by phoning Investor Services on 13 13 36.
- Sole signatories signing on behalf of a company confirm that they are signing as sole director and sole secretary of the company.

Send the completed form to: Colonial First State  
Reply Paid 27, Sydney NSW 2001

**PART E – ADVISER DETAILS**

**ADVISER USE ONLY**

Adviser name

Contact phone number

Dealer ID

Adviser ID

Dealer/Adviser stamp (if applicable)

Are you a discount broker?

Yes  No

By providing your (adviser) details, you certify that you are appropriately authorised to provide financial services in relation to this product and that you have read and understood the Licensee Terms applicable to your Dealer group.

**ADVISER ATTESTATION (MANDATORY)**

I confirm that I have provided personal financial advice to my client, and that the advice is current in relation to this transaction. **Note:** If you select No, you must take reasonable steps to ensure the customer is in the Target Market.

Yes  No

Additional comments/instructions:

# Identification and Verification Form – individuals and sole traders

Please complete a separate form for each investor.

<b>Full name of investor</b> <input type="text"/>
--

All clients applying for a new account must complete the identification procedures (for the purposes of Anti-Money Laundering and Counter-Terrorism Financing laws). This form is to assist with those procedures for individuals and sole traders. If you are making an application for a non-individual account (for example, a company or trust), you or your adviser will be required to complete different forms to establish your identity, which can be obtained from our forms library at [cfs.com.au/forms](http://cfs.com.au/forms) or by phoning Investor Services on 13 13 36.

Financial advisers undertake identification and verification procedures by completing sections 1 to 3 of this form or by using other industry standard forms.

If you do not have a financial adviser, you are required to complete sections 1 and 2 of this form and provide certified copies of the ID documents (do not send original documents). **Note:** For joint accounts, a separate form is required for each investor.

The list of the parties who can certify copies of the documents is set out below. To be correctly certified, we need the ID documents to be clearly noted 'True copy of the original document'. The party certifying the ID documents will also need to state what position they hold and sign and date the certified documents. If this certification does not appear, you may be asked to send in new certified documents.

List of persons who can certify documents<sup>1</sup> (for the purposes of Anti-Money Laundering and Counter-Terrorism Financing laws):

- Justice of the Peace
- Solicitor
- Police Officer
- Magistrate
- Notary Public (for the purposes of the Statutory Declaration Regulations 1993)
- Employee of Australia Post (with two or more years of continuous service)
- Your financial adviser (provided they have two or more years of continuous service)
- Your accountant (provided they hold a current membership to a professional accounting body)
- Australian consular officer or an Australian diplomatic officer (within the meaning of the *Consular Fees Act 1955*)
- An officer of a bank, building society, credit union or finance company provided they have two or more years of continuous service.

## SECTION 1: VERIFICATION PROCEDURE

Complete Part 1 (or if the individual does not own a document from Part 1, then complete either Part 2 or Part 3).

Part 1 Acceptable primary photographic ID documents	
Cross <input checked="" type="checkbox"/>	Select ONE valid option from this section only
<input type="checkbox"/>	Australian State/Territory driver's licence containing a photograph of the person
<input type="checkbox"/>	Australian passport (a passport that has expired within the preceding two years is acceptable)
<input type="checkbox"/>	Card issued under a State or Territory for the purpose of proving a person's age containing a photograph of the person
<input type="checkbox"/>	Foreign passport or similar travel document containing a photograph and the signature of the person <sup>2</sup>

Continued over the page...

<sup>1</sup> There are additional persons who can certify documents. A full list of the persons who can certify documents is available from our forms library at [www.cfs.com.au/forms](http://www.cfs.com.au/forms)

<sup>2</sup> Documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator. An accredited translator is any person who is currently accredited by the National Accreditation Authority for Translators and Interpreters Ltd (NAATI) at the level of Professional Translator or above. Please refer to [www.naati.com.au](http://www.naati.com.au) for further information.

**Part 2 Acceptable secondary ID documents** – should only be completed if the individual does not own a document from Part 1

Cross  Select ONE valid option from this section

Australian birth certificate

Australian citizenship certificate

Pension card issued by Services Australia (previously known as Centrelink)

Cross  AND ONE valid option from this section

A document issued by the Commonwealth or a State or Territory within the preceding 12 months that records the provision of financial benefits to the individual and which contains the individual's name and residential address

A Notice of Assessment issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by the individual to the Commonwealth (or by the Commonwealth to the individual), which contains the individual's name and residential address. Block out the TFN before scanning, copying or storing this document.

A document issued by a local government body or utilities provider within the preceding three months which records the provision of services to that address or to that person (the document must contain the individual's name and residential address)

If under the age of 18, a notice that was issued to the individual by a school principal within the preceding three months; and contains the name and residential address; and records the period of time that the individual attended that school

**Part 3 Acceptable foreign photographic ID documents** – should only be completed if the individual does not own a document from Part 1

Cross  Select ONE valid option from this section only

Foreign driver's licence that contains a photograph of the person in whose name it is issued and the individual's date of birth<sup>1</sup>

National ID card issued by a foreign government containing a photograph and a signature of the person in whose name the card was issued<sup>1</sup>

**FINANCIAL ADVISER USE ONLY**

**IMPORTANT NOTE:**

- Either attach a legible certified copy of the ID documentation used to verify the individual (and any required translation) OR
- Alternatively, if agreed between your licensee and the product issuer, complete the Record of Verification Procedure section below and DO NOT attach copies of the ID documents

**SECTION 2: RECORD OF VERIFICATION PROCEDURE**

ID document details	Document 1	Document 2 (if required)
Verified from	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document issuer	<input type="text"/>	<input type="text"/>
Issue date	<input type="text"/> (dd/mm/yyyy)	<input type="text"/> (dd/mm/yyyy)
Expiry date	<input type="text"/> (dd/mm/yyyy)	<input type="text"/> (dd/mm/yyyy)
Document number	<input type="text"/>	<input type="text"/>
Accredited English translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted

**Identification and verification conducted by:**

By completing and signing this Record of Verification Procedure, I declare that I have verified the identity of the Customer as required by AML/CTF Rules, in the capacity of an AFSL holder or their authorised representative.

AFS Licensee Name

AFSL No.

Representative/Employee name

Phone number

Signature

Date verification completed  /  /

<sup>1</sup> Documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator. An accredited translator is any person who is currently accredited by the National Accreditation Authority for Translators and Interpreters Ltd (NAATI) at the level of Professional Translator or above. Please refer to [www.naati.com.au](http://www.naati.com.au) for further information.

# Baillie Gifford Funds – Class A Direct Debit Request Form



Please phone Colonial First State Investor Services on **13 13 36** with any enquiries.

Please complete this form using **BLACK INK** and print well within the boxes in **CAPITAL LETTERS**. Mark appropriate answer boxes with a cross **X**. Start at the left of each answer space and leave a gap between words.

All account holders must complete sections **1** and **2**. If a third party is authorising the account holder(s) shown in **section 1** to debit their bank account, the third party must complete **section 2** and sign below.

## 1 ACCOUNT HOLDER(S)

Please provide your name(s) and account number here:

Account number

If you do not have an account number, please complete your details below:

### INVESTOR 1 (individual accounts)      INVESTOR 2 (joint accounts)

Title  
Mr  Mrs  Miss  Ms  Other

Given name(s)

Surname

Contact phone number

Title  
Mr  Mrs  Miss  Ms  Other

Given name(s)

Surname

Contact phone number

### COMPANY/PARTNERSHIP (if applicable)

Name of company or partnership

Name of contact person

## 2 ACCOUNT HOLDER(S) OR THIRD PARTY

I/We authorise and request Colonial First State Investments Limited (User ID 011802 & 619909), until further notice in writing to arrange for funds to be debited from my/our account, at the financial institution identified as described in the schedule below, any amounts which CFSIL may debit or charge me/us through the Direct Debit System and in accordance with the Bulk Electronic Clearing System (BECS).

**Note:** Third party bank accounts cannot be used for transacting online without authorisation and signatures from all account holders.

### THE SCHEDULE (ACCOUNT TO BE DEBITED)

Name of Australian financial institution

Branch name or address

Branch number (BSB)    –         Account number

Name of account holder

Please update the following services with my new bank account details. Please tick the appropriate box(es):

Regular Investment Plan       Online Services

**Note:** By providing bank details in this section you authorise CFSIL to retain these details for all future transaction requests that you nominate. Please see the terms and conditions in the current Product Disclosure Statement.

## 2 ACCOUNT HOLDER(S) OR THIRD PARTY (CONTINUED)

### DIRECT DEBIT REQUEST AUTHORISATION

- I/We have read the 'Direct Debit Request Service Agreement' provided in the PDS and agree with its terms and conditions.
- I/We request this arrangement to remain in force in accordance with details set out in the schedule and in compliance with the 'Direct Debit Request Service Agreement'.

Colonial First State Investments Limited ABN 98 002 348 352 AFSL 232468 (CFSIL) is the issuer of a range of investment products.

**Signature of bank account holder or company officer**

**Signature of bank account holder**

Print name

Print name

Date

Date

 /  /  /  / 

Please mail the ORIGINAL form to:  
Colonial First State  
Reply Paid 27, Sydney NSW 2001

Faxed copies **cannot** be accepted.





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### **Investment Manager**

Baillie Gifford  
ABN 118 567 178

Carlton Square, 1 Greenside Row  
Edinburgh EH1 3AN Scotland UK

### **Responsible Entity**

Colonial First State Investments Limited  
ABN 98 002 348 352  
AFSL 232468

GPO Box 3956  
Sydney NSW 2001

### **Enquiries**

New investors: 1300 360 645  
Existing investors: 13 13 36  
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