

# Altius Sustainable Short Term Income Fund

## Product Disclosure Statement

### 30 September 2022

Issued by: Australian Unity Funds Management Limited ('AUFM' 'Responsible Entity') ABN 60 071 497 115, AFS Licence No. 234454

Section	Page
1. About Australian Unity Funds Management Limited .....	2
2. How the Altius Sustainable Short Term Income Fund works.....	2
3. Benefits of investing in the Altius Short Term Income Fund .....	3
4. Risks of managed investment schemes.....	3
5. How we invest your money.....	4
6. Fees and costs.....	5
7. How managed investment schemes are taxed.....	7
8. How to apply .....	7
9. Other information .....	8

This Product Disclosure Statement ('PDS') is a summary of significant information about the Altius Sustainable Short Term Income Fund (ARSN 606 111 166) ('Fund') and contains a number of references to important information, each of which forms part of the PDS.

You should read the important information contained in the Additional Information Document before making a decision. Go to [www.australianunity.com.au/wealth](http://www.australianunity.com.au/wealth). The material contained in the Additional Information Document may change between the time when you read this PDS and the day when you acquire the product. A reference to 'this PDS' or 'the PDS' includes, unless the context otherwise requires, a reference to both the PDS and to the Additional Information Document.

The information provided in this PDS is general information only and does not take into account your investment objectives, financial situation or particular needs. Before making any decision about this product, you should consider the information in this PDS and the reference materials, and obtain financial advice tailored to your personal circumstances.

An investment in the Fund, including through the units offered under this PDS, is not guaranteed or otherwise supported by AUFM or any other member of the Australian Unity Group. An investment in the Fund does not represent a deposit or other liability in Australian Unity Bank Limited. Your investment is exposed to investment risk including possible delays in repayment and loss of income and principal invested. You should consider this when assessing the suitability of the investment and particular aspects of risk.

We may issue different classes of units under the Fund's constitution. This PDS applies to the retail and ordinary classes of units. Ordinary units are issued where we accept an application which meets the minimum investment requirements for ordinary units set out in the 'Minimum investment and withdrawal amounts' section on page 2.

In this document, the description 'we', 'us' or 'our' refers to AUFM (unless the context otherwise requires).

Certain information in this PDS is subject to change. Information that is not materially adverse will be updated by us via our website. Visit our website for these updates and further information on the Fund, including continuous disclosure information, unit prices and performance. We recommend that you obtain and review this information before you invest. Alternatively, you can call us and we will send you the requested information free of charge.

The PDS has been prepared to comply with the requirements of the laws of Australia. No units are being offered to any person whose registered address is outside of Australia unless AUFM is satisfied that it would be lawful to make such an offer. The distribution of the PDS in jurisdictions outside of Australia may be restricted by law and persons who come into possession of the PDS should seek their own advice on and observe any such restrictions. Any failure to comply with such restrictions may constitute a violation of applicable securities laws. The PDS does not constitute an offer or invitation in any place in which, or to any person to whom, it would not be lawful to make such an offer or invitation.

The PDS may only be used by investors receiving it (electronically or otherwise) in Australia. No investments will be accepted on the basis of the PDS once replaced with a later PDS.

In this PDS, 'business day' refers to a Melbourne business day on which Australian banks are open for business in Melbourne excluding Saturday and Sunday.

The PDS is available in electronic format, including access via our website. If you receive the PDS electronically, please ensure that you have received the PDS in its entirety. If you are unsure whether the electronic documents you have received are complete, please contact us. Printed copies are available free of charge.

## Contact Details

**Address**  
 Australian Unity  
 271 Spring Street  
 Melbourne VIC 3000

**Website**  
[australianunity.com.au/wealth](http://australianunity.com.au/wealth)  
**Email**  
[australianunitywealth@unitregistry.com.au](mailto:australianunitywealth@unitregistry.com.au)

**Investor Services**  
 T 1300 997 774  
**Adviser Services**  
 T 1300 997 774

## 1. About Australian Unity Funds Management Limited

### Who we are

Australian Unity Funds Management Limited ('AUFM') is the Responsible Entity for the Fund. It is subject to the provisions of the Fund's constitution and the Corporations Act 2001. AUFM is responsible for the administration and management of the Fund and sets its investment policy and objectives.

AUFM is a wholly owned subsidiary of Australian Unity Limited (ABN 23 087 648 888) and is part of the Australian Unity Group of companies ('Australian Unity') which undertake investment activities.

At Australian Unity, we focus on improving the financial wellbeing of our investors. Following this basic principle, we have created a number of successful funds with a focus on the core areas of cash, fixed interest, property and Australian equities.

### Investment Manager

AUFM is the Investment Manager of the Fund, providing its services through its wholly owned cash and fixed interest business, Altius Asset Management ('Altius').

Altius takes a diversified approach to cash and fixed interest funds management, combining both credit and duration strategies, and seeks to optimise returns for investors throughout all market conditions.

Altius is a boutique funds management business and a leader in responsible cash and fixed interest management, informed by a comprehensive Environmental, Social and Governance (ESG) risk assessment framework. Along with its responsible investing approach, Altius seeks to deliver consistent income coupled with low capital volatility in all Australian market conditions using our extensive experience.

Altius has a rich history in responsible investment that dates back to 2014 with the launch of the Sustainable Bond Fund. Altius also created Australia's first Green Bond Fund in 2020. Altius is widely acknowledged as a leader in the integration of responsible investment principles incorporating both active engagement and exclusion in the portfolio construction process— aiming for real impact for our investors. Integral to this comprehensive approach is a transparent Cash and Fixed Interest Sustainability Policy overseen by Altius' Sustainability Advisory Committee.

## 2. How the Altius Sustainable Short Term Income Fund works

The Fund is a registered managed investment scheme, structured as a unit trust. Investor applications into the Fund are pooled to purchase a broad portfolio of fixed and floating securities, derivatives, cash and money market securities, including Government, corporate, bank and other bonds.

So that you know what your investment in the Fund is worth, the total value of the assets is divided into total units on issue. We will quote you a price for each unit each business day and will keep a record of the number of units you hold.

The application and withdrawal price of your units is subject to the applicable buy/sell spread. The price of units will change as the market value of assets in the Fund rises or falls. We will be able to provide you with information about the current unit price to help you decide whether to

sell your units or buy more. You can increase your investment at any time while the Fund is open for applications by buying more units in the Fund. Generally, you can decrease your investment by redeeming some or all of your units, although in certain circumstances (such as a freeze on withdrawals) you may not be able to withdraw your investment within the usual period. Withdrawals can be made by using the Withdrawal Request Form on our website or by contacting us. Withdrawals can generally be made on any business day.

You should read the important information about unit prices before making a decision. Go to the information about 'Unit prices' in Section 2 of the Additional Information Document. The material relating to unit prices may change between the time when you read this Statement and the day when you acquire the product.

### Minimum investment and withdrawal amounts

Minimum investment requirements*	Retail Class	Ordinary class
	Initial investment amount	\$5,000
Additional investment amount	\$1,000 (or \$100 per month for regular savings plan)	\$50,000
Minimum withdrawal amount	\$1,000	\$50,000
Minimum balance	\$5,000	\$100,000

\*If you are investing in the Fund through a Masterfund or Investor Directed Portfolio Service ('IDPS'), the minimums detailed above may not apply. You should refer to your Masterfund or IDPS operator's offer document. See 'If you invest through a Masterfund or IDPS' in Section 5 of the Additional Information Document for more information.

We will send you a statement confirming any transactions made by you at the time of the transaction (excluding those made using a regular savings plan).

### Small account balances

If the current value of your account is below the minimum balance required, we may withdraw your units in full and pay you the proceeds. The amount payable will be the withdrawal price on the date of the withdrawal multiplied by the number of units you hold.

You should read the important information about making investments and withdrawals and investing through a Masterfund or IDPS before making a decision. Go to the information about 'Making investments and withdrawals' in Section 1 and 'If you invest through a Masterfund or IDPS' in Section 5 of the Additional Information Document. The material relating to making investments and withdrawals and investing through a Masterfund or IDPS may change between the time when you read this Statement and the day when you acquire the product.

### Distributions

Generally, any distributions of net income are paid to you within 21 business days after the end of the Fund's distribution period. The Fund aims to distribute on a monthly basis.

The amount of distribution income paid to you is based on the number of units you hold at the end of each distribution period. The distribution policy will be aligned to the ongoing earning capacity of the Fund.

You can reinvest your distribution. Distributions will be reinvested as additional units in the Fund. The distribution

reinvestment price is the cum-distribution unit price at the end of the distribution period less the amount of distribution per unit payable, excluding any buy/sell spread.

If you wish to have the distribution paid to you, complete the relevant section of the Application Form. Your distribution will automatically be reinvested if we do not have your bank account details on record or we do not receive a valid reinvestment instruction.

### 3. Benefits of investing in the Altius Sustainable Short Term Income Fund

The significant features and benefits of the Fund are:

- Access to a portfolio of cash and short-term interest-bearing securities;
- Daily liquidity;
- Managed by a team with an average of 30+ years of cash and portfolio management experience; and
- A Fund which considers environmental, social and governance issues.

You should read the important information about the Fund's constitution and Fund disclosures before making a decision. Go to the information about the 'Constitution' and 'Additional disclosure information' in Section 5 of the Additional Information Document. The material relating to the Fund's constitution and Fund disclosures may change between the time when you read this Statement and the day when you acquire the product.

### 4. Risks of managed investment schemes

What is risk?

Risk refers to the variability and volatility of an investment return, the likelihood of incurring a loss on your investment or the possibility that your investment does not perform as expected.

All investments come with a degree of risk and different strategies carry different levels of risk, depending on the assets that make up the strategy. You will need to determine how much risk you are able, or willing, to tolerate as the level of risk for each person will vary depending upon a range of factors, including age, investment time frames, your overall investment portfolio, and your individual risk tolerance.

The main risks of investing include that the value of your investment will vary, the amount of income generated from the investment may fluctuate or decrease, or you may receive a lower than expected rate of return. Returns of the Fund are not guaranteed. The level of returns will vary, and there is a risk that investors may lose some of their money. Future returns may differ from past returns.

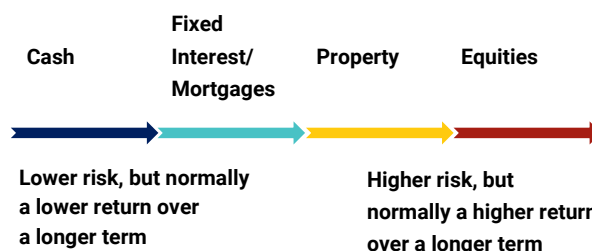
These risks can arise from various circumstances, including:

- changes to government policies and legislation that may have adverse impacts on registered managed investment schemes such as this Fund, investment markets or the tax treatment of investment returns ('regulatory risk'); and
- changes to social, economic (e.g. inflation and interest rates), political, commercial and technological environments, or to market sentiment, that may make certain investments less attractive ('market risk').

In general, there is a relationship between the level of return generated by an investment and its level of risk. Assets with

the highest potential long-term returns often also carry the highest level of risk.

The spectrum below shows the main types of investments according to their relationship between risk and return for you to consider.



If the security of your money is your highest concern when selecting investments, you should choose an investment with lower risk, bearing in mind that your return may be lower over the long term. Conversely, if your focus is on achieving higher returns, you will need to be comfortable with the fluctuations in the value of your investment before selecting an investment with higher risk.

How we manage risk

We are unable to eliminate all investment risks, but we do analyse, manage and aim to reduce the impact of risks through the use of carefully considered investment guidelines.

How you can manage your risk

In managing your risk, we recommend that you:

- seek your own professional advice to help you understand how your current financial situation and your investment objectives affect your selection of investments;
- consider your investment timeframe, your investment objectives and your risk tolerance; and
- diversify your investments to help reduce risk and the volatility of investment returns.

Particular significant risks relevant to the Fund

#### Fixed interest risk

Fixed interest funds effectively lend money to Governments, companies, banks and other entities at either fixed or variable rates of interest, for a defined term. This is achieved by purchasing bonds, debentures or similar securities that have been issued by a borrower (issuer).

There is a risk that an issuer of a fixed interest security may not be able to make interest payments or to repay the principal, which may reduce the value of your investment and level of income. Changes in interest rates or changes to the credit-worthiness of issuers will also impact the value of your fixed interest investments.

As fixed interest securities are not generally traded on an exchange (like equities), in adverse market conditions, these securities may become less liquid than under normal circumstances. This may impact on the performance of the Fund, and it may take longer for you to withdraw your money.

#### Liquidity risk

Liquidity relates to how quickly you can access your money from an investment. Investments in direct property, for example, are generally less liquid than cash, due to the time it takes to sell property. Similarly, securities of smaller issuers may be less liquid than larger issuers such as

Governments. This is a risk in all market conditions, however, especially in falling markets.

The Fund holds a certain amount of cash and other liquid assets to enable you to access your money in a relatively short amount of time. However, if the level of withdrawals exceeds the available liquid assets, it may take longer for you to access your money or the Fund may lose value from selling assets at an inopportune time.

### Derivatives risk

A derivative is a financial instrument which derives its value from another source, such as a share. The main types of derivatives are options, futures and swaps. The investment manager may seek to utilise derivatives for portfolio positioning and for managing market risk. Derivatives will not be utilised for speculative purposes.

Derivatives can expose a fund to risks such as market risk (the risk that the value of the derivative will fluctuate due to movement in the price of the underlying security, index or financial obligation), basis risk (the risk where the value of the derivative moves independently from the value of the underlying security, index or financial obligation) and counterparty risk (the risk of loss arising from the failure of another party to meet contractual obligations).

### Unforeseen risk

Major external events including natural phenomena, pandemics, attacks or other like events may affect the Fund's investments or the underlying funds in which the Fund invests. These occurrences may result in a loss of capital, in turn reducing the price of Units and amounts that may be available for distribution by the Fund.

## 5. How we invest your money

### Investment return objective

The Fund aims to outperform the Bloomberg<sup>1</sup> Ausbond Bank Bill Index after fees over the medium term.

### Investment approach

The Fund invests in a combination of short-term money market instruments, medium and longer-term floating rate notes and fixed rate securities. These may include direct or indirect holdings of Government, bank, corporate, asset backed and other securities. The Fund aims to maintain capital stability through limited exposure to interest rate movements and credit management.

The investment manager may also use derivatives for portfolio positioning and for managing market risk.

In addition to satisfying our comprehensive investment process, securities considered for the Fund must satisfy criteria documented in our [Cash and Fixed Interest Sustainability Policy](#) ('Sustainability Policy') maintained by our Sustainability Advisory Committee ('Committee').

The Sustainability Policy contains principles which form the basis of a 'sustainability screen' to determine an investment universe of security issuers. The Committee has appointed an independent external research provider ('Adviser') to monitor and rank eligible security issuers.

In ranking security issuers, the Adviser considers factors including:

- environmental effects of the issuer;
- social consequences of their business; and
- quality of governance

The Adviser's ranking forms the basis on which the Committee determines if a security may be included in the investible universe of the Fund.

### Who should invest in the Fund?

This Fund is typically suited to investors who:

- require an exposure to short-term fixed income investments that offer relatively stable returns and regular monthly income;
- want a relatively high level of capital preservation;
- have at least a three-year investment timeframe for holding their investment; and
- are looking for a fund that considers Environmental, Social and Governance issues.

You should consider the likely investment return, risk and your investment timeframe when choosing to invest in the Fund. It is important that you consider the risks of investing which are explained in Section 4 of this PDS.

### Labour standards or environmental, social or ethical considerations

We assess and take into account labour standards, and environmental, social and ethical considerations when undertaking its qualitative analysis of prospective investments for the portfolio.

These considerations are outlined in the policies available at [www.altiusam.com/esg/policies](http://www.altiusam.com/esg/policies) or by calling Client Services on 1300 997 774.

There is no predetermined view as to the degree to which labour standards or environmental, social or ethical considerations will be taken into account in the selection, retention or realisation of investments relating to the Fund's investments.

You should read the information relating to these policies before making a decision. These policies and material relating to 'Labour standards, environmental and ethical considerations' may change between the time when you read this Statement and the day when you acquire the product.

### Switching to another Australian Unity fund

Switching is not available in this Fund. If you find your investment no longer suits your needs, you should consider withdrawing and applying for another investment that better suits your investment requirements.

For the latest range of funds offered by Australian Unity, please refer to our website [australianunity.com.au/wealth](http://australianunity.com.au/wealth).

### Target market summary

The Fund is likely to be appropriate for a consumer seeking capital preservation or income distribution to be used as a core or satellite component within a portfolio where the consumer has a medium or long investment timeframe, low risk/return profile and needs daily access to capital.

<sup>1</sup> Bloomberg Finance LP and its affiliates (collectively 'Bloomberg') do not approve or endorse this material and disclaim all liability for any loss or damage of any kind arising out of the use of all or any part of this material.

## 6. Fees and costs

### DID YOU KNOW?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns. For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs. You may be able to negotiate to pay lower fees. Ask the fund or your financial adviser.

### TO FIND OUT MORE

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

This document shows fees and other costs that you may be charged. These fees and costs may be deducted from your money, from the returns on your investment or from the assets of the Fund as a whole. Taxes are set out in another part of this document. You should read all the information about fees and costs because it is important to understand their impact on your investment. The information can be used to compare costs between different simple managed investment schemes.

### Fees and costs summary

Altius Sustainable Short Term Income Fund		
Type of fee or cost	Amount	How and when paid
<b>Ongoing annual fees and costs</b>		
<b>Management fees and costs<sup>1</sup></b> The fees and costs for managing your investment	<b>Retail Class</b> A management fee of 0.30% p.a. of the net asset value of the Fund. <sup>2</sup>	The management fee is calculated and accrued daily but paid monthly in arrears from the Fund. The amount of this fee can be negotiated with wholesale clients. <sup>2</sup>
	<b>Ordinary Class</b> A management fee of 0.20% p.a. of the net asset value of the Fund. <sup>2</sup>	
<b>Performance fees</b> Amounts deducted from your investment in relation to the performance of the product	Nil	Not applicable
<b>Transaction costs</b> The costs incurred by the scheme when buying or selling assets	<b>Retail Class</b> Estimated 0.00% p.a. of the net asset value of the Fund for the year to 30 June 2022.	These costs are payable when incurred from the assets of the Fund or the asset of the interposed vehicles and reflected in the Fund's Unit Price.
	<b>Ordinary Class</b> Estimated 0.00% p.a. of the net asset value of the Fund for the year to 30 June 2022.	
<b>Member activity related fees and costs (fees for services or when your money moves in or out of the scheme)<sup>1</sup></b>		
<b>Establishment fee</b> The fee to open your investment	Nil	Not applicable
<b>Contribution fee</b> The fee on each amount contributed to your investment	Nil	Not applicable
<b>Buy sell spread</b> An amount deducted from your investment representing costs incurred in transactions by the scheme	<b>Retail Class</b> 0.05% (buy-spread) / 0.05% (sell-spread)	These are the amounts recovered by the Fund when you transact. Buy-sell spreads are included in the application and withdrawal prices and effectively increase the amount you pay when you buy units and reduce the amount you receive when you sell units. Buy-sell spreads are not applied to the reinvestment of distributions.
	<b>Ordinary Class</b> 0.05% (buy-spread) / 0.05% (sell-spread)	
<b>Withdrawal fee</b> The fee on each amount you take out of your investment	Nil	Not applicable
<b>Exit fee</b>	Nil	

## Altius Sustainable Short Term Income Fund

Type of fee or cost	Amount	How and when paid
The fee to close your investment		Not applicable
<b>Switching fee</b>		
The fee for changing investment options	Nil	Not applicable

1. Adviser fees may be payable. Refer to Adviser Remuneration in the Additional Information Document.
2. These fees may be negotiated for investors who qualify as a 'wholesale client' (as defined in the Corporations Act 2001). Refer to 'Wholesale clients' in Section 3 the Additional explanation of fees and costs in the Additional Information Document.

Past costs are not a reliable indicator of future costs.

**Warning: Other service fees, such as an advice fee, may apply if you have a financial adviser. You should refer to the Statement of Advice you receive from your financial adviser. Refer to 'Payments to your financial adviser' section for more information.**

Example of annual fees and costs for a balanced investment option or other investment option

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

EXAMPLE – Altius Sustainable Short Term Income Fund (Retail Class)		BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING YEAR
Contribution Fees <sup>1</sup>	Nil	For every additional \$5,000 you put in, you will be charged <b>\$0</b> .
<b>PLUS</b> Management fees and costs	0.30% p.a. <sup>3</sup>	<b>And</b> , for every \$50,000 you have in the Altius Sustainable Short Term Income Fund (Retail Class) you will be charged or have deducted from your investment <b>\$150</b> each year.
<b>PLUS</b> Performance fees	Nil	<b>And</b> , you will be charged or have deducted from your investment <b>\$0</b> in performance fees each year
<b>PLUS</b> Transaction costs	0.00% <sup>2</sup>	<b>And</b> , you will be charged or have deducted from your investment \$0 in transaction costs
<b>EQUALS</b> Cost of Altius Sustainable Short Term Income Fund (Retail Class)		If you had an investment of \$50,000 at the beginning of the year and you put in an additional \$5,000 during that year, you would be charged fees and costs of: <b>\$150*<sup>1,2,3</sup></b> <b>What it costs you will depend on the investment option you choose and the fees you negotiate.</b>

\* Additional fees may apply. Please note: The example above is illustrative only.

1. This example assumes that the contribution of \$5,000 is made at the end of the year, and therefore no management costs for the contribution have been included.
2. A buy/sell spread may apply to investments in and out of the Fund (see 'transaction costs' in the Additional Explanation of Fees and Costs in Section 3 of the Additional Information Document).
3. Management fees and costs may be negotiated with investors who are wholesale clients.

ASIC provides a fees calculator on its 'Moneysmart' website that you could use to calculate the effects of fees and costs on account balances.

## Additional explanation of fees and costs

### Fee changes

Fees may increase or decrease for many reasons, including changes in the competitive, industry and regulatory environments or simply from changes in costs. We can change fees, without your consent, but will provide at least 30 days written notice of any increase.

### Goods and Services Tax

Fees and charges set out in this PDS, unless otherwise stated, are inclusive of goods and service tax ('GST') less input tax credits (including approximate reduced input tax credits) that the Fund may be entitled to claim.

### Payments to financial advisers and intermediaries

The Corporations Act 2001 contains provisions which regulate, and in some cases prohibit, payment to financial advisers and intermediaries by product issuers. Any arrangement by us to make payments or provide incentives to financial advisers and intermediaries will be entered into in compliance with the legislation.

## Payments to your financial adviser

Additional fees may be paid to a financial adviser if you consult one.

You can choose to make payments to your financial adviser through an 'advice fee' from your account. This payment reflects your arrangement with your financial adviser as set out in the Statement of Advice provided by your financial adviser and is calculated and deducted (by way of a withdrawal of units, which may have taxation consequences) on a monthly basis. The advice fee is not a fee paid to us. You must notify us if you change or cancel your arrangement with your financial adviser.

We may require evidence of your continuing consent to the ongoing payment of advice fees from time to time from your financial adviser.

For example, if your average monthly account balance is \$10,000 and you nominate an ongoing advice fee of 1.10% p.a. this equates to approximately \$9.17 per month. The dollar amount will vary depending upon the average value of your account each month.

You should read the important information about fees and costs before making a decision. Go to 'Fees and costs' in Section 3 of the Additional Information Document. The material relating to fees and costs may change between the time when you read this Statement and the day when you acquire the product.

## 7. How managed investment schemes are taxed

### Australian taxation

**Warning:** Investing in a registered managed investment scheme is likely to have tax consequences. Taxation law is complex and its application is dependent on your individual circumstances. We strongly recommend that you seek independent professional tax advice about how it applies in your specific circumstances.

The Fund elected to be an Attribution Managed Investment Trust (AMIT) for tax purposes from the 2019 income year. The Fund itself should not pay tax on the basis that it will attribute trust components to investors each financial year on a fair and reasonable basis. You will need to include in your income tax return your share of the Fund's taxable income and capital gains for each financial year.

You should read the important information about taxation before making a decision. Go to the 'Additional information about taxation' in Section 4 of the Additional Information Document. The material relating to taxation may change between the time when you read this Statement and the day when you acquire the product.

## 8. How to apply

1. Read this Product Disclosure Statement and the Additional Information Document.
2. Complete the electronic Application Form online. If you prefer to fill in a paper-based form, you can complete

the Application Form together with your payment instructions by downloading the Application Form.

3. Submit the Application Form by one of the following methods:
  - Online: Pressing the 'Submit' button
  - Email: Sending your scanned Application Form and attachments to [australianunitywealth\\_transactions@unitregistry.com.au](mailto:australianunitywealth_transactions@unitregistry.com.au)
  - Post: Sending your completed Application Form and attachments to:  
Australian Unity  
GPO Box 804  
Melbourne VIC 3001  
(No stamp required if mailed in Australia)

The application will be considered lodged when it is received in our Melbourne office on a Melbourne business day, prior to 3.00 pm.

The Application Form for the Fund can be found on our website at [www.australianunity.com.au/wealth](http://www.australianunity.com.au/wealth)

### Handling of applications

No interest will be paid on application amounts for the period from receipt until the issue of units occurs. Similarly, no interest will be paid to any investor whose application (or part of an application) is returned by us unfilled. Any net interest earned on the application amount during this period will be retained by the Fund and form part of its income for the benefit of investors. We may, in our absolute discretion, reject in whole or in part any application. We need not give any reason for the rejection.

### Changing your mind

Generally, you have a 14-day cooling off period to decide if this investment is right for you. The 14-day period starts on the earlier of:

- the date you receive your initial investment transaction statement; or
- five business days after your units are issued.

Therefore, if you wish to cancel your investment, it is important that you write to us before the expiration of this period.

The amount repaid to you is adjusted to reflect any increase/decrease in the value of the investment due to market movement. We will also deduct any taxes or duties payable and transaction costs. As a result, the amount returned to you may be less than your original investment.

If you are an investor who qualifies as a 'wholesale client' as defined in the Corporations Act 2001, the cooling off period is not available to you.

### Dispute resolution

We take complaints seriously and aim to resolve them as quickly as possible. If you would like to make a complaint you can call us on 1300 997 774, email us at [australianunitywealth@unitregistry.com.au](mailto:australianunitywealth@unitregistry.com.au) or write to us at the following address:

Australian Unity Wealth & Capital Markets  
GPO Box 804  
Melbourne VIC 3001

We will promptly acknowledge your complaint, investigate it and decide in a timely manner what action needs to be taken. We will notify you of our decision within 30 days after receipt of the complaint, together with any remedies that are available, or other avenues of appeal against the decision.

If you are not satisfied with our handling or resolution of your complaint then you may contact The Australian Financial Complaints Authority ('AFCA'). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

### **Australian Financial Complaints Authority**

Website: [www.afca.org.au](http://www.afca.org.au)

Email: [info@afca.org.au](mailto:info@afca.org.au)

Telephone: 1800 931 678 (free call)

In writing to: Australian Financial Complaints Authority  
GPO Box 3  
Melbourne VIC 3001

## **9. Other information**

### **Related party transactions**

All transactions we enter into in relation to the Fund including those with related parties are on arm's length commercial terms.

Entities within the Australian Unity Group may provide registry, accounting, asset management and tax services to the Fund for fees charged at a commercial rate.

Policies and guidelines are in place to manage the risk of any actual or perceived conflict of interest as a result of a related party transaction. Related party transactions with Australian Unity Group entities are reviewed and approved by senior management with clearly identified governance policies and guidelines. Details of material related party transactions are reported yearly as part of the Fund's Annual Report. The Fund's Annual Reports are published on our website.

### **Target Market Determination ('TMD')**

TMD is a set of criteria that we, in our capacity as the product issuer, issue for each of our products (including their investment options).

It describes who our products are likely to be appropriate for. It also contains details around distribution conditions, eligibility criteria, information reporting requirements, and a set of internal review triggers.

For more information on whether this product may be suitable for your investment needs, please refer to the TMD at Target Market Determinations ([australianunity.com.au](http://australianunity.com.au)).

### **Anti-money laundering and counter terrorism financing ('AML/CTF')**

Australia's AML/CTF laws require us to adopt and maintain an anti-money laundering and counter terrorism financing program ('AML/CTF Program'). A fundamental part of the AML/CTF Program is that we know certain information about investors in the Fund. To meet this legal requirement, we need to collect certain identification information and documentation ('KYC Documents') from you if you are a new investor. We may also ask an existing investor to provide KYC Documents as part of a re-identification process to comply with the AML/CTF laws. Processing of applications or redemptions will be delayed or refused if you do not provide the KYC Documents when requested. Under the AML/CTF laws, we may be required to submit reports to the Australian Transaction Reports and Analysis Centre ('AUSTRAC'). This may include the disclosure of your personal information. We may not be able to tell you when this occurs and, as a result, AUSTRAC may require us to deny you (on a temporary or permanent basis) access to your investment.

This could result in loss of the capital invested, or you may experience significant delays when you wish to transact on your investment.

We are not liable for any loss you may suffer because of compliance with the AML/CTF laws.

### **Privacy**

We collect and manage your personal information in accordance with the law and the Australian Unity Privacy Policy, which can be accessed from our website - [australianunity.com.au/privacy-policy](http://australianunity.com.au/privacy-policy). If you have any concerns or questions about the privacy of your personal information, please contact our Privacy Officer:

Email: [investments@australianunity.com.au](mailto:investments@australianunity.com.au)

Address: GPO Box 4360,  
Melbourne VIC 3001

If you are not satisfied with how your concern was addressed, you may contact the Privacy Commissioner at:

Address: Office of the Australian Information  
Commissioner,  
GPO Box 5218, Sydney NSW 2001

Online: [www.oaic.gov.au/privacy/privacy-complaints](http://www.oaic.gov.au/privacy/privacy-complaints)