



**Mutual Limited**

# **Mutual High Yield Fund**

## **PRODUCT DISCLOSURE STATEMENT**

**Responsible Entity**  
**Mutual Limited**  
**ABN 42 010 338 324**  
**AFSL 230347**

**This Product Disclosure Statement, ARSN 629 799 122, was issued on 24 December 2018.**

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## Important Information

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Mutual Limited, ABN 42 010 338 324 ("**Mutual**"), is the issuer of this Product Disclosure Statement ("**PDS**") and the Responsible Entity of the Mutual High Yield Fund ("**the Fund**").

The offer made in this PDS is subject to the terms and conditions described in this PDS, available to persons receiving an electronic PDS within Australia. This PDS does not constitute an offer or invitation in any place where, or to any person to whom, it would not be lawful to make such an offer or invitation. The distribution of this PDS including being made accessible on the internet or any computer network, in jurisdictions outside Australia may be subject to legal restrictions. Therefore, any person residing outside Australia who receives or accesses this PDS should seek independent legal advice and should comply with any local laws as the failure to do so may constitute a breach of securities laws.

You should rely only on the information set out in this PDS.

The information in this PDS does not constitute personal advice. This PDS does not take into account the objectives, financial situation or needs of any particular investor. You should read this PDS carefully and assess whether the Fund is suitable for you in light of your objectives, financial situation and needs. You may wish to obtain advice from a Financial Adviser before making an investment decision.

Initial applications can only be made on the Application Form attached to the PDS or an Application Form that is accompanied by an electronic version of the PDS available from Mutual's website at [www.mutualld.com.au](http://www.mutualld.com.au). Details of where to lodge the Application Form and the methods of payment are set out in the Application Form.

A copy of the Mutual High Yield Fund Constitution ("**Constitution**") governing the Fund and further information may be obtained by contacting Mutual at the address or telephone number shown on page 6.

If you have received this PDS and Application Form from the internet or other electronic means and would like a printed copy, you will be sent one free of charge on request.

Neither Mutual, nor its respective officers, guarantees the success or performance of the Fund, the repayment of capital, or any particular rate of capital or income return. Investments in the Fund are subject to investment risks as disclosed in this PDS.

Mutual reserves the right to change the terms and conditions relating to the offer set out in this PDS.

Certain provisions in this PDS are as defined in the Glossary in Section 9 (page 21).

In this PDS, references to the Responsible Entity, we, us, or our, refer to Mutual.

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# 1. About the Fund

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## The Fund

The Fund is a managed investment scheme established under the Fund's Constitution. The Fund is designed for direct wholesale and retail investors, and clients of Investor Directed Portfolio Schemes ("IDPS") and IDPS-like schemes ("Schemes") ("Scheme Investors"). The Fund features:

- a strategy to achieve positive returns in rising and falling markets;
- regular income distributions;
- limited liquidity;
- capital stability;
- access to high yielding assets; and/or
- access to securities not usually available to direct investors.

The Fund is denominated in Australian Dollars (AUD) and has;

- a low interest rate risk;
- a distribution reinvestment option;
- monthly liquidity to fund redemption with one month's notice; and
- credit exposure to growing markets.

## Fund Investment Objectives

The Fund's objective is to source and actively manage a portfolio of high yielding credit securities, delivering a high running yield with capital stability. The Investment Manager will use its skill and expertise to identify and execute opportunities that offer an attractive risk/return trade off.

The benchmark is the Bloomberg Ausbond Bank Bill Index ("Benchmark") and the target return is Benchmark + 4.50%.

## Investments and Exposure Guidelines

The Fund invests in a full range of fixed income products and credit instruments including, but not limited to, asset backed securities, credit notes, preference shares, bank loans, and corporate loans in over the counter and private debt markets.

## The Fund Structure

The Fund is a managed investment scheme established by the Fund's Constitution and registered by the Australian Securities and Investments Commission ("ASIC") on 16 November 2018. The Constitution establishes the Fund as a trust, appoints and sets out the powers of the Responsible Entity, how Fund interests are divided into units, the rights of investors, applying for and redeeming units, calculating unit issue and redemption prices, the entitlement to and calculation of distributions, fees and expenses, custody and valuation of assets and other matters including liability, audit, meetings, registers and amending the Constitution.

Once it receives and approves investors' subscriptions, the Responsible Entity issues units which entitle investors to a share in the income and assets of the Fund, in proportion to their holdings.

The Fund is designed for wholesale and retail investors, and is suitable for investors seeking an investment that has the following features:

- a fund denominated in Australian Dollars (AUD);
- low interest rate risk;

- strong returns in both rising and falling markets;
- regular income distributions;
- a distribution reinvestment option;
- monthly liquidity to fund redemption with one month's notice; and
- credit exposure to growing markets.

### **Liquidity**

The Fund is expected to be illiquid in normal market conditions. It will not be liquid within the meaning of section 601KA(4) of the Corporations Act as it will hold less than 80% of the value of scheme property in liquid assets, that is assets that the Responsible Entity reasonably believes can be realised within 12 months.

### **Derivatives**

The Fund may use derivatives from time to time for hedging purposes. For a derivative strategy to be implemented, we will have a strong view on the market and the outcome of the strategy. The Fund does not use derivatives to gear the portfolio or obtain leverage of any kind.

### **Leverage**

The Fund will not be leveraged.

### **The Responsible Entity - Mutual Limited**

Mutual is the Responsible Entity of the Fund and referred to in this PDS as the Responsible Entity.

As the Responsible Entity, Mutual is responsible for the operation, investment, management and administration of the Fund and has appointed an Administrator and Custodian as described below to provide services to the Fund.

Mutual is also the Responsible Entity for 3 other registered managed investment schemes, the oldest was established in March 2004.

Mutual is the holder of Australian Financial Services licence No: 230347.

### **The Investment Manager - Mutual Limited**

Mutual is an independently owned investment manager and investment adviser with funds under management ("**FUM**") and funds under advice ("**FUA**") currently exceeding \$2.7 billion, including \$1.4 billion in 2 similarly managed investment schemes. Mutual's investment management and advisory operations cover short term securities, fixed interest, credit, debt origination and Australian shares.

Mutual also manages and advises a range of clients under tailored investment management agreements, including for APRA supervised institutions. Mutual has an experienced team of investment managers/advisers and support professionals including a Compliance Committee comprising a majority of independent persons with extensive experience in the investment industry.

### **The Administrator - Austock Financial Services Pty Ltd**

Austock Financial Services Pty Ltd ("**Austock**") ABN 51 053 513 438 is the Administrator of the Fund appointed by Mutual to provide:

- investment and Fund accounting;
- unit pricing Fund administration services;
- the services of an administration manager; and
- supporting accounting and administration team.

Austock has not independently verified the information contained in this PDS and accordingly accepts no responsibility for the accuracy or completeness of this information. Austock does not guarantee the success or performance of the Fund, nor the repayment of capital or any particular rate of capital or income return.

### **The Custodian - Sandhurst Trustees Limited**

Sandhurst Trustees Limited ("**Sandhurst**") ABN 16 004 030 737, AFSL 237906 is the Custodian of the Fund appointed by Mutual to hold the assets of the Fund. Sandhurst has not independently verified the information contained in this PDS and accordingly accepts no responsibility for the accuracy or completeness of this information. Sandhurst does not guarantee the success or performance of the Fund, nor the repayment of capital or any particular rate of capital or income return.

### **Obtaining More Information about the Fund**

After reading this PDS, you may have further questions. Mutual will be happy to provide the information that you seek to assist you in making your investment choice. If you have received this PDS and Application Form from the internet or other electronic means and would like a printed copy, Mutual will send one to you, free of charge, on request. Our contact details are as follows:

Phone	(03) 8681 1900 (8:30 am to 5:00 pm EST)
Facsimile	(03) 9670 6446
Email	mutual@mutualltd.com.au
Website	www.mutualltd.com.au
Address	Level 12, 15 William Street Melbourne Vic 3000

### **Labour Standards and Environmental, Social and Ethical Considerations**

Decisions about where the Fund will invest are based on economic and valuation factors. The Responsible Entity does not take into consideration labour standards and environmental, social or ethical considerations in its investment decisions for ethical or moral reasons. The Responsible Entity's assessment of economic and valuation criteria for an investment could be informed by a number of factors, which might include labour standards and environmental, social or ethical considerations.

### **How the Fund Invests**

The Fund will invest in a range of fixed interest securities, predominately accessing credit securities to provide alpha returns.

The Fund's Constitution allows investment in a range of credit instruments, usually with the following characteristics:

- investment, non-investment grade and unrated;
- denominated in AUD, with potential exposure to non-AUD assets;
- low credit and interest rate duration;
- actively managed to identify risks;
- use of derivatives to manage risk only;
- regular interest payments; and/or
- a focus on capital protection.

### **Interest Rate Duration and Credit Duration.**

Interest rate duration will be low and usually less than 90 days

The Fund will limit the weighted average credit duration to less than 5 years.

## 2. Key Features

Your investment <sup>1</sup>		Risk	
Minimum initial Investment Amount	\$20,000	Profile	Medium to high
Minimum additional investment	\$5,000	Minimum Investment Time Frame	3 years
Minimum redemption	\$5,000	Fees and Other Costs	
Minimum balance	\$20,000	Entry fee	Nil
Redemption of Units	Monthly	Exit fee	Nil
Your Income Distributions		Total Management Cost <sup>2</sup>	1.00% p.a.
Quarterly via re-investment or investors may elect to receive distributions to their nominated bank account		Buy/Sell spread	0.00%/0.10%
Reporting		Unit Pricing	
Quarterly income distribution statements with annual tax information statements		Frequency	Daily

## 3. Benefits

The benefits of investing in the Fund include:

<i>Security:</i>	The Fund will focus on capital preservation.
<i>Diversification:</i>	The Fund will be diversified as to a range of issuers and maturities. Low correlation to equity markets.
<i>Income:</i>	Income is accrued on a daily basis and paid quarterly, distributed usually within 5 Business Days of quarter end (September, December, March and June in each year), by reinvestment in additional Units or paid in cash.
<i>Access &amp; Liquidity<sup>3</sup>:</i>	Redemptions are usually paid, subject to one month's notice, at the end of the month on a Business Day <sup>4</sup> .

### NOTES:

- Mutual reserves the right to vary the minimum amounts at its discretion.
- The Total Management Cost is exclusive of GST and is calculated on the gross asset value daily and deducted quarterly in arrears.
- Under the terms of the Constitution, Mutual has up to 12 months to meet payments in respect of redemption of Units and can suspend redemptions for up to 30 days or such other periods as it considers reasonable where it believes it cannot accurately determine Unit prices due to abnormal or highly unusual market circumstances. (See Redemption of Units on page 12).
- Where the last day of a month is not a Business Day, redemption payment will be made on the next Business Day.

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## 4. Fees and Other Costs

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The following consumer advisory warning is required under Australian law in the form that appears below, to alert Investors to the importance of value for money, the compounding effect of fees and costs, and their impact over time. The example given is not intended to represent an investment in the Fund offered through this PDS.

### **CONSUMER ADVISORY WARNING**

**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's 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 members 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 wish to find out more, or see the impact of the fees based on your own circumstances, the ASIC website ([www.moneysmart.gov.au](http://www.moneysmart.gov.au)) has a managed funds fee calculator to help you check out different fee options.

The following table shows the fees and other costs that you may be charged when you invest in the Fund. Fees and other costs may be deducted from your account, from the returns on your investment or from the Fund's assets as a whole. You can use the fees and costs information below to compare costs between different managed investment schemes.

The impact of taxes is set out in another part of this document. Refer to the "Taxation Information" section 7 (page 14).

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

### **Types of fees or and other costs**

<b><u>Fees when your investment moves in or out of the Fund</u></b>	<b><u>Amount</u></b>	<b><u>How and when paid</u></b>
<b>Establishment Fee</b> ( <i>fee to open your investment</i> )	Nil	Not applicable
<b>Contribution Fee</b> ( <i>fee on each amount contributed to your investment</i> )	Nil	Not applicable
<b>Withdrawal Fee</b> ( <i>fee on each amount you take out of your investment</i> )	Nil	Not applicable
<b>Termination Fee</b> ( <i>fee to close your investment</i> )	Nil	Not applicable

<b><u>Fees when your investment moves in or out of the Fund</u></b>	<b><u>Amount</u></b>	<b><u>How and when paid</u></b>
<b>Buy Cost</b> ( <i>costs associated to purchasing additional assets in the Fund</i> )	Nil	Not Applicable
<b>Sell Cost</b> ( <i>costs associated to liquidating assets in the Fund to fund redemptions</i> )	0.10%	Payable to the Fund on redemption
<b><u>Management Costs</u></b>	<b><u>Amount</u></b>	<b><u>How and when paid</u></b>
<b>Fees and other costs for managing your investment</b>	Total Responsible Entity Fee of 1.00% p.a. (exclusive of GST) of the gross asset value of the Fund.	This fee is calculated daily and paid quarterly in arrears out of the Fund's assets.
<b>Indirect Costs<sup>1</sup></b>	Estimated to be 0.00% of the Net Asset Value of the Fund	As and when they fall due out of Fund's assets
<b>Related scheme/fund investment fees<sup>2</sup></b>	Estimated to be 0.00% of the Net Asset Value of the Fund	As and when they fall due out of Fund's assets
<b><u>Service Fees</u></b>		
<b>Investment Switching Fee (fee for changing investment options)</b>	Nil	Not applicable

1. The estimate of indirect costs is based on the costs incurred for the 12 months to 30 June 2019 as a percentage of the average Net Asset Value of the Fund during that period.
2. The related fund investment fees are the fees charged for investment in other financial products managed by the Responsible Entity or a related party.

### **Additional explanation of fees and other costs**

#### ***Platform or IDPS Scheme Investors or similar (Scheme Investors)***

There may be additional fees or other costs for Scheme Investors. Please check with the Scheme Operator. These are not fees or costs of Mutual.

#### ***Management Costs***

The Management Cost for the Fund is referred to as the "Responsible Entity Fee" which incorporates the following:

*Responsible Entity's remuneration* - The Responsible Entity is entitled to be remunerated from the Assets of the Fund for the proper performance of its duties (including the Responsible Entity).

*Other Fund Expenses* - The Fund's Constitution indemnifies and entitles the Responsible Entity, subject to the Corporations Act, to be reimbursed from the Fund's assets for properly incurred expenses that are referable to all Unitholders. These include, but are not limited to, custodian, audit, legal, printing, postage and regulatory expenses.

The Constitution does not place any limit on the amount of expenses that can be paid from the Fund.

The Responsible Entity Fee is 1.00% p.a. (GST exclusive) or \$1,100 (GST inclusive) annually if you have invested \$100,000.

The Responsible Entity Fee includes an estimate of the out-of-pocket expenses we are entitled to recover from the Fund and is calculated daily and excluded from the value of the Fund when the Unit prices are calculated. The expenses themselves are paid as they fall due. The Responsible Entity estimates that the level of these fees should not exceed 0.03% p.a. of gross asset value or \$30 annually if you have invested \$100,000.

During the currency of this PDS, or until further notice to Unitholders, whichever is the later, the Responsible Entity will absorb and pay all Other Fund Expenses from its Responsible Entity Fee. Should the Responsible Entity in the future require reimbursement of Other Fund Expenses, it will notify Unitholders in the manner referred to in the explanation below.

### ***Indirect Costs***

Indirect costs will be calculated and disclosed at the end of the financial year and the PDS will be updated to reflect those costs (if any).

### ***Goods and Services Tax ("GST")***

The fees and other costs described in this section, unless stated to be exclusive of GST, are inclusive of the net effect of any GST.

A *reduced input tax credit ("RITC")* may be claimed by the Fund for any GST cost that forms part of fees and costs to the extent such charges on the Fund are eligible for an RITC claim. Most of the charges are expected to allow an RITC claim, which would have the effect of reducing the embedded GST cost of such charges.

### ***Incidental Fees***

If you make an investment by cheque or electronic means and there are insufficient cleared funds in your account or the payment is dishonoured, your financial institution may charge us a fee. As part of your Application, you authorise us to recover such fees from your Unitholding.

### ***Deferring Fee Entitlements***

Under the Constitution, Mutual may defer, in whole or in part, recovering its fee entitlements for a particular financial year. In such cases, Mutual can claim the relevant fees over subsequent financial years. Mutual would only do this in circumstances that did not adversely affect the interests of Unitholders.

### ***Differential Fee Arrangements***

Mutual may at its discretion enter into arrangements, or individually negotiate its fees, with certain investors (or Financial Advisers acting on their behalf), including "wholesale, sophisticated" and "professional" investors (within the meaning of the Corporations Act), with our employees (and those of related entities) or with large investors or as permitted by the Corporations Act.

If we do this, we may apply reduced fees or we may partially rebate or waive fees.

### ***Other Payments and Benefits to Financial Advisers***

Mutual may also provide allowances to Financial Advisers for training or other permitted activities provided that such arrangements do not contravene the conflicted remuneration prohibition under the Corporations Act.

These allowances (if made) are not an additional cost to you and will be met by Mutual from its Responsible Entity Fee.

### ***Transaction Costs***

#### ***Buy/Sell Spread***

When you invest or withdraw all or part of your investment in the Fund, we use a "buy/sell" spread to recover transaction costs associated with buying and selling the Fund's assets. We use the buy/sell spread to direct these costs to transacting Unitholders rather than the Unitholders remaining in the Fund. The amount recovered via buy/sell spreads remains in the Fund and is not paid to the Responsible Entity. The buy/sell spread for the Fund is 0.00%/0.10%.

In future, we may change the buy/sell spread to ensure these costs are fairly borne by investors joining and leaving the Fund.

### ***Changes to Fees and Other Costs and Reimbursement of Other Fund Expenses***

We may change the fees and other costs applicable to your investment in the Fund and seek reimbursement of Other Fund Expenses. We may need to do this where, for example, there is a change in economic conditions or regulation. When we intend to introduce any new fee or cost or increase a fee or cost (that is not a Government Authority fee or charge), or seek reimbursement of Other Fund Expenses, you will be notified in writing at the address shown in the Register, or electronically to the email address you have provided us. The notice will be sent to Unitholders at least 30 days before the effective date of the change. If the new fee or cost, or increase in an existing fee or cost, (that is not a Government Authority fee or charge), requires an amendment to the Constitution, we must seek Unitholders' approval to give effect to the change.

When we make any other changes such as the introduction or variation of a Government Authority fee or charge payable directly or indirectly by you or any other changes to an existing fee or cost, we will provide at least 30 days' notice.

<b>Example of annual fees and other costs</b>		
The following table gives an example of how the fees and other costs in the Fund can affect your investment over a one-year period. You should use this table to compare the Fund's costs with other managed investment products.		
<b>EXAMPLE</b>	<b>Balance of \$100,000* with a contribution of \$5,000 during the year.</b>	
Contribution fee	Nil	For every additional \$5,000 you put in you will be charged \$0.
PLUS Management Costs	1.00% pa (exclusive of GST**)	For every \$100,000 you have in the Fund, you will be charged \$1,000 p.a. (exclusive of GST**)
EQUALS costs of the Fund		If you had an investment of \$100,000 at the beginning of the year and you put in an additional \$5,000 during that year, you would be charged a fee ranging from \$1,000 to \$1,050 (exclusive of GST**).  What it costs you will depend on the fees you negotiate with your financial advisor.

\* This assumes the \$100,000 remains constant over a one-year period and includes the contribution of \$5,000 which is made during of the year. Management Costs will also be charged in relation to the additional contributions that you made during the year (including the additional \$5,000 referred to in the above table) and the amount you pay will depend on the proportion of the year during which the additional contributions are invested.

\*\* GST amount will be charged in accordance with A New Tax System (Goods & Services Tax) Act 1999 and eligible for RITC.

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## 5. Investing and Redeeming

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### **Who may invest in the Fund?**

Both Scheme Investors and Direct Investors may invest in the Fund.

### **Scheme Investors**

The Responsible Entity has authorised the use of this PDS as disclosure to Scheme Investors.

Scheme Investors may rely on the information in the PDS to give a direction to the Scheme Operator to invest in the Fund on their behalf. The Responsible Entity agrees to provide notice to the Schemes promptly of any supplementary or replacement PDS that is issued under the Corporations Act.

Scheme Investors do not themselves become Unitholders in the Fund. Unitholders' rights set out in this PDS may only be exercised by the Scheme Operator on behalf of the investor for whom they have acquired the Units. Investors should read this PDS in conjunction with offer documents issued by their Scheme Operator.

Investors complete the application forms for their Scheme and receive reports concerning the Fund from their Scheme Operator. Individual investor enquiries should be directed to their Scheme Operator.

Scheme Investors do not receive income or reports directly from us, nor do they directly participate in Unitholder meetings, the winding up of the Fund or income distribution reinvestment.

Mutual is not responsible for the operation of any Scheme through which Scheme Investors may invest.

### ***How to invest***

If you are a Scheme investor, your Scheme Operator will complete an Application Form for you. Do not complete the Application Form attached to this PDS.

If you are a Direct Investor you must complete the Application Form attached to the PDS to invest in the Fund.

If you are a Scheme Investor, the Scheme Operator will be able to provide you with your minimum investment requirements.

Application Monies will be held in trust until the funds are cleared and we can process your application. Our aim is to process applications within 10 Business Days.

If we are unable to accept an application for whatever reason, you will receive a refund from us within 30 days of its receipt or, if it is not reasonably practicable to do so, by the end of such longer period as is reasonable in the circumstances. For administrative and taxation simplicity, we retain any interest earned in this situation to meet the expenses of operating the account and other miscellaneous processing costs.

### ***Unit price and valuations***

The Unit price is calculated daily.

Your investment is represented by the number of Units, or fractions of units. You are allocated at the time of investment, plus any reinvestment or additional investments and your distribution entitlement at the end of each quarter less any Units sold to satisfy redemptions.

The Unit price for the Fund is calculated by taking the total value of all the Fund's assets on a particular day, adjusting for any liabilities and the amount of any distributable income payable, but not paid to Unitholders, and then dividing the net value by the total number of Units held by Unitholders on that day.

Although the number of Units held in the Fund by a Unitholder stays constant (unless there is a transaction), the Unit price will change according to changes in the market value of the Fund's investments. Unit prices may rise or fall.

We determine the market value of the Fund each Business Day, based on the most recently available information. Under the Constitution, Mutual may obtain the valuation of any asset by a qualified valuer. The valuation method of any type of asset must be consistent with normal industry practice.

The valuation methods and policies applied by us to value the Fund's assets and liabilities are consistent with applicable industry standards and result in Unit price calculations that are independently verifiable. Under the Constitution, Mutual has certain discretions in dealing with applications and redemptions. A copy of the Constitution is available free of charge by contacting Mutual.

We process **valid** Application Forms and Application Monies received by 3:00 pm Melbourne time on any Business Day, using the Unit price for that day. We process **valid** Application Forms and Application Monies received after this time on the next Business Day at the Unit price applicable for the following day.

Additional investments can be made at any time by:

- completing and returning an Additional Investment Form available from Mutual's website or by contacting Mutual;
- writing an investment instruction letter signed by the authorised signatories; or
- as otherwise agreed with the Responsible Entity.

### ***Income distributions***

The income of the Fund consists of interest earned plus the profits, or minus the losses, from the sale of investments less Management costs (inclusive of GST). This is paid to the Unitholder in the form of a distribution. If applicable, Capital gains from the sale of investments will generally be paid in the 30 June distribution.

Income is accrued on a daily basis and distributed to all Unitholders on a quarterly basis based on the number of Units held at the end of the relevant distribution period. Income from the Fund is usually paid within 5 Business Days, and in any event within 30 days, after the end of the relevant distribution period. Income is distributed to all Unitholders who hold Units at the end of each distribution period.

Distributions will be reinvested into the Fund, or you can direct us to pay your distributions directly into your bank account.

If you wish us to pay distributions directly to your nominated account, complete your bank account details in the relevant section of the Application Form. If you do not do so, we will reinvest your distributions by acquiring more Units (including fractions rounded down to the fourth decimal place).

Unit prices fall after the end of each of these distribution periods because the allocation of the distribution reduces the Fund's assets. The allocation of income is made to all Unitholders holding Units at the distribution date, pro rata to the total Units on issue.

If you invest just before the end of the distribution period, you may find that some of your capital is returned as income. The Unit price on reinvestment is the Unit price applicable on the first Business Day following the relevant distribution period.

If your application price is calculated as at the first day of the month following the period, your application price will not include an income component for that previous period.

Similarly, if you withdraw your investment towards the end of the distribution period, you will receive your share of any accrued income as capital. However, if your redemption price is calculated as at the last Business Day of the period, your redemption price will not include an income component for that period but you will receive the income as part of your distribution.

### ***Redemption of Units***

The minimum Redemption Amount is \$5,000.

You can redeem all or part of your investment in the Fund at any time (after your Application Monies have cleared) by completing and returning a Redemption Request Form available from Mutual's website or by contacting Mutual.

Valid redemption requests will be processed on the last day of each month, provided that day is a Business Day and one month's notice is provided, at the Unit price applicable on the previous Business Day. Where the last day of the month is not a Business Day, payment of the redemption will be made on the next Business Day. For example, where a valid redemption request is received on the 1<sup>st</sup> day of the month, it would not be paid until the last day of the following month provided that day is a Business Day. If that day is not a Business Day, it would be paid on the next Business Day.

While, we aim to pay redemptions as outlined above, under the Constitution, we have discretion to suspend redemption by up to 12 months if we consider it reasonable to do so. This may happen where we reasonably believe we cannot accurately determine Unit values, for example, where we cannot liquidate Fund assets to meet your redemption request at the prices that we would obtain, if the assets were sold in an orderly fashion over a reasonable period in a stable market.

You may fax or send signed redemption requests to Austock at the address below. Fax requests must be followed up with originals in the mail.

Austock Financial Services Pty Ltd  
PO Box 263  
Collins Street West Vic 8007

Facsimile: (03) 9200 2275

If a Unitholder's redemption request would cause the balance to fall below the minimum amount, Mutual may, at its discretion, treat it as a request for a full redemption.

### ***Transfer of Units***

Unitholders may transfer their Units under the terms and conditions of the Constitution.

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## 6. Investment Risks

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All investments are subject to an element of risk. This means that you can lose money on your investment or that your investment may not meet your objectives, such as future growth or returns.

Credit securities are generally considered medium to high risk. The value of your investment in the Fund will be determined by the Unit price, multiplied by the number of Units held, plus the income distribution entitlements attaching to the Units held. Income will always be paid while the Fund is in existence.

Risks commonly associated with investing in the Fund include:

- **Interest rate risk:** The risk that arises with changes in market yields that change the value of fixed interest rate investments. An increase in interest rates leads to a reduction in the value of a fixed interest investment and vice versa. This risk is usually greater for fixed interest investments that have longer maturities.
- **Credit risk:** The risk of suffering loss as a result of a party defaulting in its obligation to repay interest or principle on a loan.
- **Liquidity risk:** The risk that an asset may not be readily sold or sold for a reasonable price. It is only applicable if a substantial number of Unitholders seek to redeem their Unitholding simultaneously.
- **Market risk:** Economic, technological, political or legal conditions, and even market sentiments, can, and do, change, and this can mean the investments that we make in those markets can change in value.
- **Legal risk:** The risk that laws, including tax laws, change or are difficult to enforce.
- **Documentation risk:** The risk that a deficiency in documentation could, in certain circumstances, adversely affect both the return on an investment and the recovery of the investment.

- **Investment Manager risk:** The risk that the Responsible Entity fails to anticipate market movements, manage risks or execute the Fund's investment strategy effectively.
- **Conflict of Interests Risk:** The Responsible Entity acts as the investment manager for other retail and wholesale financial products and may invest Fund assets in one or more of these financial products where the investment:
  - is suitable for the Fund's portfolio;
  - permitted under the Constitution; and
  - any conflicts of interests arising under such a transaction is able to be managed under the terms of the Responsible Entity's Conflicts of Interests policy.

The Responsible Entity's Conflict of Interests Policy is in place to comply with its legislative obligations. The Conflicts of Interests Policy establishes formal procedures to identify, avoid and manage any conflicts of interest arising from the conduct of the Responsible Entity's operations.

- **Cyber Risk:** The risk that a cyber-attack is attempted or an actual incident occurs, that either:
  - uses computer technology or networks to commit or facilitate the commission of traditional crimes, such as fraud and forgery – for example, identity or data theft (computer assisted); or
  - is directed at computers and computer systems or other information communication technologies – for example, hacking or denial of services (computer integrity).

A successful cyber-attack may result in significant disruption of services or data and privacy breaches.

Cyber criminals may redirect funds for their own use or damage IT infrastructure.

Our cyber resilience includes systems to detect, manage and mitigate cyber-attacks, including disaster recovery and business continuity processes.

***Mutual manages risks potentially affecting the Fund by ensuring that Fund investment policies, procedures and objectives are met at all times.***

Mutual has a Credit and Advisory Committee comprising two Mutual executives, three senior staff members and two independent external members.

Mutual also has a Compliance Committee comprising a majority of independent members, including the Chairman.

Investors can reduce their investment risk by various means including:

- obtaining advice from a Financial Adviser;
- diversifying across asset classes (such as fixed interest, shares and property), securities and economies; and
- investing for recommended time frames.

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## 7. Taxation Information

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### ***Australian Tax Implications***

The acquisition and redemption of Units in the Fund have important tax implications which can be complex and are particular to your individual circumstances. We recommend that you seek professional advice on the tax implications of investing. This information is a general guide only and is based on Australian taxation laws, announcements and practices currently operative at the date of this PDS. It should not be solely relied upon, as it may not relate to your individual circumstances and tax laws change frequently.

### ***Taxation of the Responsible Entity***

Based on current tax law and the proposed activities of the Fund, Mutual, as the Responsible Entity should not be liable for income tax on income of the Fund as it is intended that Unitholders will be Presently Entitled to all of the income of the Fund.

### ***Taxation of Residents***

Mutual expects to maintain the Fund on the basis that investors will be Presently Entitled under Australian taxation laws to payment of the income of the Fund from time to time (i.e. whether it is paid or reinvested).

Where resident Australian investors who are Presently Entitled to income, have provided their Tax File Number (“TFN”), Australian Business Number (“ABN”) or proof of a relevant exemption, Mutual does not expect to withhold tax. For Australian tax return reporting purposes, investors must include their income entitlement from the Fund in the same year that the Fund has derived the income, even if the income has not been actually received or has been reinvested.

### ***Taxation of Non-residents***

For non-resident investors, Australian tax may be withheld on income entitlements (i.e. whether paid or reinvested and including distributions made on redemption of Units). The rate at which tax may be withheld will be determined by prevailing Australian taxation laws and may depend on the country of residence of the non-resident investor.

Where the Fund distributes income in the nature of interest to you, Mutual is required to withhold tax at the rate of 10%.

Where cash distributions of interest income are made, Mutual will merely the tax from the distribution and pay it to the Australian Taxation Office (“ATO”). Where a distribution is reinvested, Mutual will take into account the

liability to pay the withholding tax when determining the number of additional Units to be issued to you.

Non-resident withholding tax is imposed on the gross amount of the interest paid or the gross amount of the interest reinvested. This tax is a final tax and any income is then excluded from your reportable assessable income in Australia unless the interest income is attributable to a business being conducted by you at or from a permanent establishment in Australia. The rate of withholding tax is unaffected by double tax agreements. Additionally, under the taxation laws of your country of residence you may be entitled to claim a credit for the tax that has been withheld.

Non-resident investors should also take into account any reporting and tax payment obligations applying in their country of residence.

### **Capital Gains**

Distributions from the Fund may also include a capital gains component. Generally, capital gains that have been realised throughout the financial year from the disposal of the Fund's investments will be distributed to Unitholders. Distributions by the Fund that include a capital gains component should be included in each Unitholder's calculation of their total net capital gains.

If certain conditions are satisfied by the Fund, the Capital Gains Tax ("**CGT**") provisions of the income tax legislation provide that a discount capital gains concession may be available to reduce by 50%, any capital gains made by the Fund and distributed to Unitholders. The annual tax information statement will separately disclose such capital gains along with any other capital gains distributed by the Fund.

Where you are in the business of trading in securities or for the purpose of profit making by sale you may be alternatively assessed on any distribution of capital gains as "ordinary income". The determination of gains between capital and revenue can be complex and you should seek timely professional tax advice. Non-resident investors should seek particular advice on their reporting obligations and liability to CGT.

### **Disposal of Units**

Units in the Fund are CGT assets. Consequently, any gain on the disposal of a Unit by a Unitholder may also be assessable under the CGT provisions of Australian income tax legislation. Any capital loss that arises from such disposal, if not used in the current tax year, may be carried forward to be offset against future capital gains.

Some Unitholders may be eligible for the discount capital gains treatment discussed above where they have held their Units for more than 12 months.

However, where you are in the business of trading in securities or for the purpose of profit making by sale you may be alternatively assessed on any capital gains as "ordinary income".

Unitholders should consult their tax advisers about the availability of the discount and any other CGT issues that may arise on the disposal of Units.

### **TFNs and ABNs**

Seeking TFNs is authorised and their use and disclosure are strictly regulated by the Australian taxation laws and the Privacy Act. However, quotation of a TFN is not compulsory, but the Responsible Entity is required to deduct tax from your distributions at the highest marginal rate of personal tax plus Medicare Levy, (currently 46.5%), if you do not quote your TFN or claim an exemption. By quoting your TFN, you authorise us to apply it to your investment and you authorise its disclosure to the ATO.

If you have an ABN and are making an investment in the course of any enterprise carried on by you, you may quote your ABN as an alternative to your TFN. Non-resident investors are generally exempt from the requirement to quote a TFN or ABN.

For more information about the use of TFNs and ABNs, contact the ATO.

### ***Taxation of Financial Arrangements (“TOFA Rules”)***

TOFA Rules have applied from 1 July 2010. The rules could impact how taxpayers calculate gains and losses from certain financial arrangements.

TOFA Rules can be complex. Investors should seek their own professional advice as to whether the TOFA Rules have any application to their investments and tax reporting obligations.

### ***Goods and Services Tax***

Australian GST is currently applied at the rate of 10% to “taxable supplies”. Fees paid for services (including to Mutual) relate to taxable supplies and are expected to be GST inclusive.

However, the GST cost of fees incurred by the Fund generally give rise to a “reduced input tax credit”, thereby, reducing its GST-related cost by either 75% or 55% as from 1 July 2012.

The fees paid and GST credits will be reflected in the Unit price of the Fund.

The issue and redemption of Units in the Fund relate to “financial supplies” that do not attract GST. GST is not payable on income distributions from the Fund.

Terms in inverted commas in this section have the same meaning as in the GST legislation. The above taxation summary has been prepared based on a general understanding of Australian Taxation laws, announcements and practices currently operative as at the date of this PDS.

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## **8. Other Information**

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### ***Managed Investment Schemes***

The rights and obligations of Unitholders are governed by the Constitution and this PDS, but are also affected by the Corporations Act and policy statements, exemptions and declarations issued by ASIC, and the law relating to trusts.

The Fund is a registered managed investment scheme under Chapter 5C of the Corporations Act (**“Chapter 5C”**). Mutual Limited is the Responsible Entity for the Fund.

Chapter 5C deals with the duties and responsibilities of the Responsible Entity and its officers, changing the Responsible Entity, the contents of the Constitution and the requirement for the Responsible Entity to have a compliance plan in place for the Fund.

The Compliance Plan of the Fund describes procedures that we apply in operating the Fund to ensure compliance with the Corporations Act and the Constitution. A Compliance Committee, with a majority of independent members, ensures that the Responsible Entity meets the requirements of

the Compliance Plan, the Constitution and the Corporations Act.

### ***The Constitution and Chapter 5C – a brief summary***

- ***Introduction***

The Fund is governed by a Constitution under which Mutual Limited is the Responsible Entity. Some of the provisions of the Constitution – as augmented by Chapter 5C are summarised below.

- ***The Responsible Entity***

Subject to the provisions of the Constitution, the Responsible Entity may deal with the Fund assets of the Fund as though it were the absolute owner of the Assets and acting in its personal capacity.

The Responsible Entity is responsible for the management, investment and administration of the Fund and its investments, but may appoint expert service providers to invest and administer the Fund’s assets.

- **Term**

The Fund will terminate 80 years from its commencement, unless terminated earlier by the Responsible Entity. If the Fund is terminated, the Responsible Entity will sell all assets of the Fund and distribute the net proceeds to Unitholders in proportion to their Unitholdings.

- **Retirement and removal of the Responsible Entity**

The Responsible Entity may be removed in the circumstances set out in Chapter 5C. The Responsible Entity may also retire subject to compliance with Chapter 5C.

- **Rights and interests of Unitholders**

The principal rights of Unitholders include the right to:

- redeem their Units;
- requisition, attend and vote at meetings of Unitholders;
- share in the distribution of assets if the Fund is wound up; and
- share in income and capital distributions.

Except as provided by the Constitution each Unit will confer an equal beneficial interest in the Fund, but no Unit will confer an entitlement to interfere with the exercise of the Responsible Entity's powers or exercise any rights in respect of any investment or require a transfer of property.

The rights of a Unitholder may be varied by changes to the Constitution, Chapter 5C and other applicable laws.

- **Unitholders' liabilities**

The Constitution limits Unitholders' liability to the value of their investments in the Fund so that they will not be personally liable to indemnify the Responsible Entity and/or any creditor in the event that the liabilities exceed the assets of the Fund.

- **Expenses**

The Constitution authorises the Responsible Entity to claim reimbursement from Fund assets for all the expenses and liabilities that it incurs in connection with the Fund and its compliance obligations. Provisions are made in the Constitution for recovery of GST. These reimbursements are included in the Management Costs (refer 'Additional explanations of fees and other costs', page 8).

- **Income distributions**

The income of the Fund as determined by the Responsible Entity will be distributed as set out in this PDS.

- **Distribution of capital**

The Responsible Entity may distribute the capital of the Fund to the Unitholders in proportion to the number of Units held by them.

- **Redemption of Units**

There is a redemption facility in relation to Units as set out on page 12.

- **Modification of the Constitution**

Subject to Chapter 5C, the Responsible Entity may amend the Constitution. Chapter 5C currently prevents a Constitution being amended without the approval of Unitholders, unless the Responsible Entity reasonably believes that the change will not adversely affect Unitholders' rights.

- **Limitation of the Responsible Entity's liability**

Subject to the Corporations Act, except in the case of fraud, negligence or breach of trust on the part of the Responsible Entity, the Responsible Entity will not be liable to Unitholders collectively to any greater extent than the assets of the Fund that are available to satisfy such liability, except for any liability incurred where the Responsible Entity fails to show the degree of care and diligence required, having regard to the powers, authorities or discretions conferred on the Responsible Entity under the Constitution.

### **Cooling-off**

Direct retail investors have cooling off rights that allow you to cancel your initial application within 14 days of the earlier of:

- the date you receive your Fund confirmation certificate from us confirming your investment; or
- the end of the fifth day after we formally accept your application by issuing the Units in the Fund.

You do not have to give us reasons to exercise your cooling off rights.

If you want to cancel your investment, you need to notify us in writing. If you cancel your initial application, the amount we will return to you will be adjusted for any changes in the Unit price of the Fund, less any reasonable transaction costs or taxes or duties that are not recoverable by us. We will refund any Contribution Fees paid in full.

Cooling off rights do not apply if you choose to exercise your rights or powers as a Unitholder in the Fund during the 14 days. This could include redeeming part of your investment.

possible delays or deferrals applicable to all Unitholders.

Scheme Investors should contact their Scheme Operator for information about any cooling-off period that applies to their Scheme.

### **Reporting**

Investors will receive regular information about their investment and the Fund from Mutual. This information includes:

- a confirmation statement each time a transaction occurs for your Unitholding, including when we issue Units or you redeem them;
- an income distribution statement at the end of each distribution period where a distribution has been made;
- an annual tax information statement; and
- audited annual accounts of the income, expenditure, assets and liabilities of the Fund.

### **Material Contracts**

Mutual has entered into the following Material Contracts.

Austock has agreed to provide investment and Fund accounting, Unit pricing, Fund administration services, services of an administration manager and supporting accounting and administration team to the Fund.

Sandhurst has agreed to provide custody and related services to the Fund.

### **Borrowing and Derivatives**

Mutual will use derivatives for hedging purposes only. The Fund will not borrow money.

### **Interest Offered**

The interest offered to investors under this PDS comprises Units. Each Unit confers a beneficial interest upon the Unitholder. Unitholders have no interest in a particular asset of the Fund.

### **Privacy of your information**

Your personal information is important to us. Mutual is committed to ensuring that it respects your rights to privacy and complies with the National Privacy Principles set out in the Privacy Act. Any information provided by you to us will be dealt with in accordance with the Privacy Act.

When you complete the Application Form, Mutual collects personal information from you. Mutual needs this personal information for the primary purpose of providing you with your Units and to manage and administer the Fund and your investment.

The collection and verification of information about identity helps us to protect against identity theft, money laundering and other illegal activities.

Mutual also collects your personal information for the purpose of letting you know about other products or services from us, our related companies and third-party companies that might suit your needs. If you do not wish to receive any of this information, you need to complete the relevant section of the Application Form. If there are changes to the

information you have provided on the Application Form, such as your name or address, please notify us of the changes in writing, addressed to:

Austock Financial Services Pty Ltd  
PO Box 263  
Collins Street West Vic 8007

Facsimile: (03) 9200 2275

We do not generally receive any personal information about Scheme Investors. Scheme Investors should consult their Scheme Operator for details of its Privacy Policy as to how it deals with the collection, storage and use of their personal information.

### ***Consents and Declarations***

Austock has given its written consent, and has not withdrawn that consent, to be named in this PDS. Austock has not authorised or caused the issue of this PDS.

Sandhurst has given its written consent, and not withdrawn that consent, to be named in this PDS. Sandhurst has not authorised or caused the issue of this PDS.

Except for fees, remuneration and other interests disclosed in this PDS and ordinary remuneration of directors, the Responsible Entity, its directors and experts have no interest in the promotion, or in assets proposed to be acquired for the purposes of the Fund. No amounts have been paid by any persons in the two-year period prior to the lodgement date of this PDS:

- to the Responsible Entity to procure subscriptions for interests in the Fund or for services in connection with the Fund;
- to the directors of the Responsible Entity to induce them to become or to qualify them as a director or for other services in connection with the Fund; or
- to any expert for services rendered in connection with the promotion or inception of the Fund.

### ***Anti-Money Laundering and Counter-Terrorism Financing laws and Sanctions laws ("AML Laws")***

We are required to comply with the AML laws, including the need to establish your identity and, if relevant, the identity of other persons associated with your Unitholding.

Instructions for completing the identification process are detailed in the Application Form included in this PDS.

Further, from time to time, we may require additional information to assist with this process.

We may be required to report information about you to the relevant Government Authorities. We may not be able to tell you when this occurs.

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

### ***Complaints Resolution***

Mutual will endeavour to resolve all complaints quickly and fairly. If you have a complaint concerning your investment please notify us in writing, or call our complaints officer on (03) 8681 1900.

We will acknowledge receipt of your complaint within 5 Business Days of receiving it.

We will endeavour to resolve your complaint usually within 15 Business Days. If the complaint is complex and requires a further period of time to resolve it, we will keep you informed of our progress.

If your complaint has not been resolved to your satisfaction within 15 Business Days, you may refer your complaint to the:

Australian Financial Complaints Authority (AFCA)  
GPO Box 3  
Melbourne Vic 3001

Telephone: 1300 565 562  
Facsimile: + 61 3 9613 6399  
Email: [info@afca.org.au](mailto:info@afca.org.au)

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

The Responsible Entity is a member of AFCA, which is an ASIC approved external and independent dispute resolution body which operates to help investors resolve complaints and disputes. A decision by AFCA is binding on the Responsible Entity.

ASIC also has an information line 1300 300 630 with information on investors' rights.

### ***Inspection of Documents***

Investors may inspect a copy of the Constitution, the Material Contracts, the Unit pricing policy and consents, free of charge at our Head Office at any time between 8:30 am to 5:00 pm on any Business Day.

### ***Updating Information***

A copy of the current Fund PDS is available to prospective investors and Unitholders at our website [www.mutualld.com.au](http://www.mutualld.com.au).

We will update this PDS by issuing a replacement PDS or a supplementary PDS if there are material changes to information in the PDS.

Some information in this PDS, (providing it is not material) can be updated by us by various means, including:

- sending Unitholders specific notices, or giving them advice with annual statements;
- Unitholders obtaining updated information via the telephone with our staff; or

- Making information available on our website at [www.mutualld.com.au](http://www.mutualld.com.au)

A paper copy of any updated information will be given to Unitholders free of charge on request.

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## 9. Glossary

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**“ABN”** – Australian Business Number

**“AFCA”** – Australian Financial Complaints Association

**“AFSL”** – an Australian Financial Services Licence issued under the Corporations Act

**“AML Laws”** – Anti-Money Laundering and Counter Terrorism Financing Laws and Sanctions Laws

**“Application Form”** – the application form used to invest in Units offered under this PDS

**“Application Monies”** – the monies submitted by you with an Application Form when applying for Units in the Fund

**“APRA”** – Australian Prudential Regulatory Association

**“ARSN”** – Australian Registered Scheme Number

**“ASIC”** – Australian Securities & Investments Commission

**“ATO”** – Australian Taxation Office

**“Austock”** – Austock Financial Services Pty Limited, ABN 51 053 513 438

**“Board”** – the Board of Directors of Mutual Limited

**“Business Day”** – a day, (other than a Saturday, Sunday or Public Holiday) when banks are open for business in Melbourne

**“CGT”** – Capital Gains Tax

**“Chapter 5C”** – Chapter 5C of the Corporations Act

**“Class”** – a reference to the different categories of Units on issue in the Fund

**“Compliance Committee”** – the Compliance Committee of Mutual

**“Compliance Plan”** – the Compliance Plan of this Fund

**“Constitution”** – the Mutual High Yield Fund Constitution *dated* 16 November 2018 establishing the Fund

**“Contribution Fee”** – any fee payable on each amount comprising or contributed to your investment in Units in the Fund

**“Corporations Act”** – the Corporations Act 2001 (Cth)

**“Custodian”** – Sandhurst Trustees Limited ABN 16 004 030 737

**“Direct Investor”** - a non-Scheme Investor

**“Dollars”** – Australian Dollars

**“EST”** – Eastern Standard Time

**“Expense Recovery Fee”** – the estimate of the Other Fund Expenses that Mutual is entitled to recover from the Fund as Responsible Entity

**“Financial Adviser”** – your financial planner, accountant, solicitor, or other investment, financial or taxation adviser, holding an AFSL or other authority under the Corporations Act to carry on a financial services business

**“Fixed Interest Investments”** – investments that have interest or an income flow that is fixed for a period

**“FUA”** – funds under advice

**“FUM”** – funds under management

**“Fund”** – Mutual High Yield Fund, ARSN 629 799 122

**“Government Authority”** – any government, semi-government, administration, fiscal or judicial department, commission, authority, tribunal, agency or entity

**“GST”** – Goods and Services Tax

**“Head Office”** – Mutual’s principal place of business located at Level 12, 15 William Street, Melbourne Victoria

**“IDPS”** – Investor Directed Portfolio Scheme

**“Indirect Costs”** – has the same meaning as the definition in clause 101A of Schedule 10 in the Corporations Regulations as modified by ASIC Class Order 14/1252.

**“Investment Amount”** – the amount nominated on the Application Form to be invested in Units in the Fund

**“Management Cost”** – the fee payable to Mutual for managing the Fund’s investments

**“Material Contracts”** – the material contracts that Mutual, as Responsible Entity has entered into on behalf of the Fund and as referred to in **Section 8, page 20**

**“Medicare Levy”** – progression income tax levy charged in addition to the tax payable on taxable income which partly finances Australia’s national healthcare scheme, Medicare,

**“Mutual”** – Mutual Limited ABN 42 010 338 324

**“Other Fund Expenses”** – properly incurred expenses relating to the Fund, such as custodian, audit, legal, printing, postage, regulatory and other expenses

**“PDS”** – this Product Disclosure Statement

**“Presently Entitled”** – a vested beneficial interest in trust income presently existing

**“Privacy Act”** – Privacy Act 1988 (Cth)

**“Redemption Amount”** – the amount payable to a Unitholder on the redemption of Units

**“Redemption Request Form”** – a form to be completed by a Unitholder to request redemption of all or part of their Unitholding

**“Responsible Entity”** – Mutual Limited

**“Responsible Entity Fee”** – refer Management Cost definition

**“RITC”** – Reduced Income Tax Credit

**“Schemes”** – IDPS or IDPS-like Schemes

**“Scheme Investor”** - person who indirectly invests in the Fund through a Scheme

**“Scheme Operator”** – an operator of an IDPS or IDPS-like Scheme

**“TFN”** – Tax File Number

**“TOFA Rules”** – Taxation of Financial Arrangements

**“Unit”** – a Unit in the Fund

**“Unitholder”** – a Unitholder in the Fund



**Mutual Limited**

# MUTUAL HIGH YIELD FUND

ARSN 629 799 122

## APPLICATION FORM

### Contact Details

#### Responsible Entity

Mutual Limited  
ABN 42 010 338 324  
AFSL 230347

**Telephone** (03) 8681 1900

**Email** [mutual@mutualltd.com.au](mailto:mutual@mutualltd.com.au)

**Website** [www.mutualltd.com.au](http://www.mutualltd.com.au)

#### Fund Administrator

Austock Financial Services Pty Ltd  
ABN 51 053 513 438

#### Postal Address

PO Box 263  
Collins Street West Vic 8007

**Facsimile** (03) 9200 2275

This booklet contains the Application Form for the Mutual Limited Managed Investment Scheme, Mutual High Yield Fund Product Disclosure Statement dated 24 December 2018 ('PDS'). An application to invest in the Mutual High Yield Fund ('the Fund') can only be made using this Application Form.

Please ensure you read and understand the PDS before making an application. Mutual Limited (ABN 42 010 338 324, AFS Licence 230347) (Mutual Limited, 'we', 'us', 'our', in this Application Form) is the issuer of units in the Fund.

## Privacy Statement

This Privacy Statement relates to personal investor information collected by Mutual Limited.

We may be contacted as follows:

Telephone: (03) 8681 1900

Email: [mutual@mutualld.com.au](mailto:mutual@mutualld.com.au)

## How we collect information

Where it is practicable to do so, we will collect investor information directly from the investor to whom the information relates. However, we may need to sometimes, collect information from a third party and it is the third party's responsibility to notify the investor about the disclosure of their personal information to us.

## Why we collect information

We collect personal investor information for the primary purpose of providing financial products and services. This may include verifying identity, managing your investment, managing and resolving complaints and providing notices and statements.

## Consequences of not collecting personal information

If we are unable to collect personal investor information, it may prevent or delay the processing of the application form or other requests, prevent us from contacting you, or cause tax consequences.

## Other entities to which personal information may be disclosed

We engage a number of third-party service providers to assist us in providing products and services.

We may disclose personal information to these service providers, which will usually include your financial adviser (if nominated), the fund administrator, our legal advisers, auditors, research companies and information technology providers. When disclosing personal information to third party services providers we will seek to ensure that they comply with the Privacy Act 1988 as amended. We may also disclose personal information to Government bodies, or other entities as required by law.

## Our Privacy Policy

More information on our Privacy Policy may be obtained from Mutual's website at [www.mutualld.com.au](http://www.mutualld.com.au) or by calling our office during business hours. Our Privacy Policy also includes information about how you can get access to information we hold about you, how to seek amendment of that information, how to make complaints about privacy and how we will deal with those complaints.

## Anti-Money Laundering and Counter Terrorism Financing Act 2006

Mutual is subject to the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth) (AML/CTF Laws). To comply with AML Laws, Mutual is required to verify the identity of all new investors. This means we must verify certain information about you, and to do this we need to collect certain identity verification documentation.

For certain types of investors, such as politically exposed persons ('PEPs'), we may need to obtain additional information. In certain circumstances, AML/CTF Laws may require us to seek further information from you in relation to the source of your funds for this investment.

If we do not receive the necessary identity verification documents with your Application Form, or we are unable to verify your identity at any time, we might be delayed or not able to establish your investment. In addition, withdrawals or transfers may not be processed if we do not receive further information or documents reasonably requested. This also applies to individuals who are authorised third party signatories on your account.

We will be unable to process your Application without completed customer identification details and adequate identification documentation.

We may also ask for further information and documents from you at any time. If you do not provide the documents, we may refuse to accept your investment application or to pay a withdrawal.

You must not knowingly do anything to put us in breach of the AML/CTF Laws and you agree to notify us of anything that would put us in breach of AML/CTF Laws. If requested, you agree to provide additional information and assistance and comply with all reasonable requests to facilitate our compliance with AML/CTF Laws in Australia or an equivalent overseas jurisdiction. You represent and warrant that you are not aware and have no reason to suspect that:

- The money used to fund your investment in the Fund is derived from or related to money laundering, terrorism financing or similar illegal activities; and
- Proceeds of investments made pursuant to this Application Form will fund illegal activities.

Mutual is subject to AML/CTF Laws. In making an application pursuant to these terms and conditions, you consent to us disclosing in connection with AML/CTF Laws any of your personal information (as defined in the Privacy Act 1988 (Cth)) we have.

In certain circumstances, Mutual may be obliged to freeze or block access to your investment where it is used in connection with illegal activities or suspected illegal activities. Freezing or blocking can arise as a result of Mutual's account monitoring obligations pursuant to AML/CTF Laws. If this occurs, we are not liable to you for any consequences or losses whatsoever and you agree to indemnify us if we are found liable to a third party in connection with freezing or blocking of your account.

We retain the right not to process any application at our sole discretion.

### **Key Beneficial Ownership**

Pursuant to AML/CTF Laws, we are required to verify the identity of certain individuals, who ultimately control and/or own (either directly or indirectly) a company or trust that is making an application. We refer to them as 'Key Beneficial Owners' because pursuant to AML/CTF Laws, they:

- Have ultimate "control" of the company or trust as a result of, or by means of, trusts, agreements, arrangements, practices, and understandings and this includes them exercising control through the capacity to determine decisions about financial and operating policies; or
- Own (either directly or indirectly) 25% or more of the company or trust.

### **Politically Exposed Persons ("PEPs")**

To comply with AML/CTF Laws, Mutual requires you to disclose whether you (or any Key Beneficial Owners) are, or have an association with, a PEP.

A PEP is an individual who:

- Holds a prominent public position or function in a government body or an international organisation (such as a government minister or senior government official; a high-ranking member of the armed forces; or a Chairman, CEO or CFO of an international organisation); or
- Is an immediate family member of a person referred to above or is a close associate of that person.

Where you identify as a PEP, or you have an association with a PEP, we may request additional information from you and this may cause a delay in us being able to process your Application.

### **Identity Verification Documents**

Pursuant to AML/CTF Laws, we may need additional identity verification documents and/or information

about you or anyone acting on your behalf. You should be aware that we may be required to pass information that we hold about you or your investment to relevant Government Authorities.

You have verification options for the kind of identity verification documentation that can be provided. Alternative types of identification may be acceptable under circumstances permitted under AML/CTF Laws. Please contact us for further information.

### **Identification Through a Financial Adviser**

If you have a financial adviser acting for you, they may be able to assist with your identity verification documents to be lodged with this Application. To do this, your financial adviser may need to sight your original documents or may assist you with making certified copies.

Your financial adviser might also retain the certified copies and send them to us with your Application Form.

Alternatively, they may have entered into arrangements with us, for them to collect and verify your information on our behalf. If these arrangements are in place, you do not have to attach your identity verification documents as your financial adviser will provide us with the required documentation.

### **Identification Without a Financial Adviser**

If you are investing directly (with a financial adviser) you will need to obtain and provide us with certified copies of your identity verification documents with your Application. Please refer to the "Document Certification" section for a list of qualified people who can certify copies of your original documents.

Do not provide original documents as we will not return documents provided by you for the purposes of client identification.

### **Document Certification**

A certified true copy is a copy of a document that has been certified as true copy of the original document. It may include a certified copy of a print out from an electronic source such as a website.

Some of the people who can certify copies of your original documents:

- officer with, or authorised representative of, a holder of an AFS Licence having two or more continuous years of service with one or more licensees;

- an accountant who is a Member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants, with two or more years of continuous membership;
- a lawyer who is enrolled on the role of the Supreme Court of a State or Territory or the High Court of Australia;
- officer of a financial institution or finance company, with two or more continuous years of service, with one or more financial institutions or companies for the purposes of the Statutory Declaration Regulations 1993;
- agent of the Australian Postal Corporation, who is in charge of an office supplying postal services to the public;
- Police Officer;
- Justice of the Peace, Judge of a Court or Magistrate; or
- Notary public.

The person certifying the document must see the original and the copy they are to certify.

We suggest that the person certifying your Identity Verification Documents use a statement, such as:

***“I certify this to be a true copy of the original document, which was produced to me at the time of signing.”***

The authorised person should also print their name and position/capacity.

### **Completing the Application Form**

To apply to invest in the Fund and to enable your application to be processed in a timely manner, please complete the Application Form as follows:

- use a BLACK pen;
- print in CAPITAL LETTERS;
- *Indicate your choices with a cross (X);*
- *If you make an error, do not use correction fluid. Simply cross out the mistake and initial your change.*
- *If you have a financial adviser who has advised you to invest, they should complete section 8 of the Application Form;*
- *Tax File Number Notification* – please refer to the information on collection of TFNs in the PDS;

- *Income Distributions* – you have two choices:

- (a) your income distributions will be reinvested by you to acquire additional units in the Fund; or
- (b) your income distributions can be paid into your nominated account with a bank or other financial institution.

Please indicate which option you prefer. If no preference is shown, your income distributions will be reinvested;

- *Bank Account Details* – please complete all account details where income distributions are to be paid directly to your nominated bank or other account. If you want to use a credit union account, you should first check that it is connected to the electronic banking system. You may use either a cheque account or savings account;

Your BSB number will be shown on your account statement. You do not need to give bank account details if you require reinvestment of your income distributions; and

- *Declaration* – it is important that you read and understand the declarations detailed in the Fund’s PDS and below prior to signing the Application Form. When signing the Application Form, you are taken to have read and confirmed the declarations.

### **Checklist**

Before you send the Investor Verification Documents, ensure that you have correctly completed all items on the checklist below. Ensuring that all information and documentation is provided will assist in a smooth application process. This “Checklist” section is provided for your records and is not required by Mutual to process your application.

Complete all applicable fields of the Application Form using the instructions provided.

The following documents must be mailed to Mutual:

- completed Investor Verification Documents;
- certified copies of your Identity Verification document(s), where required; and
- Application Form and Application Monies with any other applicable documentation.

## Declaration by Applicant

By completing and signing the attached Application Form and investment authority, you:

- agree to be bound by the provisions of the constitution governing the Fund, as amended from time to time, a copy of which is available for your inspection;
- acknowledge the terms of Mutual's Privacy Policy available at [www.mutualld.com.au](http://www.mutualld.com.au);
- confirm that you have received and read in full, a paper or electronic copy of the current PDS before completing this Application Form;
- where the Fund's PDS has been received via the internet or other electronic means, declare that you have received it personally, or a printout of it, before making an application for units in the Fund;
- confirm that you are, or have received advice so as to be fully informed of the nature and risks associated with the Fund and that you are satisfied that the Fund is suitable for your own individual needs;
- acknowledge that neither Mutual nor its Authorised Representatives has provided you with any financial product advice and Mutual does not guarantee the performance of the Fund or the value of units;
- authorise Mutual to:
  - establish a Unit holding in your name;
  - make the investments you have selected; and
  - deduct from your Unit holding all fees and expenses incurred on your behalf including any dishonour or other fees that your financial institution may charge if there are insufficient cleared funds in your account or payment is dishonoured when you make an investment by cheque or electronic means;
- confirm that the details and information provided by you in the Application Form are true and correct and undertake to inform Mutual of any changes to the information supplied as and when they occur;
- consent to the collection and use of personal information by the Fund for the purposes specified;
- acknowledge that all redemptions are subject to the Constitution requirements as to redemption requests;

- understand and agree that Mutual may disclose information about you to courts, tribunals or as required by law, including to verify your identity as necessary for Mutual to comply with its obligations under the Anti-Money Laundering and Counter-Terrorism Financing Act;
- understand that Mutual may use your personal information for marketing to you, products and services offered by it and organisations with which it is affiliated or which it represents unless you have indicated that you do not wish to receive such information on the Application Form;
- understand and agree that Mutual may provide personal information to an external organisation that provides information technology services; and
- hereby irrevocably appoint Mutual and any Director, agent, attorney or substitute nominated by it, to be your attorney for the purpose of performing its duties under the Fund's Constitution in relation to any investment which you make.

## Returning Your Application Form

Return your completed Application Form as follows:

**By Facsimile to:** Austock Financial Services  
Pty Ltd  
Facsimile: (03) 9200 2275

*(Please note: The original **must** then be mailed to the postal address shown below.)*

Or

**By Post to:** Austock Financial Services  
Pty Ltd  
PO Box 263  
Collins Street West Vic 8007

## Application Monies

Deposit your Application Monies via Electronic Funds Transfer ("EFT") to the following account with reference to your Unit holder number (if known) or your account name:

Name: Sandhurst Trustees Limited acf the  
Mutual High Yield Fund  
BSB: 083-237  
Account No: 52 377 5948

or

Attach your cheque to the Application Form. Please make cheques payable to "**Sandhurst Trustees Limited acf the Mutual High Yield Fund.**"

# Mutual High Yield Fund - Application Form

(If you are investing through an IDPS Scheme, the operator of the Scheme will complete an Application Form for you. DO NOT COMPLETE THIS APPLICATION FORM.)

This Application Form accompanies the Product Disclosure Statement (PDS) for Mutual High Yield Fund (the "Fund") issued on 24 December 2018. You should read the entire PDS (available from our website) in full before completing this Application Form.

## SECTION 1 – TYPE OF APPLICATION

### 1A Are you an existing investor?

<input type="checkbox"/>	Yes - provide your investor number and name of investment and Complete section 5	<input type="text"/>
<input type="checkbox"/>	No	

### 1B Please indicate what type of investor you are

<input type="checkbox"/>	Individual/Joint Investors/Sole Trader – Complete Sections 2, 5, 6 and 7
<input type="checkbox"/>	Companies or Incorporated Bodies - Go to Section 2 for Directors details and Section 3, 4 (if applicable) 5, 6 and 7
<input type="checkbox"/>	Trust (including trusts with individual trustees or corporate trustees) – Complete Section 2 for Individual Trustee details and Sections 4, 5, 6 and 7

## SECTION 2 – INDIVIDUAL/JOINT INVESTORS/SOLE TRADERS (INCLUDING DIRECTORS AND TRUSTEES)

If there are more than two joint investors, you will need to complete a separate form for the additional joint investors. Directors and Individual Trustees are also required to complete this section in addition to Section 3 for Company or Incorporate Body applicants or Section 4 for Trust applicants.

### 2A APPLICANT 1 – Refer to Page ix for Identification requirements)

(Investment confirmation, payments, correspondence and statements will be sent to this investor)

#### Personal Details

Title	Surname	Full Given Names
<input type="text"/>	<input type="text"/>	<input type="text"/>

Any Other Name Known By	Gender
<input type="text"/>	<input type="checkbox"/> Male <input type="checkbox"/> Female

Date of Birth	Occupation
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>

Tax File Number or Australian Business Number

It is not compulsory for you to provide your TFN and it is not an offence if you decline to provide it. However, unless exempted, if your TFN is not provided, tax will be deducted from any income at the highest marginal rate plus the Medicare levy and any other applicable taxes or levies.

#### Residential Address (cannot be a PO Box)

Unit/Street number	Street Name	Suburb
<input type="text"/>	<input type="text"/>	<input type="text"/>

Post Code	State	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal Address (if different from above) (All correspondence will be sent to this postal address)

C/- (if applicable)

Unit/Street number	Street Name	Suburb
<input type="text"/>	<input type="text"/>	<input type="text"/>

Post Code	State	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>

## SECTION 2 – INDIVIDUAL/JOINT INVESTORS/SOLE TRADERS (INCLUDING DIRECTORS AND TRUSTEES) - Continued

### Contact Details

Home

( )

Mobile

( )

Email Address

This email address may be used for investor correspondence.

### Identification Information

AML/CTF Laws require that we collect this information. Your application cannot be processed without this information.

Are you a Politically Exposed Person? (Refer Page iii for further information)

Yes

No

Please select the source of your investment income? (select all applicable options)

Income from regular employment

Income from investments

Business income

Borrowed funds

Windfall (e.g. gift, lottery winnings)

Sale of assets

Other (please specify)

What is the purpose of investment?

Savings

Retirement

Estate Planning

Other (please specify)

### Residency Status for tax purposes

Under FATCA and Common Reporting Standard ('CRS') laws, we are required to ask all investors to provide additional information about their tax residency.

Are you a tax resident of Australia?

Yes

No

Are you a tax resident of a country other than Australia or a US citizen?

Yes

No

If YES, you will need to complete a separate Tax Residency Form

## 2B APPLICANT 2 – Refer to Page ix for Identification requirements)

### Personal Details

Title

Surname

Full Given Names

Any Other Name Known By

Gender

Male

Female

Date of Birth

/

/

Occupation

Tax File Number or Australian Business Number

It is not compulsory for you to provide your TFN and it is not an offence if you decline to provide it. However, unless exempted, if your TFN is not provided, tax will be deducted from any income at the highest marginal rate plus the Medicare levy and any other applicable taxes or levies.

### Residential Address (cannot be a PO Box)

Unit/Street number

Street Name

Suburb

Post Code

State

Country

Postal Address (if different from above) (All correspondence will be sent to this postal address)

C/- (if applicable)

Unit/Street number

Street Name

Suburb

Post Code

State

Country

## SECTION 2 – INDIVIDUAL/JOINT INVESTORS/SOLE TRADERS (INCLUDING DIRECTORS AND TRUSTEES) - Continued

### Contact Details

Home

( )

Mobile

( )

Email Address

This email address may be used for investor correspondence.

### Identification Information

AML/CTF Laws require that we collect this information. Your application cannot be processed without this information.

**Are you a Politically Exposed Person?** (Refer Page iii for further information)

Yes

No

**Please select the source of your investment income?** (select all applicable options)

Income from regular employment

Income from investments

Business income

Borrowed funds

Windfall (e.g. gift, lottery winnings)

Sale of assets

Other (please specify)

**What is the purpose of investment?**

Savings

Retirement

Estate Planning

Other (please specify)

### Residency Status for tax purposes

Under FATCA and Common Reporting Standard ('CRS') laws, we are required to ask all investors to provide additional information about their tax residency.

Are you a tax resident of Australia?

Yes

No

Are you a tax resident of a country other than Australia or a US citizen?

Yes

No

If YES, you will need to complete a separate Tax Residency Form

### 2C AUTHORITY TO INSTRUCT ON THE INVESTMENTS (JOINT APPLICANTS ONLY)

Please elect which joint applicants have authority to instruct on the investment and bind the other joint investor(s) for future transactions (including additional investments or withdrawals)

All applicants (default)

Applicant 1 only

Applicant 2 only

Either Applicant

### 2D ARE YOU A SOLE TRADER?

No

Yes. If you are a sole trader, you will need to provide the following additional details.

Business Name (if applicable)

Australian Business Number (ABN)

### Principal Place of Business Address (cannot be a PO Box)

Unit/Street number

Street Name

Suburb

Post Code

State

Country

## SECTION 2 – INDIVIDUAL/JOINT INVESTORS/SOLE TRADERS - (INCLUDING DIRECTORS AND TRUSTEES) *Continued*

### Required Identification Documents for Individual or Joint Investors

For each applicant named in Section 2 (individual, joint investor, individual trustee, sole trader, beneficial owner, or director), we require **one** of the following:

- A current Australian driver's licence **OR**
- A current Australian Passport **OR**
- A card issued under a state or territory law for proving a person's age which contains a photograph of the person in whose name the document is issued **OR**
- A copy of a foreign passport or similar document issued for the purposes of international travel that contains a photograph and the signature of the person in whose name the document is issued

To appoint a power of attorney, complete Section 8.2 of this Application Form and provide the original certified copy of the power of attorney document.

## SECTION 3 – COMPANY/CORPORATE TRUSTEE

*Foreign or domestic company applicants or Corporate Trustees must complete this section.*

### 3A COMPANY DETAILS – Refer to Page xiii for Identification requirements)

Full Name of Company or Corporate Trustee (Must be the Company's full name as currently registered with ASIC)

What is the nature of the Business Activity?  Corporate Trustee  Other (specify)

ACN  ABN or Tax File Number

Is the company a foreign entity for tax purposes  Yes - Specify country of tax residence

No

#### Principal Place of Office of your Business (cannot be a PO Box)

Unit/Street number  Street Name  Suburb

Post Code  State  Country

#### Registered Address (if different to above)

Unit/Street number  Street Name  Suburb

Post Code  State  Country

## SECTION 3 – COMPANY/CORPORATE TRUSTEE – *Continued*

### Company Contact Details

Contact Person's Name

Position Title

Business number

Mobile number

( )

Email Address

### 3B RESIDENCY STATUS FOR TAX PURPOSES

Pursuant to FATCA and Common Reporting Standard ("CRS") laws, we are required to ask all investors to provide additional information about tax residency.

Is the company a tax resident of Australia  Yes  No

If any of the following apply to the company, please complete the "Mutual FATCA/CRS Self Certification Form" and return to us with your Application Form. Download the form at [www.mutualtd.com.au](http://www.mutualtd.com.au).

- A tax resident of a country other than Australia or a US citizen?  Yes  No
- A US Company, US Trust or US Partnership?  Yes  No
- An Australian Financial Institution ('AFI') or Other Partner Jurisdiction Financial Institution ('FI')?  Yes  No

### 3C BENEFICIAL OWNER 1 (Proprietary Companies only)

Cross this box if same as "Individual 1 in Section 2A. If different, complete this section and provide Individual Identification Documentation as outlined on page ix.

Title

Surname

Full Given Names

Date of Birth

 /  / 

#### Residential Address (cannot be a PO Box)

Unit/Street number

Street Name

Suburb

Post Code

State

Country

Are you a Politically Exposed Person? (Refer Page iii for further information)

Yes

No

Country of tax residence (please specify) (if more than one, please specify all)

If you are a tax resident of a country other than, or in addition to, Australia, and/or you are a US citizen, please complete the "Mutual FATCA/CRS Self Certification Form" and return to us with your Application Form. Download the form at [www.mutualtd.com.au](http://www.mutualtd.com.au)

## SECTION 3 – COMPANY/CORPORATE TRUSTEE – *Continued*

### 3D BENEFICIAL OWNER 2 (Proprietary Companies only)

Cross this box if same as “Individual 1 in Section 2B. If different, complete this section and provide Individual Identification Documentation as outlined on Page ix.

Title

Surname

Full Given Names

Date of Birth

/

/

#### Residential Address (cannot be a PO Box)

Unit/Street  
number

Street Name

Suburb

Post Code

State

Country

Are you a Politically Exposed Person? (Refer Page iii for further information)

Yes

No

Country of tax residence (please specify) (if more than one, please specify all)

If you are a tax resident of a country other than, or in addition to, Australia, and/or you are a US citizen, please complete the “Mutual FATCA/CRS Self Certification Form” and return to us with your Application Form. Download the form at [www.mutualld.com.au](http://www.mutualld.com.au)

### 3E BENEFICIAL OWNER 3 (Proprietary Companies only)

Complete this section and provide Individual Identification Documentation as outlined on Page ix.

Title

Surname

Full Given Names

Date of Birth

/

/

#### Residential Address (cannot be a PO Box)

Unit/Street number

Street Name

Suburb

Post Code

State

Country

Are you a Politically Exposed Person? (Refer Page iii for further information)

Yes

No

Country of tax residence (please specify) (if more than one, please specify all)

If you are a tax resident of a country other than, or in addition to, Australia, and/or you are a US citizen, please complete the “Mutual FATCA/CRS Self Certification Form” and return to us with your Application Form. Download the form at [www.mutualld.com.au](http://www.mutualld.com.au)

**If there are more than three beneficial owners, please attach their details to the Application Form.**

## SECTION 3 – COMPANY/CORPORATE TRUSTEE – *Continued*

### 3F COMPANY TYPE

Please indicate company type by selecting one of the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Public Listed Company – Complete (i) below   | <input type="checkbox"/> Foreign Company – Complete (iv) below  |
| <input type="checkbox"/> Majority owned subsidiary of a listed public company – Complete (ii) Below   | <input type="checkbox"/> Proprietary (including corporate trustees) If applying on behalf of a trust – Go to Section 4. If not, go to Section 5 |
| <input type="checkbox"/> Licensed and subject to the regulatory oversight of a commonwealth, state or territory regulator in relation to its activities as a company – Complete (iii) below | <input type="checkbox"/> Public – Go to Section 5.  |

#### (i) Public Listed Company

Name of Exchange on which shares are listed

Go to Section 5

#### (ii) Majority Owned Subsidiary of a Public Listed Company

Name of Parent Company

Exchange of Parent Listing

ACN

ABN (If any)

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Go to Section 5

#### (iii) Licensed Company Subject to Regulatory Oversight

Name of Regulator

Regulatory Details

#### (iv) Foreign Company

Please complete one of the below sections, along with the Mutual FATCA/CRS Self-Certification Form and return to us with your Application Form. Download the form at [www.mutualld.com.au](http://www.mutualld.com.au)

##### a. Registered with ASIC

Full Registered Name

ARBN

<input type="text"/>	<input type="text"/>
----------------------	----------------------

##### Name and address of local agent in Australia

Name of Agent

Unit/Street number

Street Name

Suburb

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Post Code

State

Country

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Country of formation/incorporation/registration

##### Registered Address in country of formation

Unit/Street number

Street Name

Suburb

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Post Code

State

Country

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

## SECTION 3 – COMPANY/CORPORATE TRUSTEE – *Continued*

**b. Registered by a foreign registration body**

Name of foreign registration body

Registration number

**c. Not registered by foreign registration body or ASIC**

**Address of principal place of business**

Unit/Street number

Street Name

Suburb

Post Code

State

Country

**Once complete, if you are applying on behalf of a trust, go to Section 4. If not, go to Section ...**

### Required Identification Documents for Company/Corporate Trustee Investors

For Australian companies, certified copies of the following identification documents are required:

A certificate of registration issued by ASIC **OR**

A current company search from the ASIC database

For Foreign companies, certified copy of the following identification document is required:

A company registration document or equivalent

## SECTION 4 – TRUSTS

To be completed on behalf of regulated superannuation funds (including SMSFs), other unregulated trusts, managed investment schemes and charities.

### 4A TRUST DETAILS

Trust/Fund/Estate Full Name

Country in which trust was established

What is nature of business activity?

SMSF

Other (please specify)

ABN/TFN

Country of tax residence

*If the country of tax residence is not Australia, please complete the “Mutual FATCA/CRS Self Certification Form” and return to us with your Application Form. Download the form [www.mutualld.com.au](http://www.mutualld.com.au)*

## SECTION 4 – TRUSTS – *Continued*

### 4B TYPE OF TRUST

Please indicate trust structure by selecting one of the following:

Trust is regulated and subject to domestic regulatory oversight in its activities as a trust (e.g. SMSF – the regulator is generally the ATO)

Name of Regulator

Managed Investment Scheme registered with ASIC

ARSN

Managed Investment Scheme which is not registered with ASIC, only has wholesale clients and does not make small scale offerings to which Section 1012E of the Corporations Act 2001 applies

Trust is a government superannuation fund established by legislation

Name of Legislation

Other unregulated trust.  
Specify type of Trust

### 4C BENEFICIAL OWNER 1 (Required for unregulated trusts only)

A beneficial owner is the person who controls the activities of the trust.

Cross this box if same as “Individual 1 in Section 2A. If different, complete this section and provide Individual Identification Documentation as outlined on Page ix.

#### Beneficial Owner 1 - Personal Details

Title Surname Full Given Names

Date of Birth

/  /

#### Residential Address (cannot be a PO Box)

Unit/Street number Street Name Suburb

Post Code State Country

Are you a Politically Exposed Person? (Refer Page iii for further information)  Yes  No

Country of tax residence (please specify) (if more than one, please specify all)

*If you are a tax resident of a country other than, or in addition to, Australia, and/or you are a US citizen, please complete the “Mutual FATCA/CRS Self Certification Form” and return to us with your Application Form. Download the form at [www.mutualld.com.au](http://www.mutualld.com.au)*

### 4D BENEFICIAL OWNER 2 (Required for unregulated trusts only)

A beneficial owner is the person who controls the activities of the trust.

Cross this box if same as “Individual 1 in Section 2B. If different, complete this section and provide Individual Identification Documentation as outlined on Page ix.

## SECTION 4 – TRUSTS – Continued

### Beneficial Owner 2 - Personal Details

Title Surname Full Given Names

Date of Birth  
 /  /

### Residential Address (cannot be a PO Box)

Unit/Street number Street Name Suburb

Post Code State Country

Are you a Politically Exposed Person? (Refer Page iii for further information)  Yes  No

Country of tax residence (please specify) (if more than one, please specify all)

*If you are a tax resident of a country other than, or in addition to, Australia, and/or you are a US citizen, please complete the "Mutual FATCA/CRS Self Certification Form" and return to us with your Application Form. Download the form at [www.mutualtd.com.au](http://www.mutualtd.com.au).*

***If there are more than two beneficiaries, please provide details on a separate attachment to this Application***

### 4E TRUST SETTLOR DETAILS

#### Required for unregulated trusts only

The settlor is the person who made the initial contribution to the trust.

- Cross this box if settlor is deceased
- Cross this box if the initial contribution was less than \$10,000
- Cross this box if settlor is same as "Individual 1" in Section 2A
- Cross this box if settlor is same as "Individual 2" in Section 2B
- None of the above. Please complete below

Full Name of Settlor

Address of Settlor

### 4F IS TRUSTEE AN INDIVIDUAL?

Yes – Please complete Section 2A  No. Please continue.

### 4G IS TRUSTEE A COMPANY?

Yes – Please complete Section 3A  No. Please continue.

## SECTION 4 – TRUSTS – *Continued*

### Required Identification Documents for Trusts

Original certified copy of the trust deed or extract of the trust deed showing the name of the trust, name and address of the settlor, amount of the initial settled sum, name(s) and address(es) of the trustee(s), the beneficiaries/unitholders names/class(es) and the trust's execution page. (We will only use the trust deed for AML/CTF purposes and will not otherwise review the trust deed); or

An original notice of assessment from the Australian Taxation Office within the last 12 months or

A hand-signed letter from a solicitor or qualified accountant verifying the name of the trust.

## SECTION 5 – INVESTMENT DETAILS

### 5A APPLICATION MONIES

Please specify the amount you wish to invest. The minimum initial investment is \$20,000.

	Units (Scheme Investors)
Application Monies	\$

### 5B INCOME DISTRIBUTIONS

(select one of the boxes below)

Reinvest

Credit Bank Account

## SECTION 6 – NOMINATED BANK ACCOUNT DETAILS

Please provide your bank details for redemptions and distributions.

Distribution and redemption proceeds can only be paid into an account with an Australian financial institution. This account must be in the investor's name. Payment to a third-party bank account is not permitted. For example, if you are applying as a corporate trustee for a trust, the bank account must include the name of the trust.

### 6A Payment of Distributions of Income/Redemption Proceeds

Name of Financial Institution

Branch Location

Account Name

Branch No. (BSB)

Account Number

## SECTION 7 - AUTHORISED SIGNATORIES FOR FUTURE TRANSACTIONS

### 7A Account Signing Authority for Future Transactions

Please complete one of the following:

If no option is nominated, all future written instructions must be executed by the individual(s) who signed this Application Form.

#### INDIVIDUAL/JOINT INVESTORS

Either to sign

Both to sign

#### COMPANY (DOMESTIC/FOREIGN)

Sole director to sign

The two directors that have executed this Application Form to sign

The director and company secretary that have executed this Application Form to sign

Other, please provide details (attach additional pages for additional authorised signatories)

Name

Signature

#### TRUST

##### If individual trustee(s)

Either trustee that has executed this Application Form to sign

Both trustees that have executed this Application Form to sign

Other, please provide details (attach additional pages for additional authorised signatories)

Name

Signature

If corporate trustee(s) – Refer to requirements for “Company (Domestic/Foreign)” listed above.

### 7B Declaration and Account Signing Authority

**Important Note:** Information provided to Mutual Limited will only be used for the purpose specified. It may be accessed and updated by you by contacting our Customer Service personnel (03) 8681 1900. It will only be disclosed to other parties where required by law (e.g. ATO) or to implement your request (e.g. investments). If you do not provide all of the requested information, we may not be able to action your request.

I/We the Applicant(s) whose signature(s) appear below:

- have read and understood the PDS to which this Application Form relates and the declarations as outlined on page v of this Application Form;
- confirm these declarations and declare that the statement and answers set forth are strictly true; and
- agree to receive information on other products and services offered by us.

If you do not wish to receive information on other products and services offered by us, please cross this box.

## SECTION 7 - AUTHORISED SIGNATORIES FOR FUTURE TRANSACTIONS

### AUTHORISED SIGNATORIES

#### Individual/Joint Investors

Investor 1 – Signature

Date (DD-MM-YYYY)

Investor 2 – Signature

Date (DD-MM-YYYY)

--	--	--	--

#### Company / Corporate Trustee Investors

Director/Sole Director

Date (DD-MM-YYYY)

Director/Secretary

Date (DD-MM-YYYY)

--	--	--	--

Return completed Application Form as follows:

#### By Facsimile to:

Austock Financial Services Pty Ltd  
Facsimile: (03) 9200 2275

(Please note: The original **must** then be mailed to the postal address shown below.)

or

#### By Post to:

Austock Financial Services Pty Ltd  
PO Box 263  
Collins Street West Vic 8007

#### Application Monies:

Deposit your Application Monies via EFT to the following account with reference to your Unit holder number (if known) or your account name:

Name: **Sandhurst Trustees Limited acf Mutual High Yield Fund**  
BSB: 083-237  
Account No: 52 377 5948

or

Attach your cheque or money order to the Application Form. Please make cheques payable to “**Sandhurst Trustees Limited acf Mutual High Yield Fund**”.