



# OC Dynamic Equity Fund

Product Disclosure Statement | Date of issue 14 October 2021

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This Product Disclosure Statement (PDS) is issued by Copia Investment Partners Ltd (ABN 22 092 872 056, AFSL 229316) (Copia, we, our or us), as the responsible entity (RE) of the OC Dynamic Equity Fund (ARSN 098 644 681, APIR OPS0001AU) (Fund).

This PDS provides a summary of significant information about the OC Dynamic Equity Fund together with references to additional important information about the Fund available at ocfunds.com.au or by contacting Copia on 1800 442 129 or via email at clientservices@copiapartners.com.au.

References to additional information are highlighted with an asterisk (\*). It is important that you read this PDS and the additional information (which forms part of this PDS) before making a decision about the Fund.

The information in this PDS is general information only and does not take into account your personal financial situation or needs. You should obtain financial advice tailored to your personal circumstances.

Information in this PDS may change. Any update to information that is not material will be provided at ocfunds.com.au. Please check the website or contact Copia or your financial adviser for any updates prior to investing. A paper copy of any update will be provided free of charge on request.

# 1. About Copia

Copia holds Australian Financial Services Licence (AFSL) number 229316 and is the RE of the OC Dynamic Equity Fund. Its role includes holding Fund assets on trust for investors and investing assets in accordance with the Fund's constitution (constitution) and any applicable laws. As RE, Copia's responsibilities and obligations are governed by the Fund's constitution, the Corporations Act 2001 and general trust law.

Copia has appointed OC Funds Management Pty Ltd (OC or the IM) as the investment manager of the Fund.

### About the investment manager

Established in 2000, OC Funds Management Pty Ltd (ABN 29 377 531 171) is a boutique small and micro-cap Australian equities manager.

Led by Robert Frost, the long-standing and well-resourced team comprises four specialist small and micro-cap investors who together combine over 40 years of investment management experience.

# Contact us

### **Head office**

Copia Investment Partners Level 25, 360 Collins Street Melbourne Vic 3000

**P** 1800 442 129 (free call)

**E** clientservices@copiapartners.com.au

copiapartners.com.au

### 2. How the Fund works

The Fund is a managed investment scheme in which funds subscribed by individual investors are pooled to buy assets on behalf of all investors in the Fund. Assets are selected and managed by a professional investment management team (\*refer to the website at ocfunds.com.au).

The Fund is established under a constitution, which sets out your rights, as well as the powers and responsibilities of Copia. You can obtain a free copy of the constitution by contacting

Investors are issued units which entitle them to a proportionate interest in the income and assets of the Fund. Investors do not have an entitlement to any particular asset of the Fund. The Fund's assets are valued in accordance with the Fund's constitution based on market values. Unit prices will vary as the market value of the Fund's assets rises and falls.

A unit price is calculated each business day by dividing the Fund's net asset value (NAV) by the number of units on issue. An allowance for transaction costs incurred in buying and selling Fund assets may be added to or subtracted from the Fund's unit price to determine an application price and a withdrawal price. The difference between the application price and the withdrawal price is known as the buy/sell spread (see 'Fees and costs' for more information).

When you invest in the Fund, you will be issued a number of units calculated by reference to the applicable unit application price.

When you withdraw from the Fund, your units will be withdrawn at the applicable unit withdrawal price.

The most recent unit prices are available at https://www.ocfunds.com.au/funds/oc-dynamicequity/#price.

### Making an investment in the Fund

To invest in the Fund, complete the form at the back of this PDS titled OC Dynamic Equity Fund Application Form. See 'How to apply' for more information.

Applications can be made between 9am and 5pm on any business day. However, for unit pricing purposes, any applications we receive after 2pm Melbourne time, on a business day, we will generally treat as though we received them on the following business day. You can make payment by EFT, direct-debit or cheque. Personal cheques should be made payable to: National Nominees Ltd Office Clearing Account Copia Application Account.

Cheques must clear before we issue units. Copia reserves the right to reject an application.

A copy of the OC Dynamic Equity Fund Application Form is attached to this document. You can add to your investment at any time by submitting an Additional Investment Form. Additional Investment Forms are available at ocfunds.com.au or by calling Copia on 1800 442 129.

### **Investments and withdrawals**

You can make investments and withdrawals at any time based on the following requirements (which we may change at our discretion):

Initial investment	\$20,000
Additional investment	\$5,000
Withdrawals	\$5,000
Switches	\$5,000
Minimum account balance	\$20,000

Copia is entitled to retain any interest earned on the application money before it is paid into the Fund.

### Making a withdrawal from the Fund

You can withdraw all or part of your investment by completing a Withdrawal Request Form and returning it to us via post, fax or mail. A Withdrawal Request Form can be obtained by contacting Copia.

We must receive withdrawal requests by 2pm Melbourne time for same-day processing. If we receive a withdrawal request after 2pm, we will generally treat it as being received on the following business day. We usually pay withdrawal proceeds directly to your nominated bank account within five business days of receiving a withdrawal request.

# Restrictions on withdrawals

We may suspend withdrawals for a period of 60 days from the day on which units would have been withdrawn.

Where we consider it desirable for the protection of the Fund or in the best interests of investors, we may suspend the withdrawal of units in the Fund for the duration of an event or circumstance where the pricing of the underlying assets of the Fund is not possible.

### **Transfers and switching**

You can also transfer your units in the Fund to another person or switch from the Fund to other funds operated by Copia. Contact Copia on 1800 442 129 for more information and to obtain the relevant forms.

Copia does not charge a fee for switching between funds. However, you may incur a cost in switching between funds through the buy/sell spread process (see 'Buy/sell spread' explanation).

### **Income distribution**

The Fund may earn income such as dividends and interest, as well as net realised capital gains, on the sale of underlying assets. Fund income is distributed every year.

Net income and realised capital gains generated by the Fund



### 2. How the Fund works (continued)

are distributed to investors yearly, usually within two months following the end of 30 June. The Fund's unit price will generally fall following the end of a distribution period reflecting the amount of income and capital gains paid out to unitholders by the Fund.

The distribution amount will vary between distribution periods due to market conditions and investment performance and is not guaranteed.

Subject to the terms of the Fund constitution, there may be times when a distribution is not made by the Fund and times when a 'special' distribution is paid outside of usual distribution periods. Distributions must be made to unitholders of the Fund pro-rata to the proportion each unitholder holds in the total number of units on issue in the Fund. We may pay distributions via a non-negotiable cheque, deposit them directly into a bank account or reinvest as additional units.

Units issued on reinvestment of a distribution are issued at the unit price at the start of business on the first business day of the new distribution period.

We ask unitholders to nominate their preferred method of distribution on the Application Form. If you do not make a choice, we will automatically reinvest any distributions on your behalf into the Fund. We will distribute any franking credits or foreign tax credits generated during the period with the 30 June payments.

#### **Platform investors**

If you are investing through a master trust, wrap account or other investor-directed portfolio-type service (collectively referred to as a 'platform'), then it is important to understand that generally it is the platform that becomes the investor in the Fund, not you. It follows that the platform has the rights of an investor and we recognise it alone can exercise them. If you invest through a platform, you may also be subject to different conditions from those outlined in this PDS (such as procedures for making investments and withdrawals, cooling-off periods, cut-off times for transacting and additional fees and costs). Copia is not responsible for the operation of any platform. If you invest through a platform, in addition to reading this PDS, you should read the document that explains the platform service.

# 3. Benefits of investing in the Fund

- Focus on high quality businesses, favouring companies with:
  - strong management
  - a simple and transparent business model
  - a sustainable competitive advantage
  - favourable operational risk characteristics, and
  - attractive valuation metrics based on our proven financial analysis and valuation techniques
- Access to our highly experienced investment team focussed on generating strong returns.
- A proven bottom-up approach to active investment management where the research effort is internally driven

- and focussed on company visits and industry analysis.
- An emphasis on risk management where we screen out complex or speculative businesses from our investment process.
- Flexible cash weightings of up to 20%.
- Strong alignment of interests with clients, the managers are owners of the business and investors in the Fund, providing strong investment performance incentive.
- A limit on the total amount of funds under management to avoid compromising investment performance by lack of transactional flexibility.

# 4. Risks of managed investment schemes

All investments carry risk. Different strategies may 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. The significant risks of investing in the Fund are:

Market risk: the risk of decline across a whole asset class (e.g. the share market) due to economic factors, technological change, political or geopolitical events, changing legal conditions or changing market sentiment.

**Investment selection risk:** the risk that the specific investments OC chooses for the Fund will not perform as well as others. Some factors that may affect the value of a security are specific company earnings, management changes, competitor behaviour, economic conditions, liquidity, investor sentiment, currency and commodity price movements, government policy and global events.

**Interest rate risk:** the risk that changes in interest rates can have a negative impact directly or indirectly on investment value or returns. For example, if rates rise, a company's borrowing costs can increase, causing its profits to decline.

**Liquidity risk:** the risk that securities that are not actively traded may not be readily converted to cash without some loss of capital.

The Fund may not be suitable for investors seeking a short-term investment, who are averse to unit price volatility or who are unable to sustain a loss of investment capital.

Regulatory risk: all investments carry the risk that their value may be affected by changes in laws, particularly taxation laws.

Compensation fee structure risk: the RE and IM may receive compensation based on the performance of the investments of

# 4. Risks of managed investment schemes (continued)

the Fund. These arrangements may create an incentive for the IM to make more speculative or higher risk investments than might otherwise be the case.

**Concentration risk:** the Fund's typical portfolio holdings of 30 to 50 stocks represents high investment concentration. The lower the number of stocks, the higher the concentration and, in turn, the higher the potential volatility.

**General risk:** it is important that you carefully consider the risks of investing in the Fund and that you understand:

• the value of investments will vary over time

- the level of returns will vary and future returns may differ from past returns
- returns are not guaranteed and you may lose some, or all, of your capital
- laws affecting registered managed investment schemes may change in the future, and
- the level of risk for each investor will vary depending on a range of factors including:
  - age
  - investment time frames
  - where other parts of your wealth is invested, and
  - your risk tolerance.

# 5. How we invest your money

The Fund offers one investment option. The following information provides an overview of the Fund's return objective and investment strategy in respect of that option. You should consider the likely investment return and risk of the Fund and your investment time frame when deciding whether to invest in the Fund. The investment option will not change during the life of this PDS.

Description	The OC Dynamic Equity Fund is a long-only, benchmark-unaware managed investment scheme with a target investment universe of securities listed on the Australian Securities Exchange (ASX), outside the S&P/ASX 100 Index.	Investment strategy (continued)	Cash isn't allocated strategically, rather it is a result of the investment process, with the cash balances simply being the residual after the investments have been purchased or sold.
Investment objective	The Fund aims to provide investors with strong long-term returns through investment in high quality small-to-medium-sized companies with sustainable business models and attractive investment fundamentals  The Fund combines the Core Fundamental investment strategy of the OC Premium Small Companies Fund with the objective of adding further value through investing in select Emerging Leaders and event driven	Strategic asset allocation	The Fund typically invests within the following guidelines:  Australian listed securities 80 - 100%  Cash 0 - 20%  While our equity investments are predominantly in smaller companies, from time to time, we may invest in stocks within the S&P/ASX 100 Index as long as we feel they are consistent with our investment strategy.
Investment	alpha plus positions.  The Fund's investment universe includes	Investment time frame	Five-year plus investment period. This is a guide only, not a recommendation.
strategy	all companies listed or about to be listed on the ASX regardless of their size or business sector. Despite the broad investment universe, we focus on small businesses (ex ASX 100) believing they are easier to understand, simpler to value	Risk level	High – the likelihood of your investment going down in the short term is relatively high compared to funds investing in other types of assets such as fixed interest or cash. See 'Risks of managed investment schemes'.
	and more accessible to research. We look to invest in simple businesses we can understand, with a history of profits and dividends, and that offer a predictable future earnings stream that we are able to value. Access to key management and earnings transparency is critical.	Fund performance	The Fund's performance is available at https://www.ocfunds.com.au/funds/ocdynamic-equity/#performance.
		Other investment considerations	Labour standards and environmental, social and ethical considerations are taken into account when making investment decisions for the Fund.
	The Fund invests up to 20% of total capital in a combination of smaller (\$100m – \$400m market capitalisation) emerging leaders businesses and/or by holding	Other information	For up-to-date information about the Fund's investment strategy, performance and unit prices, visit ocfunds.com.au.

catalyst-driven positives.



### 6. 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 fund 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 services justify higher fees and costs.

You may be able to negotiate to pay lower contribution fees and management costs where applicable. Ask the Fund or your financial adviser.

### To find out more

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

The following table shows the fees and other costs you may be charged. These fees and costs may be deducted directly from your money, from the returns on your investment or from the Fund's assets as a whole. Tax laws are set out in Section 7 of this PDS. You should read all the information about fees and costs as it is important to understand their impact on your investment.

Type of fee or cost	Amount	How and when paid
Fees when your money moves	in or out of the Fund	
Establishment fee	Nil	Not applicable
Contribution fee	Nil	Not applicable
Withdrawal fee	Nil	Not applicable
Termination fee	Nil	Not applicable
Management costs	8.09% p.a.	Calculated daily as a percentage of the Fund NAV, payable monthly in arrears

### Additional information on fees

Management costs*	
Fees and costs for managing y	our investment
Management fee	1.72% p.a. (this includes GST and is net of reduced input tax credits) of the Net Asset Value of the Fund
Performance fee <sup>^</sup>	Estimated to be 6.37% (including GST net of reduced input tax credits) of the Net Asset Value of the Fund
Indirect costs#	Estimated to be 0.00% p.a. of the Net Asset Value of the Fund

<sup>\*</sup> Management costs do not include the Fund's transactional and operational costs recovered via the buy/sell spread. See 'Transactional costs and buy/sell spread' on page 6

The total expenses include transactional and operational costs (including brokerage) and is estimated to be 0.52% of the Net Asset Value of the Fund of which approximately 0.04% was recouped via the buy/sell spread when applications and withdrawals took place. The difference of 0.48% reflected the day-to-day trading costs. The expenses estimate is based on the transactional and operational costs incurred for the 12 months to 30 June 2021 (including brokerage).

<sup>^</sup>The performance fee is 20.5% (including GST and net of reduced input tax credits) of the amount of excess performance (after deducting the management fee) above the performance hurdle which is the greater of Net Asset Value of the Fund at the beginning of the financial year plus 15% or the high water mark to 30 June. The performance fee in the table above is an estimate based on the performance fee charged for the 12 months to 30 June 2021.

<sup>#</sup> The estimate of indirect costs is based on the costs incurred for the 12 months to 30 June 2021, as a percentage of the average net asset value of the Fund during that period.

# 6. Fees and other costs (continued)

### Management fee

This is the fee we charge for managing the investments, overseeing the Fund's operations and providing access to the Fund. The management fee is calculated daily as a percentage of the NAV of the Fund and payable monthly in arrears.

### **Normal operating expenses**

We currently pay the normal operating expenses of the Fund from our management fee and do not recover these from the Fund.

### **Abnormal expenses**

We may recover abnormal expenses (such as costs of investor meetings, changes to the Fund's constitution and defending or pursuing legal proceedings) from the Fund. The management costs set out above do not include any abnormal expenses. While it is not possible to estimate such expenses with certainty, we anticipate the events that give rise to such expenses will not occur regularly. In circumstances where such events occur, we may decide not to recover these abnormal expenses from the Fund.

## Transactional costs and buy/sell spread

The buy/sell spread is a type of transactional cost that may include brokerage, transaction costs, stamp duty and other government taxes or charges. The purpose of the buy/sell spread is to ensure only those investors transacting in the units at a particular time bear the Fund's costs of buying and selling the Fund's assets as a consequence of their transaction.

The buy/sell spread for the Fund is stated as a percentage of the NAV of the Fund and is the difference between the application price and the withdrawal price. It reflects an estimate of the transaction costs expected to be incurred in buying and selling the Fund's assets as a result of investments and withdrawals made by investors. This estimate may take into account factors such as, but not limited to, historical transaction costs and anticipated levels of investments and withdrawals.

The current buy/sell spread of the Fund is +0.30%/–0.30%, however a different buy/sell spread may apply if the estimate changes.

The RE has discretion to waive or reduce the transaction costs on investments or withdrawals to the extent permitted by the Corporations Act. The RE will notify investors of any changes to buy/sell spread transaction costs on its website.

### Performance fee

A performance fee of 20.5% is payable annually on any excess performance (after deducting the management fee) in any financial year, subject to a high-water mark.

### Performance hurdle

The performance hurdle is the greater of:

- a. the NAV at the beginning of the financial year plus 15%p.a.,
- b. the high-water mark

### **Excess performance**

The amount by which the return of the Fund, adjusted for distributions, exceeds the performance hurdle.

### **High-water mark**

The high-water mark is the NAV per unit the last time OC was paid a performance fee, adjusted for any subsequent distributions.

The high-water mark ensures that where the value of the unit price has fallen, OC will not be entitled to a performance fee until such fall has been recouped.

#### Performance fee accrual

In order to accurately reflect any performance fee in the daily unit price, the performance fee will be calculated and accrued daily. As a result, the unit price will be net of any accrued fees at any point in time. If a performance fee has been accrued, should performance on subsequent days of the financial year be negative, the accrual will be written back to the Fund until such point as the accrual accurately reflects the fee to that date if any fee should remain. At no point will the accrued performance fee be a negative value. At the end of the financial year, accrued performance fees (if any) will be paid to OC.

# Fee changes

Fees and costs can change at any time in accordance with the Fund's constitution. If fees and charges payable to the RE increase, the RE will give investors not less than 30 days notice before the change occurs.

Other costs such as the buy/sell spread may change at any time without prior notice to you. Expense recoveries may be different to those estimated in this PDS.

### **Fee calculators**

ASIC provides a fee calculator on its MoneySmart website (www.moneysmart.com.au) which can be used to calculate the effect of fees and costs on your investment in the Fund.



### 6. Fees and other costs (continued)

### **Example of annual fees and costs**

This table gives an example of how the fees and costs of the Fund can affect your investment over a one-year period. You should use this table to compare this product with other managed investment products.

Example	Amount	Balance of \$50,000 with a contribution of \$5,000 during the year
Contribution fee	Nil	For every \$5,000 you put in, you will be charged \$0
PLUS Management costs	8.09% p.a. of Net Asset Value *	And, for every \$50,000 you have in the Fund you will be charged <b>\$4,047.05</b> each year
EQUALS Cost of Fund		If you had an investment of \$50,000 at the beginning of the year and put in an additional \$5,000 during that year, you would be charged fees from: <b>\$4,047.05</b> to <b>\$4,451.76</b>
		What it costs you will depend on the investment option you choose and the fees you negotiate.

<sup>\*</sup>Additional fees and costs may apply. Please see 'Transactional costs and buy/sell spread' on page 6. Note that Government fees, duties and bank charges may also apply to investments and withdrawals.

# 7. How managed investment schemes are taxed

Warning: Investing in a managed investment scheme is likely to have tax consequences and we strongly advise that you seek professional tax advice before investing in the Fund.

The Fund elected to become an Attribution Managed Investment Trust (AMIT) commencing from the 2018 financial year. It is intended that all determined trust components (i.e. assessable income, exempt income and non-assessable nonexempt income) will be attributed to members each year so that the Fund itself is not subject to tax. The Fund does not pay tax on behalf of investors. As an investor you will be assessed for tax on your attributed share of the Fund's taxable income, including any net capital gains. The amount attributed to an investor will be disclosed on an AMIT Member Annual (AMMA) statement that will be issued following the end of the financial

In summary, when investing in the Fund, investors should note:

managed investment schemes do not pay tax on behalf of investors

- net income and realised net capital gains generated by the Fund are typically fully distributed to investors who are in turn assessed for tax on their share of the distribution based on their individual circumstances
- the Fund will pass through investors' share of any imputation or tax credits received during the year, and
- investors may be liable for tax on capital gains realised on the sale of units in the Fund, either by withdrawal, switch or transfer.

This is only a brief summary of the taxation information which is general in nature and only relates to Australian residents. It does not constitute personal advice. You should consult your own advisers for your particular circumstances.

# 8. How to apply

## **Application Process**

To make your investment, complete the OC Dynamic Equity Fund Application Form attached to this PDS (application forms are also available at https://www.ocfunds.com.au/contact/ fag/#investing or on request from Copia) and send your application money to us in accordance with the instructions on the form.

As part of the application process, we are required by law to verify your identity before accepting your application. We are unable to process incomplete applications. If we do not receive all of the information and documents required (AML/CTF information essential\*), we will hold your investment amount until we have received all information.

\* The AML/CTF Laws refer to the obligations arising under the Anti-Money Laundering & Counter Terrorism Financing Act 2006 (Cth).

# 8. How to apply (continued)

### **Cooling-off period**

Investors who are retail clients (as defined in the Corporations Act) have a 14-day cooling-off period after making an application for units in the Fund during which time they may cancel their investment by notifying the RE in writing or electronically. This cooling-off period will commence from the earlier of the:

- · investor's receipt of confirmation of their investment, and
- end of the fifth day after the issue of units to the investor.

If an investor cancels their investment during this period, the amount repaid to them is adjusted to allow for market movements, reasonable administration and transaction costs and any relevant taxes or duties.

Investments made through the distribution reinvestment plan are not subject to the cooling-off provisions. Indirect investors should contact the operator of their platforms about any right to cooling off.

## 9. Other information

### **Complaints procedure**

The RE has arrangements in place to consider and seek to resolve any complaints within 45 days of receipt. If you have a complaint, you may contact us by email, telephone or in writing to:

The Complaints Officer Copia Investment Partners Ltd Level 25, 360 Collins Street Melbourne Vic 3000

Email clientservices@copiapartners.com.au Freecall 1800 442 129 (inside Australia only)

Phone +61 3 9602 3199

If you are not satisfied with our response to your complaint, you may lodge a written complaint with the Australian Financial Complaints Authority (AFCA) for an independent review of your matter.

Copia is a member of AFCA, which is an external dispute resolution scheme that deals with complaints from consumers about financial services and products.

AFCA's contact details are as follows:

Australian Financial Complaints Authority Limited GPO Box 3 Melbourne VIC 3001

P 1800 931 678 F +61 3 9613 6399 E info@afca.org.au W afca.org.au

### **Overseas investors**

The Foreign Account Tax and Compliance Act (FATCA) is an anti-tax evasion regime enacted by the United States government to identify US taxpayers using offshore accounts. In June 2014, the Australian government passed legislation giving effect to Australia's commitment to FATCA. From 1 July 2014, there has been a requirement to ask investors whether they are US citizens or US residents and to provide information on those who answer 'yes' to the Australian Taxation Office.

Legislation introducing a single global standard on the collection, reporting and exchange of financial account information on foreign tax residents (CRS) took effect on 1 July 2017. Under CRS, we may collect and report to the ATO account information on non-residents. The CRS regime applies to 70 jurisdictions. For new accounts for non-Australian investors, we may collect additional information about the investor's residence and taxpayer identification.

Fund Application Form



### **Enquiries**

Mon-Fri 8.30am- 5pm (AEST) clientservices@copiapartners.com.au 1800 442 129 or +61 3 9602 3199



# Application Form

# **OC Dynamic Equity Fund**

October 2021 | ARSN: 098 644 681

## Instructions

- Please ensure you have read and understood the current PDS for the OC Dynamic Equity Fund ARSN 098 644 681 (Fund) before applying for units in the Fund. The PDS is available on our website, from your financial adviser or by contacting Copia Investment Partners Ltd (the Responsible Entity or the RE). The law prohibits any person passing this Application Form on to another person unless it is accompanied by a complete PDS. The PDS will be updated from time to time.
- Each applicant must complete both the Application Form and Copia Identification Form. The Copia Identification Form is included at the back of this application pack. In addition, supporting identity documents are required for verification purposes. More information will be provided throughout the Form.
- Applications may be rejected where changes have been made and not initialed by all parties, or where corrective tape has been used.
- All applicants should begin at Section 1 and complete the Form(s) in block capitals where possible.

Appl	ication checklist
	Application Form
	Copia Identification Form (included in this application pack)
	Originally certified identity documents
	If funding by EFT, copy of bank transfer receipt
$\rightarrow$	Return forms and documents to:
	Post: Copia Investment Partners, GPO Box 804, Melbourne, Vic 300
	Email: conia transactions@unitregistry.com au

Section 1   Invest	or type		Section 2   Account set-up	
Individual or joi	nt investors  nes of all investors		2.1 Do you have an existing (open Investment Partners?  No go to Section 3  Yes go to 2.2	) account with Copia
Trust with indiv provide the nan	idual trustee nes of the trustee(s) and the trus	st	2.2 Tick one relevant box  I am making an investment  I would like to add this function provide the investor number Investment Partners to see Form is still required	I to an existing account
Trust with corporate provide the nan	orate trustee nes of the trustee and the trust		I am making an investment person(s), but would like an designation required - provand chosen designation belonger than the still required	nother investor number vide the investor number ow and contact Copia
Company provide the nan  Other entity specify the type	ne of the company		Section 3   Investment details  3.1 Investment details  Minimum investment is \$20,000.	lf you do not select a
	,		distribution preference, distribution	Investment Amount
provide the nan	ne of the entity		OC Dynamic Equity Fund	\$
	leted the application form, you a		Distribution preference  Pay to bank account  Reinvest	%
Investor Type	Copia Identification Form	Page	Remvest	
Individual or joint investors	Individual and joint investors	6	3.2 Please indicate the source of savings	funds being invested superannuation
Trusts (including SMSFs)	Trusts and trustees	8	investment	donation/gift
Companies	Australian and Foreign Companies	13	inheritance commission	normal course of business asset sale
Other entities (e.g. Associations)	Other entities	See below <sup>1</sup>	other:	

<sup>1</sup>Available by contacting Copia

# Section 4 | Payment method 4.1 Select payment method Applications made by cheque and direct-debit will not be processed until the funds have cleared. Domestic bank accounts only. Funds will be debited from the account provided in Section 5. Direct-Debit By ticking this box you are confirming you agree to the direct-debit terms and conditions2 Account Name: Cheque NNL ANF Copia Investment Partners Ltd -Copia Application Account Account Number: **Account Name:** 717-649-704 NNL ANF Copia Investment **EFT** Partners Ltd - Copia BSB: Application Account 083-043 Investor name or number Biller Code: 339408 **BPAY®** Ref: Investor number — You can make an investment by BPAY using your financial institution's phone or internet banking service\*. You will need to quote your Reference Number and the Biller Code corresponding to the Fund you are investing in. Reference Number: If you select BPAY for your initial investment, a Copia Client Services team member will contact you once we receive your application form to advise your Investor Number to enable you to make your payment.

<sup>2</sup> I/We request and authorise OneVue Fund Services Pty Limited ABN 18 107 333 308 (User ID 411595) to arrange, through its own financial institution, a debit to the nominated account as deemed payable by OneVue. I/we understand and agree to the terms and conditions governing the debit arrangements between me/us and OneVue Fund Services Pty Ltd, as set out in the Request and in the Direct Debit Request Service Agreement, a copy of which is available at onevue.com.au.

additional investments

Your Investor Number can be used as your Reference Number for your initial and/or any

<sup>3</sup>You acknowledge that you can make extra payments to your existing account through Bpay quoting the Trust Biller code and specific account number for extra units without completing an application for additional investments. Further, you agree that if the applicant has changed from the date of your original application, you will provide updated information to us. Units will be allotted to the account number quoted in the Bpay reference and will be effective on the day the funds are credited to the receiving bank account per the Bpay payment report. This is typically the business day after payment is made but timing may vary between banks. Banking business day means a day on which banks in Sydney and Melbourne are able to effect settlement through the Reserve Bank of Australia.

### Section 5 | Bank details

5.1 Provide your bank details for withdrawals Include the full name of the account. We cannot make payments to third-parties. For trusts, we can only make payment to the trust, not the trustee. If you elected to fund the investment by direct-debit, the funds will be debited from this account. Direct-debit is only available for domestic bank accounts. If you elected to receive your distributions in cash, payment will be made to these details.

Account name	
Account number	BSB
Financial institution name ar	nd branch name
Additional information for fo	oreign bank accounts
SWIFT/BIC	ABA/FED (US)
IBAN (EU)	

# Section 6 | POA or Margin Lender

If you are acting as power of attorney or agent for the investor, or the investment is being made as part of a margin lending arrangement, complete your details below. You will need to supply the following along with the application:

- Originally certified POA or client agreement
- Copia Identification Form for the POA/agent/margin lender, in addition to the Copia Identification form for the investor.

Phone
Email
Postal address
Select your preferred correspondence method:

Post

Email

Section 7   Investor contact details	Section 8   Other contacts
Provide contact details for the investor(s).  If you are an adviser, agent, or POA, do not complete your	If you would like someone other than your financial adviser to receive copies of correspondence (e.g. your accountant or a
details in this section.	family member), provide their details below <sup>6</sup> .
7.1 Investor contact 1	Company or name
Title Date of birth	Phone
Name	Email
Phone	Postal address
Email	
Postal address	Select your preferred correspondence method:
	Email Post
Select your preferred correspondence method:	
Email Post No correspondence <sup>4</sup>	Section 9   Adviser
Set-up Online Access for this investor? <sup>5</sup>	To be completed by your adviser.
Yes No	9.1 If you already have an adviser code, provide your details below. If you do not have an adviser code, complete Section 9.2
7.2 Investor contact 2	Adviser code
Title Date of birth	Adviser name
Name	9.2 New advisers
Phone	Dealer group
Email	Adviser name
Postal address	Email
	Phone
Select your preferred correspondence method:	Address
Email Post No correspondence <sup>4</sup>	
Set-up Online Access for this investor? <sup>5</sup>	AFSL Authorised rep number
Yes No	
<sup>4</sup> Statements are available for download in the investor portal at copiapartners.com.au. You can also use this option if you have an adviser/agent who collects correspondence on your behalf.	9.2 Select your preferred correspondence method:    Brail   Post   No correspondence   Post   Post
<sup>5</sup> For security purposes, registration instructions will be sent by post to the address provided.	9.3 Adviser signature
<sup>6</sup> You authorise Copia to provide information and statements on the status of your investment to your nominated account contacts. Contacts cannot change your details or sign any instructions (such as redemptions) on your	Adviser signature
behalf.	Name
	Date

Section 10   Your investment objectives	10.5 What is your anticipated frequency of withdrawals?
In relation to our Design and Distribution Obligations (DDO) under the Corporations Act, we seek the following information	Daily
about your attributes as an investor. Failure to complete	Weekly
the questions below may result in delays in processing your	Monthly
application.	Out wheels
10.1 What is your primary investment objective?	Quarterly
10.1 What is your primary investment objective:	Annually or longer
Capital growth	
(increased value of your investment over time)	10.6 Have you received advice prior to applying to invest in
Capital preservation	this Fund?
(preserving the value of your investment and preventing loss)	I/We have received personal advice in relation to my
Capital guaranteed	investment in this fund (Financial product advice that
(shielding your investment from any losses)	has been given to you by a person who has considered
	one or more of your investment objectives)
Income distribution	I/We have received general advice in relation to my
(receiving regular income from your investment)	investment in this fund (Financial product advice that
10.2 What is the intended use of this Fund in your	has been given to you but has not been tailored to your
investment portfolio?	personal circumstances or investment objectives)
	I/We have not received advice in relation to my
Solution/standalone	investment in this fund
	investment in this fund
(your primary investment- 75%-100% of portfolio)	mvestment in this fand
(your primary investment- 75%-100% of portfolio)  Core component	
	Note: Acceptance of your application should not be taken
Core component  (a large proportion of your investment- 25%-75% of portfolio)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation	Note: Acceptance of your application should not be taken
Core component  (a large proportion of your investment- 25%-75% of portfolio)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)  10.4 What is your tolerance for risk/return?	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)  10.4 What is your tolerance for risk/return? (How much of a loss you are willing to tolerate within your	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)  10.4 What is your tolerance for risk/return?	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)  10.4 What is your tolerance for risk/return? (How much of a loss you are willing to tolerate within your portfolio when assessed against the possibility of greater returns)	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your
Core component (a large proportion of your investment- 25%-75% of portfolio)  Satellite/small allocation (a small part of your investment- less than 25% of portfolio)  10.3 What is the intended investment timeframe?  Short term (two years or less)  Medium term (more than 2 years)  Long term (more than 8 years)  10.4 What is your tolerance for risk/return? (How much of a loss you are willing to tolerate within your portfolio when assessed against the possibility of greater	Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your

## Section 11 | Declaration

By signing this form, you acknowledge and declare:

- I/we have carefully read and understood the latest Product Disclosure Statement in its entirety and agree to be bound by the constitution of the Fund and the PDS as supplemented, replaced or re-issued from time to time.
- I/We acknowledge that investment in the Fund is subject to investment risk, including possible delays in repayment and loss of income or capital invested and that Copia does not guarantee the performance of the Fund, nor any particular rate or return for the Fund, nor repayment of capital from the Fund.
- -I/We acknowledge that application monies will be held in a non-interest-bearing account until applied to the Fund or returned to me/us.
- I/We authorise that Copia can provide information on the status of my/our investment to my/our nominated financial adviser, agent or account contacts.
- Copia Investment Partners Ltd as RE is required to comply with the anti-money laundering laws and I/we undertake to provide them with such additional information or documentation as may be requested of me/us, from time to time, to ensure compliance with such requirements.
- Monies deposited or debited are not associated with crime, terrorism, money laundering or terrorism financing, nor will monies received from my/our account have any such association.
- I/We have received and accepted the offer in the PDS in Australia.
- I/We have legal power to invest.
- I//We have all regulatory approvals required in Australia and any other relevant jurisdiction to hold units.
- I/We understand that an investment in the Fund or the acquisition of units does not represent an investment in or a deposit or other liability of Copia Investment Partners Ltd or its related entities.
- I/We have relied on my/our own independent investigation, enquiries and appraisals, and have obtained or have had the opportunity to obtain legal, accounting, tax and financial advice, in connection with the Fund before deciding to subscribe for units.
- If this Application Form is signed under power of attorney, I/we have no knowledge of the revocation of that power of attorney.
- If this is a joint application, our investment is as joint tenants, unless otherwise indicated on this application.
- If this is a joint application, each of us is able to operate our investment in the Fund and is able to bind the other(s) to any transaction including investments or withdrawals by any available method, unless otherwise indicated in this application.
- My/our personal information will be collected, used and disclosed on terms described in the PDS.
- I/We will provide Copia or its nominees any information that they reasonably require in order to enable Copia to meet its compliance, reporting and other obligations under FATCA and CRS and all associated rules and regulations from time to time, and that Copia or its agents may disclose such information to the ATO which may in turn disclose the information to the Internal Revenue Service of the USA.
- If I/we or our nominee have provided information about my/our status or designation under or for the purposes of FATCA (including, without limitation, USA residency or citizenship status and FATCA status as a particular entity type) and all associated rules and regulations, that information is true and correct and Copia will treat that information as true and correct without any additional validation or confirmation being undertaken by Copia except where it has a legal obligation to do so.

# Section 12 | Signing instructions

# Companies and corporate trustees:

As per the authorised signature list, or, two directors, or one director and one company secretary, except where the sole director is also the sole company secretary.

### Individual trustees:

All trustees must sign.

### Individual or joint holding:

All investors must sign.

# Other entities:

As per the authorised signatory list.

### Power of attorney:

As set out in the POA agreement.

### Please indicate who can sign future instructions:

Such as transactions, including (but not limited to) additional
investments, withdrawals, and change of details. If no selection
is made, a minimum of two signatures will be required. This
selection does not apply for a POA.
any one director/holder/trustee
any two directors/holders/trustees
all signatures that appear below

as per the authorised signature list supplied (you are obligated to keep this updated)

Signature	
Name	
Position	Date
Signature	
Name	
Position	Date



### **Enquiries**

Mon-Fri 8.30am- 5pm (AEST) clientservices@copiapartners.com.au 1800 442 129 or +61 3 9602 3199

# Investor Identification Form

# Individual and joint investors

- Complete this identification form in block letters.
- Complete details for each individual investing. If there are more than three individuals, complete an additional form.
- Make copies of your ID document(s) and arrange for them to be certified.
- Attach this form and your ID documents to your application form before you send it to us.
- If this form has been requested separately to your initial application, return to copia\_transactions@unitregistry.com.au

Section 1   Individual/joint applicant 1	Section 2   Individual/joint applicant 2
1A - Personal details	2A - Personal details
Title Date of birth Surname	Title Date of birth Surname
Given name	Given name
Residential address	Residential address
1B - Tax Information	2B - Tax Information
Without your TFN, or exemption, withholding tax may be deducted from your distributions.	Without your TFN, or exemption, withholding tax may be deducted from your distributions.
Are you an Australian tax resident?  No  Yes, my TFN is:	Are you an Australian tax resident?  No  Yes, my TFN is:
Are you a citizen or resident of the US, or any other foreign country for tax purposes?  No¹	Are you a citizen or resident of the US, or any other foreign country for tax purposes?  No¹
Yes, my TIN is:  Country:	Yes, my TIN is:  Country:

<sup>1</sup>If you do not have a TIN, please state the reason. We may contact you for further information. Foreign residents without a TIN may not be accepted into the Fund.



# Section 3 | Individual/joint applicant 3 Section 4 | Declaration 3A - Personal details By completing and signing this form: you acknowledge that you have read and understood this form Date of birth Title you confirm this form is complete and accurate if you have applied for but not received your TIN, you Surname undertake to inform us within 30 days of receiving it Given name you undertake that if information in this form changes, you will tell us within 30 days Residential address It is a condition of investing that you keep your details (including tax details) with us, up to date. You agree to update us if the information in this form changes. Signature 3B - Tax Information Without your TFN, or exemption, withholding tax may be Name deducted from your distributions. Position Are you an Australian tax resident? Date No Signature Yes, my TFN is: Name Are you a citizen or resident of the US, or any other foreign Position country for tax purposes? Date $No^1$ Signature Yes, my TIN is: Name Country: Position Date

# Section 5 | Identity documents

Each individual or joint investor must provide an originally certified copy of their passport or drivers license along with the Application Form and ID Form. Your photo, personal details and signature must be clear. All documents must be valid (not expired), with the exception of an Australian passport which may have expired in the preceding two years. Documents not meeting the requirements set out may be rejected which could delay your application. If you do not have the documents listed above, please contact our Client Services team. Please be advised that further documents may be requested before your application can be processed.

All documents must be originally certified, i.e. 'wet' signature. The certification must include the following information, or the documents may be rejected:

- Name and date
- Position and company
- Contact details
- Registration or license number, if any

For a list of acceptable certifiers, please see www.copiapartners.com.au/acceptable-certifiers



### **Enquiries**

Mon-Fri 8.30am- 5pm (AEST) clientservices@copiapartners.com.au 1800 442 129 or +61 3 9602 3199

# Investor Identification Form

# **Trusts and trustees**

- Complete this identification form in block letters.
- Corporate trustees complete sections 1-2 and 4-6, individual trustees complete sections 1 and 3-6.
- Make copies of your ID document(s) and arrange for them to be certified.
- Attach this form and your ID certified documents to your application form before you send it to us.
- If this form has been requested separately to your initial application, return to copia\_transactions@unitregistry.com.au

Section 1   FATCA and CRS¹	9
If you answer yes to any of the following questions, you must complete the Tax Information Form, available by contacting Copia directly.	F
If you have any questions about the terminology, or are unsure of any of the answers, consult a legal or accounting professional.	A
1.1 Is the trust or trustee investing as, for, or on behalf of a US or any other foreign company or entity?	F
No Yes - complete a Tax Information Form <sup>2</sup>	P
1.2 Is the trust or trustee a 'financial institution'?  No  Yes - complete a Tax Information Form <sup>2</sup>	
1.3 Are any of the following individuals a US citizen or resident, or citizen or resident of any other foreign country for tax purposes?	5
<ul> <li>beneficiaries or individual trustees</li> <li>directors of the corporate trustee</li> <li>beneficial owners of the trust or trustee</li> </ul>	P
controlling persons of the trust or trustee      No  Yes - complete a Tax Information Form <sup>2</sup>	S h

Section 2   Corporate trustee		
Section 2A - Details		
Full name of company		
ACN		
Nature of business		
Registered address		
Principal place of business:		
Same as above OR		
Section 2B - Directors		
Provide the full names of the directors of the company		

<sup>1</sup>The Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) are regulatory requirements. The Australian Government has an agreement which means we must ask you, and you must answer, these questions. Information we gather is reported to the Australian Taxation Office (ATO) and in turn to global tax authorities.

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<sup>&</sup>lt;sup>2</sup> Tax Information Forms are available at copiapartners.com.au



Section 2C - Type of company	Beneficial owner/controlling person of the trustee 1
Tick all that apply and answer the corresponding questions:	Tick one: Beneficial owner Controlling person
Listed company, or a majority-owned subsidiary of a listed company  Name the exchange/market and company code	Title Date of birth Surname  Given name
2 Regulated company (e.g. AFSL holder)  Name the regulator	Residential address
Provide the license number	Are you an Australian tax resident?  No Yes, my TFN is:
3 Foreign company  Country of formation	Beneficial owner/controlling person of the trustee 2  Tick one: Beneficial owner Controlling person
Provide the ARBN if the company is ASIC registered	Title Date of birth Surname
Identification number issued by local registration body	Given name
4 Private company	Residential address
5 Public company, not listed or regulated	Are you an Australian tax resident?
If you did not tick boxes 1 or 2, go to section 2D.  If you ticked boxes 1 or 2, go to section 4	No Yes, my TFN is:
Section 2D - Beneficial owners of the trustee	Beneficial owner/controlling person of the trustee 3
For unregulated and unlisted companies, we require the name and address of:  each beneficial owner- e.g. any person who owns through one or more shareholdings more than 25% of the issued	Tick one:  Beneficial owner  Controlling person  Title  Date of birth  Surname
<ul> <li>capital of the company; and</li> <li>any persons who are entitled to exercise 25% or more of the company's voting rights or persons who ultimately control (directly or indirectly) the company ('controlling persons').</li> </ul>	Residential address
Please list their details in the next column. If there are more than three of these individuals, please write down their details on a separate piece of paper and initial it before submitting it along with this form.	Are you an Australian tax resident?  No Yes, my TFN is:



Section 3   Individual trustees	Section 4   Trust
Complete the details of the individual trustees.	Section 4A - Type of trust
If there are more than three trustees, complete their details on	Name of trust
a separate piece of paper and initial it before submitting it along with this form.	
Individual trustee 1	
Title Date of birth Date of birth	TFN or exemption code <sup>2</sup>
Surname	
Given name	Confirm the type of trust (tick one)
Residential address	Superannuation fund
	Provide the ABN and go to Section 5
Are you an Australian tax resident?	Unregulated (e.g. family, discretionary, unit, charitable)
No Yes, my TFN is:	Confirm type of trust and go to Section 4B
Individual trustee 2	Registered managed investment scheme
Title Date of birth	Provide the ARSN and go to Section 5
Surname	
Given name	Government superannuation fund
Residential address	Name the Act establishing the fund and go to Section 5
	Trust regulated by a foreign body
Are you an Australian tax resident?	Name the regulator and country and go to Section 4B
No Yes, my TFN is:	
	Other regulated trust
Individual trustee 3	Provide the ABN/license number and regulator, and go to  Section 5
Title Date of birth Date of birth	
Surname	
Given name	
Residential address	<sup>2</sup> Without a TFN, or exemption, withholding tax + medicare levy may be
	deducted from your distributions.
Are you an Australian tax resident?	
No Yes, my TFN is:	



Section 4B - Trust details	Beneficial owner/controlling person of the trust 1
Complete this section if you are an unregulated trust (e.g. family	Tick one: Beneficial owner Controlling person
or discretionary trust), or a foreign trust	Title Date of birth Date of birth
Do the terms of the trust identify the beneficiaries by reference to membership of a class? (e.g. family members)	Surname
Yes  Provide the name of the class(es)	Given name
	Residential address
No	
Provide the full names of the beneficiaries	
	Are you an Australian tax resident?
	No Yes, my TFN is:
	Beneficial owner/controlling person of the trust 2
	Tick one: Beneficial owner Controlling person
If applicable, provide the name of the appointer of the trust (not all trusts have an appointer)	Title Date of birth Date of birth
	Surname
If applicable, provide the name of the settlor	Given name
(not required if the material asset at the time the trust was	Residential address
established was less than \$10,000, or if the settlor is deceased)	Residential address
Section 4C - Beneficial owners of the trust	Are you an Australian tax resident?
We require the name and address of the:	No Yes, my TFN is:
Beneficial owners of the trust  Controlling paragraph of the trust	
Controlling persons of the trust	Beneficial owner/controlling person of the trust 3
If the beneficial owners or controlling persons of the trust are also the individual trustees, beneficial owners, or	Tick one: Beneficial owner Controlling person
controlling persons of the corporate trustee, and their	Title Date of birth Date of birth
details have already been provided in this form, tick this	Surname
box and confirm their name and position below and go to Section 5.	Given name
	Residential address
	Are you an Australian tax resident?
If details of the beneficial owners or controlling persons have not	No Yes, my TFN is:
been provided previously in this form, complete their details in	
the next column.	



# Section 5 | Declaration

By completing and signing this form:

- you acknowledge that you have read and understood this form
- you confirm this form is complete and accurate
- you undertake that if information in this form changes, you will tell us within 30 days
- It is a condition of investing that you keep your details (including tax details) with us, up to date. You must update us if the information in this form changes.

Signature	
Name	
Position	
Date	
C:	
Signature	
Name	
Position	
Date	

# Section 6 | Supporting documents

Documents must be provided from both Column A and Column B.

All documents must be legible, and photos must be clear. Photo ID must be government issued. All documents must be valid (not expired), with the exception of an Australian passport which may have expired in the preceding two years. Documents in a foreign language must be translated and the translation must be originally certified.

All documents must be originally certified<sup>1</sup>, i.e. 'wet' signature. The certification must include the following:

- Name and date
- Position and company
- Contact details
- Registration or license number, if any

Further documents may be requested before your application can be processed. Documents not meeting the requirements set out may be rejected.

### **COLUMN A- Trust**

For superannuation funds, registered managed investment schemes and other regulated trusts (except for foreign trusts):

 A printout of a search conducted on the relevant regulator's website verifying the trust. (e.g. superfundlookup.gov.au)
 OR originally certified copy deed/deed extract

For unregulated or foreign trusts, such as family, discretionary, unit or charitable trusts:

Originally certified copy deed or deed extract containing at least the name of the trust, the trustees and the schedule containing the names of each beneficiary or details of the class of beneficiaries

### **COLUMN B- Trustee**

### Individual trustee

Each individual must provide an originally certified copy of their passport or drivers license

### Corporate trustee

For unlisted and unregulated companies:

- Originally certified company extract
- Originally certified photo ID document for each of the beneficial owners and controlling persons
- Originally certified photo ID document for the signatories
- Optional Originally certified authorised signatory list, with originally certified photo ID document for the certifier if the certifier is internal (a signatory can not be the certifier)

### For listed or regulated companies:

- Certificate of incorporation
- Originally certified authorised signatory list, with originally certified photo ID document for the certifier if the certifier is internal (a signatory can not be the certifier)

### Foreign companies

Copia may request additional documents for foreign companies. Please contact Copia Client Services if you would like more information.

<sup>1</sup>For a list of acceptable certifiers, please see: www.copiapartners.com.au/acceptable-certifiers

Copia Identification Form



### **Enquiries**

Mon-Fri 8.30am - 5pm (AEST) clientservices@copiapartners.com.au 1800 442 129 or +61 3 9602 3199

# Investor Identification Form

# **Australian and foreign companies**

- This form is for Australian and foreign companies who are not acting in the capacity of trustee. Trustees should complete the Trust and Trustees Identification Form.
- Make copies of your ID document(s) and arrange for them to be certified.
- Complete this identification form in block letters.
- Attach this form and your ID certified documents to your application form before you send it to us.
- If this form has been requested separately to your initial application, return to copia\_transactions@unitregistry.com.au

Section 1   FATCA and CRS¹	Section 2   Company information
If you answer yes to any of the following questions, you must	2A - Details
complete the Tax Information Form available at copiapartners.com.au or contact us directly.	Full name of company
If you have any questions about the terminology, or are unsure of any of the answers, consult a legal or accounting professional.	ACN Nature of business
Is the trust or trustee investing as, for, or on behalf of a US or any other foreign company or entity?  No	Registered address
Yes - complete a Tax Information Form	Principal place of business:
Is the trust or trustee a 'financial institution'?  No	Same as above OR provide address below
Yes - complete a Tax Information Form	
Are any of the following individuals a US citizen or resident, or	
citizen or resident of any other foreign country for tax purposes?	
directors of the company	2B - Directors
<ul><li>beneficial owners of the company</li><li>controlling persons of the company</li></ul>	Provide the full names of the directors of the company
No	
Yes - complete a Tax Information Form	

<sup>1</sup>The Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) are regulatory requirements. The Australian Government has an agreement which means we must ask you, and you must answer, these questions. Information we gather is reported to the Australian Taxation Office (ATO) and in turn to global tax authorities.



Section 2   continued	Section 3   continued
2C - Company type	Beneficial owner/controlling person 1
Tick all that apply and answer the corresponding questions  1 Listed company, or a majority-owned subsidiary of a listed company  Name the exchange/market and company code	Tick one: Beneficial owner Controlling person  Title Date of birth Surname  Given name
2 Regulated company  Name the regulator  Provide the license number	Residential address  Are you an Australian tax resident?
Foreign company  Country of formation	No Yes, my TFN is:  Beneficial owner/controlling person 2  Tick one: Beneficial owner Controlling person
Identification number issued by registration body  ARBN (if registered with ASIC)	Title Date of birth Surname  Given name  Residential address
4 Private company 5 Public company, not listed or regulated  If you did not tick boxes 1 or 2, go to section 3.  If you ticked boxes 1 or 2, go to section 4	Are you an Australian tax resident?  No Yes, my TFN is:
<ul> <li>Section 3   Beneficial owners</li> <li>For unregulated and unlisted companies, we require the name and address of: <ul> <li>each beneficial owner- e.g. any person who owns through one or more shareholdings more than 25% of the issued capital of the company; and</li> <li>any persons who are entitled to exercise 25% or more of the company's voting rights or persons who ultimately control (directly or indirectly) the company ('controlling persons').</li> </ul> </li> <li>Please list their details in the next column. If there are more than three of these individuals, please write down their details on a separate piece of paper and initial it before submitting it along with this form.</li> </ul>	Beneficial owner/controlling person 3  Tick one: Beneficial owner Controlling person  Title Date of birth Surname  Given name  Residential address  Are you an Australian tax resident?  No Yes, my TFN is:



# Section 4 | Declaration

By completing and signing this form:

- you acknowledge that you have read and understood this form
- you confirm this form is complete and accurate
- if you have applied for but not received your TIN, you undertake to inform us within 30 days of receiving it
- you undertake that if information in this form changes, you will tell us within 30 days
- It is a condition of investing that you keep your details (including tax details) with us, up to date. You agree to update us if the information in this form changes.

Please indicate the capacity in which the form is signed. The form must be signed by two directors, or one director and the company secretary, except in the case there is a sole director.

Signature	
Name	
Position	
Date	
Signature	
Name	
Position	
Date	

# Section 5 | Supporting documents

All documents must be legible, and photos must be clear. Photo ID must be government issued. All documents must be valid (not expired), with the exception of an Australian passport which may have expired in the preceding two years. Documents in a foreign language must be translated and the translation must be originally certified.

All documents must be originally certified<sup>1</sup>, i.e. 'wet' signature. The certification must include the following:

- Name and date
- Position and company
- Contact details
- Registration or license number, if any

Documents not meeting the requirements set out may be rejected. Further documents may be requested before your application can be processed.

# For unlisted and unregulated companies:

- Originally certified company extract
- Originally certified photo ID document for each of the beneficial owners and controlling persons
- Originally certified photo ID document for the signatories
- Optional Originally certified authorised signatory list, with originally certified photo ID document for the certifier if the certifier is internal (a signatory can not be the certifier)

### For listed or regulated companies:

- Certificate of incorporation
- Originally certified authorised signatory list, with originally certified photo ID document for the certifier if the certifier is internal (a signatory can not be the certifier)

# Foreign companies

Copia may request additional documents for foreign companies. Please contact Copia Client Services if you would like more information.

<sup>1</sup>For a list of acceptable certifiers, please see: www.copiapartners.com.au/acceptable-certifiers