# ausbil

# **Additional Information Guide**

# Dated 30 September 2023

This Additional Information Guide is issued by Ausbil Investment Management Limited (ABN 26 076 316 473 AFSL 229722) (**Responsible Entity, Ausbil, Ausbil Investment Management, we**) as responsible entity of the Funds listed below (individually known as the **Fund** and collectively known as the **Funds**).

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# Important notes

This Additional Information Guide (**Guide**) contains important information which should be read before deciding to invest in the Funds listed below. The information in this Guide forms part of the Product Disclosure Statement (**PDS**) for each of the Funds listed below. You should consider these documents together before making a decision about the relevant Fund. The information provided in this Guide is general information only and does not take account of your personal financial situation or needs. You should obtain financial advice tailored to your personal circumstances. The information in this Guide is current as at the issue date but may change from time to time. No other class of units in the relevant Fund is offered through this Guide except for the class noted in the table below. References in this Guide to the relevant Fund accordingly refer to the relevant class of units in the relevant Fund as the context requires. Unless otherwise defined in this Guide, defined terms have the same meaning as used in the PDS.

FUND	ARSN	APIR	PDS Dated
Ausbil Australian Active Equity Fund - Wholesale Class	089 996 127	AAP0103AU	30 September 2023
Ausbil Australian SmallCap Fund	630 022 909	AAP5529AU	30 September 2023
Ausbil Australian Emerging Leaders Fund - Wholesale Class	089 995 442	AAP0104AU	30 September 2023
Ausbil Australian Concentrated Equity Fund	622 627 696	AAP9227AU	30 September 2023
Ausbil Active Sustainable Equity Fund - Wholesale Class	623 141 784	AAP3940AU	30 September 2023
Ausbil Active Dividend Income Fund – Wholesale Class	621 670 120	AAP3656AU	30 September 2023
Ausbil MicroCap Fund	130 664 872	AAP0007AU	30 September 2023
Ausbil Australian Geared Equity Fund	124 196 407	AAP0002AU	30 September 2023
Ausbil Balanced Fund	089 996 949	AAP0101AU	30 September 2023
Ausbil Global SmallCap Fund	623 619 625	AAP8285AU	30 September 2023
Ausbil Global Essential Infrastructure Fund – Unhedged	628 816 151	AAP3254AU	30 September 2023
Ausbil Global Essential Infrastructure Fund – Hedged	628 816 151	AAP3601AU	30 September 2023

The PDS, Target Market Determination (TMD) and this Guide are available at **www.ausbil.com.au**. You can also request a copy by calling Ausbil on 1800 287 245 (toll free Australia) or +61 2 9259 0200.

# 1. How we invest your money

# About Ausbil

Ausbil's structure embraces four criteria important in the selection of an investment manager:

- solid ownership structure providing strong financial integrity;
- key management incentivised by way of ownership in the business;
- proven investment processes and performance track record in core areas of expertise with a strong focus on risk management skills; and
- an experienced and stable team of investment managers.

The investment philosophy and corporate goals of Ausbil have been formulated to provide a disciplined investment management style that is primarily active, but which also incorporates quantitative inputs and is risk aware. Whilst primarily fundamental research based, Ausbil's process also encompasses quantitative elements to ensure we are not dominated by an active thematic-biased style. Ausbil's Australian investment process has been pioneered and successfully implemented over more than 20 years.

# Ausbil's active engagement

Ausbil believes that engagement with companies contributes to better informed investment decisions, can reduce the risk of capital destruction and can potentially expand the companies that it may invest in.

Ausbil actively engages with companies on sustainability issues and has an active voting policy. The active engagement takes the form of a direct and individual dialogue between Ausbil and companies (eg the board, management, sustainable/ESG department etc) and stakeholders (eg industry bodies) through meetings, company visits, written exchanges etc. The aim is to raise the awareness of companies and to receive additional information from companies on specific topics, to encourage them to adopt industry best practice and adopt transparency on environmental, social (including labour standards) and corporate governance (**ESG**) issues.

In addition to company and industry engagement, Ausbil actively engages at an environmental, social and/or governance policy level, for example submissions to Australian Government or industry body led policy discussions/enquiries. Ausbil also actively participates in relevant collaborative engagements with other investors, eg the Principles for Responsible Investment.

# Sustainable Approach to Investing

This section provides more information about the sustainable approaches to investing and the exclusion policies for the Ausbil Active Sustainable Equity Fund and the Ausbil Global Essential Infrastructure Fund, as well as the exclusion policy for the Ausbil Global SmallCap Fund.

## Ausbil Active Sustainable Equity Fund

Ausbil's sustainable approach to investing initially excludes companies that have material exposure to 'controversial activities'. Ausbil then applies its proprietary ESG research to determine the sustainability profile of remaining companies. Companies that Ausbil determines to have poor sustainability profiles are excluded and the Fund is then allowed to invest in companies that are determined by Ausbil to have relatively good sustainability profiles.

The Fund's investments are regularly reviewed to determine whether they continue to form part of the Fund's investible universe. If Ausbil becomes aware that the Fund is invested in a company that no longer forms part of the Fund's investible universe, the investment will be sold in a reasonable period of time.

## **Exclusions for controversial activities**

Initially, the Fund excludes companies with material direct and/or indirect exposure to controversial activities (see below for more information about material thresholds), as follows:

- the production or distribution of alcohol, gambling, adult content and adult entertainment;
- the distribution of tobacco;
- the production or distribution of weapons & armaments;
- the production or distribution of predatory lending products;
- animal cruelty;
- the logging of old growth forests;
- non-remediated case(s) of human rights violations and/ or inadequate risk management of potential human rights violations, including in supply chains;
- the mining and/or extraction of uranium; and
- the exploration, mining and/or distribution of fossil fuels, such as oil, gas, oil sands and coal, unless a company plays a net positive role in the transition to a low carbon economy. Ausbil's ESG research team has the discretion to use their ESG research to make this assessment and applies it infrequently, based on companies having either:
  - highly credible climate change commitments; and/or
  - earnings from decarbonisation-related activities that exceed earnings from activities that have negative climate change impacts.

Material direct (eg manufacturing, development, or trading of) and/or indirect (eg provision of services/components to a controversial industry) exposure is defined as 10% or more of earnings from one or a combination of the above controversial activities. A company's earnings before interest and taxes (**EBIT**) is generally used to assess the earnings of a company and, if it is not available, then another reasonable measure or estimate of earnings is used.

Furthermore, the universe is refined to exclude companies with a direct exposure (0% of earnings) to:

- the production of tobacco and tobacco-based products; and
- the production of controversial weapon & armaments.

## Please see the Fund's **Controversial Activity Exclusion Policy** available at **www.ausbil.com.au** for further

information on controversial activities, including direct and indirect examples, and the material threshold that is applied to each activity.

## Application of ESG research

Following the exclusion of companies based on the Fund's Controversial Activity Exclusion Policy, Ausbil's proprietary ESG research is applied to the Fund.

Ausbil's dedicated ESG team researches on a proprietary basis and assesses a company based on the industry in which the company operates in (ie what a company does) and the company's ESG factors (ie how a company manages these factors). Ausbil uses this process to determine a company's sustainability profile and sustainability score. Companies that have poor sustainability profiles in Ausbil's view are filtered and excluded from the investible universe. There are many factors that might contribute to Ausbil's view that a company has a poor sustainability profile, but examples include companies with poor employee safety and/ or workplace practices and companies that Ausbil considers having significant, persistent and unresolved corporate governance issues, conflicts of interest in ownership and/or poor Board structures.

#### Portfolio construction

The remaining companies in the investible universe are regarded as having relatively good sustainability profiles in Ausbil's view. Ausbil ranks each remaining company by equally combining Ausbil's sustainability score (as determined by Ausbil's ESG research) with Ausbil's equity analyst's conviction score, which is determined by Ausbil's proprietary company level research.

The final step in Ausbil's sustainable approach to investing is the construction of a portfolio of companies that ensures at least half of the Fund's portfolio consists of the top third ranked companies.

# Ausbil Global Essential Infrastructure Fund

The Fund's sustainable approach to investing initially excludes companies that have material exposure to 'controversial activities'. The Fund's investment team then applies proprietary ESG analysis using both its in-house research and external sources of research to determine the sustainability profile of remaining companies. The Fund can invest in companies that are determined by Ausbil to have relatively good sustainability profiles.

The Fund's investments are regularly reviewed to determine whether they continue to form part of the Fund's investible universe. If Ausbil becomes aware that the Fund is invested in a company that no longer forms part of the Fund's investible universe, the investment will be sold in a reasonable period of time.

#### Exclusions for controversial activities

Given the nature of the Fund's investments, eg listed infrastructure securities, it is not the intention of the Fund to invest in companies that have direct exposure to controversial activities, eg gambling, animal testing. However, these controversial activities have been included to demonstrate the commitment that the Fund's investment team has to the investment process and the management of the Fund.

Whether a company is excluded from the Fund's investible universe is determined by the company's level of exposure to controversial activities, measured as a percentage of revenue (which is generally a company's reported sales revenue or, if it is not available, then another reasonable measure or estimate of sales revenue is used).

The Fund will exclude companies that:

- are directly involved in either one of the following:
  - controversial weapons and armaments eg antipersonnel landmines, cluster bombs, nuclear weapons, depleted uranium weapons & armour, chemical weapons, biological weapons, white phosphorus;
    - the production of tobacco and tobacco-based products.

- are directly or indirectly involved in the following: - increasing absolute production of or capacity for
  - thermal coal-related products/services; and
    a company without a clear path to transition away from thermal coal-related products/services.
- have a material direct exposure (10% or more of revenue, except if otherwise stated) from one or a combination of:
  - conventional armaments;
  - adult content;
  - alcohol;
  - gambling;
  - genetically modified organisms; and
  - tobacco distribution (5% or more of revenue).
- perform animal testing that is either prohibited or considered irresponsible; and
- are involved with oppressive regimes eg companies with high human rights risks.

#### Please see the Fund's Controversial Activity Exclusion

**Policy** available at **www.ausbil.com.au** for further information on controversial activities, including direct and indirect examples, and the material threshold that is applied to each activity.

#### Portfolio construction

In constructing a portfolio, initially the Fund excludes companies with material exposure to controversial activities. The Fund's investment team then applies proprietary ESG analysis using both its in-house research and external sources of research to the Fund.

The Fund's investment team researches, assesses and scores a company based on the industry in which a company operates in (ie what a company does) and a company's ESG factors (ie how a company manages these factors). The team uses this process to determine a company's sustainability profile and sustainability score, which can be a maximum score of 100. Ausbil then ranks these companies by this sustainability score.

The final step in the Fund's sustainable approach to investing is the construction of a portfolio of companies that ensures the following:

- the Fund's total sustainability score is more than 60, calculated as the weighted average of each company score in the portfolio;
- at least three quarters of the Fund's investments will have an individual company sustainability score more than 45; and
- at least 20% of the total Fund's portfolio consists of the top 50% ranked companies, according to Ausbil's sustainability score.

#### Ausbil Global SmallCap Fund

The Fund's controversial activity exclusion policy allows for the removal of companies with material exposure to 'controversial activities', measured as a percentage of revenue (which is generally a company's reported sales revenue or, if it is not available, then another reasonable measure or estimate or sales revenue is used).

The Fund's investments are regularly reviewed to determine whether they continue to form part of the Fund's investible universe. If Ausbil becomes aware that the Fund is invested in a company that no longer forms part of the Fund's investible universe, the investment will be sold in a reasonable period of time. Whether a company is excluded from the Fund's investible universe is determined by the company's level of exposure to controversial activities. The Fund will exclude companies that:

- are directly involved in either one of the following:
  - controversial weapons and armaments eg antipersonnel landmines, cluster bombs, nuclear weapons, depleted uranium weapons & armour, chemical weapons, biological weapons, white phosphorus;
  - the production of tobacco and tobacco-based products.
- have a material direct exposure (10% or more of revenue, except if otherwise stated) from one or a combination of:
  - conventional armaments;
  - thermal coal;
  - adult content;
  - alcohol;
  - gambling;
  - genetically modified organisms; and
  - tobacco distribution (5% or more of revenue).
- perform animal testing that is either prohibited or considered irresponsible; and
- are involved with oppressive regimes eg companies with high human rights risks.

Please see the Fund's **Controversial Activity Exclusion Policy** available at **www.ausbil.com.au** for further information on controversial activities, including direct and indirect examples, and the material threshold that is applied to each activity.

## **Derivatives**

Derivative transactions include instruments such as futures, options on futures, over-the-counter options, exchange traded options, swaps and forward contracts. The use of derivatives may have a negative impact on a Fund where there is an adverse movement in the underlying asset on which a derivative is based or where a derivative position is difficult or costly to reverse. When entering into a derivative transaction on behalf of a Fund there will be cash and/or underlying assets available to meet the exposure positions of the derivative instruments. Please see Section 5 of the relevant fund's PDS for more details on whether derivatives are used in managing the Fund.

# **OECD G7 CPI Index**

The benchmark for the Ausbil Global Essential Infrastructure Fund is the OECD G7 CPI Index. OECD G7 CPI Index is published on a monthly basis and represents the weighted average changes in the prices of consumer goods and services purchased by households for the Group of 7 countries in the Organisation for Economic Co-operation and Development (OECD). The Group of 7 countries are Canada, France, Germany, Italy, Japan, United Kingdom and United States. Ausbil maintains an accumulation index calculated by converting the movement in OECD G7 CPI Index reported, plus 5.5% per annum, into a daily return.

# Your investment decision

In making a decision it is important to consider the investment, its level of risk and diversification and how it relates to your investment goals and other investments you may hold. You should carefully read the relevant PDS, including all the information in this Guide, and seek appropriate professional advice before you make your decision. Ausbil does not provide personal advice to any clients.

#### **Considering your investment goals**

To meet your investment goals you should consider:

- your return expectations this reflects the types of returns that you are seeking from an investment;
- your investment time horizon which is based on the length of time you expect to hold an investment; and
- your risk tolerance which refers to the extent of variation in the value of your investment and returns (if any) from your investment that you are willing to bear over the course of your investment time horizon.

#### Standard risk measure

The standard risk measure is based on industry guidance to allow you to compare investment options that are expected to deliver a similar number of negative annual returns over any 20 year period.

The standard risk measure is not a complete assessment of all forms of investment risk. For instance it does not detail what could be the size of the negative return or the potential for a positive return to be less than you may require to meet your objectives. Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return and should not be used to compare fees. You should still ensure you are comfortable with the risks and potential losses associated with your chosen investment option(s).

The following table is used to determine the risk label that applies to a fund:

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

The Responsible Entity has developed a methodology consistent with the guiding principles outlined by the Financial Services Council and the underlying assumptions are structured to reflect a conservative bias ie, in favour of overstating risk. The methodology applies a set of relevant capital market assumptions (returns, volatility, correlation) to calculate the forward-looking return distribution for the investment strategy of a fund. The probability of a negative return in any one year is derived and then multiplied by 20 to achieve the estimated number of negative returns over any 20 year period. This number is compared to the table above to identify the Risk Band and Risk Label applicable to a fund.

Please see Section 5 of the relevant fund's PDS for each Fund's standard risk measure.

# 2. How the Fund works

# Applications into a Fund

Applications will be processed with an effective date being the date the Administrator receives a valid application, completes the necessary verification checks and receives your application money in cleared funds.

Instructions for completing and submitting applications are available at **www.ausbil.com.au**.

Ausbil retains absolute discretion to accept or reject any application in whole or in part. Specifically, if the Responsible Entity is unable to approve an application due to a lack of documentation or failure of verification procedures required by the Anti Money Laundering and Counter Terrorism Financing Act 2006 (Cth) (AML/CTF Act), your application will not be processed until these procedures are complete.

#### Applications via mFund

Applications via mFund must be made through your broker. Applications made via mFund will be transmitted to Ausbil and are subject to the transaction cut-off times set out below. This is based on the time of the receipt of the application by Ausbil.

#### Incomplete or rejected application forms

Under the Constitution, the Responsible Entity can accept or reject any application for units and is not required to give any reason or grounds for such a refusal. To ensure that your application is processed efficiently, you need to complete all relevant sections of the relevant forms, including providing all required documents outlined in the forms.

If your application form is not completed to the Responsible Entity's satisfaction and the Responsible Entity is not able to proceed with your request the Responsible Entity may:

- attempt to contact you; and/or
- hold your application monies in a non-interest bearing trust account until the Responsible Entity receives the required information.

Monies will be held for a maximum period of 30 days commencing on the day the Responsible Entity receives the monies. After this period your funds will be returned to the source of payment. If your application form is subsequently completed to the Responsible Entity's satisfaction prior to the expiration of the 30 day period and:

- before 2.30pm on any Business Day the monies held will be used to apply for units which will be issued at the application price next calculated for that Business Day; or
- after 2.30pm on any Business Day or on a non-Business Day, the monies held will be used to apply for units which will be issued at the application price calculated for the next Business Day.

#### Identification and verification requirements

The AML/CTF Act requires the collection and verification of specific information from investors, including information in relation to the underlying beneficial owners of an investor or potential investor and the source of any payment. As well as completing the application form, you may also be required to provide documentation to verify your identity. The actual documentation required will depend on what type of investor you are (for example, individual, sole trader, superannuation fund, trust or Australian company) and is explained during the application process.

Under relevant laws, the Responsible Entity may be required to ask you for additional identity verification documents and/or information about you or anyone acting on your behalf, either when the Responsible Entity is processing your investment request or at some stage after the Responsible Entity has issued units in the Fund, and may need to re-verify information previously provided. The Responsible Entity may pass any information it collects and holds about you or your investment to relevant government authorities. Further, under the AML/ CTF Act, the Responsible Entity is required to disclose information about suspicious matters to regulatory and/or law enforcement agencies and may be prevented from informing you of such disclosure.

If the Responsible Entity does not receive all the required valid customer identity verification documents, or it is unable to verify your identity at any time, it may not be able to commence your investment or may not process any future withdrawal requests until it receives the required document(s). The Responsible Entity will contact you as soon as possible if it requires more information. Where a transaction is delayed, blocked, frozen or refused, the Responsible Entity is not liable for any loss you suffer (including consequential loss) as a result of compliance with the AML/CTF Act as it applies to the Fund.

# Transferring ownership

Transferring units may have tax implications and you should consult your taxation adviser before you arrange any transfer of units. The Responsible Entity may, in its discretion, refuse to register any transfer of units and is not required to give any reasons. Where the Responsible Entity refuses to register a transfer, it may withdraw those units in accordance with the Constitution. For further information about how you may transfer your units, please contact us.

# Withdrawals out of a Fund

## **Restrictions on withdrawals**

Redemption monies will only be paid to your nominated Australian bank account. Cheques and third party payments are not available. A transaction confirmation will be sent within 5 Business Days of when the withdrawal proceeds have been paid.

The Responsible Entity may, in accordance with the relevant Constitution and the Corporations Act, suspend withdrawals when the Responsible Entity believes it is in the best interests of the unitholders of that Fund as a whole, including where any of the following occur in relation to a particular Fund:

- the Responsible Entity has taken all reasonable steps to realise sufficient Fund assets to satisfy withdrawal requests and is unable to do so; and
- the Responsible Entity is unable to calculate the withdrawal price or to fairly determine the NAV due to one or more circumstances outside its control.

In addition, for all the Funds except the Ausbil MicroCap Fund, if the Responsible Entity receives withdrawal requests in respect of any withdrawal date in relation to more than 20% of the units in the Fund, the Responsible Entity may stagger the withdrawals in accordance with the Constitution. For the Ausbil MicroCap Fund if the Responsible Entity receives withdrawal requests in respect of any withdrawal date in relation to more than 10% of the units in the Fund, the Responsible Entity may stagger the withdrawals in accordance with the Constitution.

If a Fund is illiquid, withdrawals from that Fund will only be possible if the Responsible Entity makes a withdrawal offer in accordance with the Corporations Act. As at the date of this PDS each of the Funds are liquid.

For further details on the circumstances where the Responsible Entity may delay or suspend withdrawals, please contact the Responsible Entity or refer to the relevant Constitution, a copy of which is available free of charge by contacting the Responsible Entity.

Under each Fund's Constitution, Ausbil has the right to compulsorily redeem units in the Fund in certain other circumstances, including where holding the units is in breach of law.

The Responsible Entity may determine that some or all of a withdrawal amount consists of income (which may include net capital gains), rather than capital of a Fund. The Responsible Entity will advise you when this is the case as soon as practicable after the end of the financial year in which the withdrawal occurred.

#### Withdrawals via mFund

While a Fund is admitted as an mFund product, mFund investors can withdraw from that Fund by lodging a request with your ASX broker (or your financial adviser who uses a stockbroking service on your behalf).

Your ASX broker will direct the withdrawal request to us through CHESS. Applications for withdrawals received and accepted by us will be forwarded by CHESS to your ASX broker with the withdrawal payment date and the withdrawal unit price as notified by us. When your withdrawal payment is passed through the CHESS daily batch settlement process, the units will be cancelled and your Holder Identification Number (**HIN**) will be updated.

## **Transactions via mFund**

While a Fund is admitted as an mFund product under the ASX Operating Rules, investors will be able to buy and sell and redeem units in that Fund through mFund. mFund uses CHESS, allowing automated application and redemption of units in a Fund through your ASX broker or your financial adviser who uses a stockbroking service on your behalf (**broker**). Holdings in these mFunds are held electronically and are linked to a HIN in the same way as other investments transacted through ASX. However the mFund Settlement Service does not facilitate on-market buying and selling between investors. The mFund units settled through the mFund Settlement Service are issued and redeemed by the Responsible Entity of the relevant Fund.

Your broker will process a buy order for units through CHESS. CHESS will confirm the order with your broker once it has been received and accepted by the Responsible Entity. Your payment will be passed through the CHESS daily batch settlement process. The Responsible Entity will price and allot new units to your HIN and CHESS will notify your broker of the unit price and units allotted. For more information about mFund visit the ASX website **www.asx.com.au/mfund** or contact your broker.

## Instructions by email or fax

None of the Responsible Entity nor its duly appointed agents, including the Custodian and Administrator accepts any responsibility or liability for any loss caused as a result of fraud or errors in or non-receipt or illegibility of, any emailed or faxed communication or for any loss caused in respect of any action taken as a consequence of emailed or faxed instructions believed in good faith to have originated from properly authorised persons.

# 3. How unit prices are calculated

You will be issued units when you invest in the relevant Fund. Each of these units represents an equal undivided interest in that Fund. As a result, each unit has a dollar value which is determined in accordance with the Constitution and is generally calculated each Business Day (**unit price**).

Under each Constitution, unit prices are calculated by dividing the NAV of the relevant class by the number of units in the relevant class on issue in the Fund. Application and withdrawal unit prices are then calculated by applying a buy or sell spread to the NAV unit price. The NAV of a Fund means the total value of the assets (including income accumulated since the previous distribution) less any liabilities (including borrowings and expenses). The buy-sell spread is an estimate of the costs of buying and selling the underlying assets of the relevant Fund.

The unit price of a Fund will change as the market value of assets in the Fund rises or falls. All unit prices are calculated to six (6) decimal places.

The Responsible Entity has adopted a Unit Pricing Discretions Policy that sets out policies and procedures when exercising discretions under each of the Constitutions. For the purpose of calculating the NAV of a Fund, the Responsible Entity will rely on financial data obtained from independent third party pricing services. The Responsible Entity may also use and rely on industry standard financial models in pricing any of the Funds' securities or other assets. These methods are consistent with ordinary commercial practice for valuing units in a Fund.

A copy of our Unit Pricing Discretions Policy is available at **www.ausbil.com.au**.

# 4. Additional information about distributions

Reinvestment of distributions will normally be effective at an application price calculated by dividing the NAV of the Fund at the end of the distribution period (excluding the distribution amount) by the number of units on issue. No buy spread will apply in this circumstance.

The Responsible Entity may pay interim distributions throughout the year where the Responsible Entity considers it appropriate, for example, where there is a large withdrawal it may distribute income and net realised capital gains before processing the withdrawal so that remaining unitholders are treated fairly. Prior notice of interim distributions will not be provided.

The size of the distribution will vary depending on the factors that influence the performance of the relevant Fund (such as security selection, interest rates and market conditions) and may not be paid at all. Distributions may include a part return of capital. Details will be provided in your tax statement.

Distributions are calculated in accordance with each Constitution. Undistributed gains accrue in the unit price of each of the Funds during the relevant distribution period. This means that if an investment is made just before the end of a distribution period, you may receive some of the investment back immediately as income. A Fund's unit price will usually fall following a distribution because the income and net realised capital gains accumulated during the distribution period have been distributed.

# 5. Risks of managed investment schemes

Risk generally refers to the variability or volatility in the value of your investment, a fluctuation or a decrease in the amount of income generated from the investment, a lower than expected rate of return, the fact that the value of your investment may not keep pace with inflation or possible delays in redeeming your investment.

All investments, including investments in managed investment schemes such as the Funds, come with a degree of risk. As such, it is important to be aware of the risks involved, your investment objectives and the level of risk you are able or willing to accept, before making a decision to invest.

A number of risks potentially affect the value of your investment and the distributions paid by a Fund. Different levels of risk exist depending on the underlying asset classes in which a Fund invests and the strategies used to manage the various risks. In general, higher potential returns mean higher levels of risk, and lower potential returns mean lower levels of risks. This means the higher the level of risk associated with a Fund, the greater the potential volatility of returns and, therefore, the longer the investment time horizon that is generally recommended for that Fund.

Defensive assets (cash and fixed interest generally) have relatively lower risk and lower expected returns than growth assets (listed property and equities) which have higher expected risk and potential for the greatest return. However, in extraordinary market environments, with extreme market volatility, the expected risk and return profile of assets may differ.

Ausbil is unable to eliminate all investment risk, but does analyse, manage and aim to reduce the impact of risks by actively monitoring investment markets and portfolios, through the use of carefully considered investment guidelines, buying and selling investments with the aim of maximising returns and via its intensive research approach that focuses on regular company contact and internal and external research of companies and the industries in which they operate.

The recommended time frame for investing in a Fund, based on the risks associated with the Fund, is listed in section 5 of each of the Funds' PDS. In addition to the key risks outlined in section 4 of the relevant PDS, other significant risks of investing in the Funds are summarised below.

# **Fund risk**

Fund risks include potential termination of the Fund, a change in the Fund's characteristics (such as distribution frequency, change in fees and expenses etc.), the closure of the Fund to new and/or additional applications (due to, for example, the Fund reaching capacity), the replacement of the Responsible Entity or laws that affect managed investment schemes may change. There is also a risk that investing in the Fund may give different results than investing directly because of the income or capital gains or losses accrued in the Fund and the consequences of applications and redemptions by other unitholders.

# Manager risk

The risk that Ausbil will not achieve each of the Fund's stated investment objective or deliver returns that compare favourably to alternative investment options. Many factors can negatively impact Ausbil's ability to generate acceptable returns, including loss of key staff.

# Withdrawal risk

To meet withdrawal requests or to raise cash to pursue other investment opportunities, the Responsible Entity may be forced to sell securities at an unfavourable time and/or under unfavourable conditions, which may adversely affect the relevant Fund.

If a situation occurs where the assets that a Fund invests in are no longer able to be readily bought and sold, or market events reduce the liquidity of a security or asset class, there is a risk that the generally applicable timeframe of five business days for meeting withdrawal requests may not be able to be met. This is because it may take longer to sell these types of investments at an acceptable price. In this case, withdrawals from a Fund may take significantly longer than the generally applicable timeframe.

The maximum timeframe in which we, as responsible entity, have to meet a withdrawal request is set out in the constitution of each Fund. Where a Fund is not liquid (as defined in the Corporations Act), you may only withdraw when we make an offer to withdraw to all investors, as required by the Corporations Act. Please refer to 'Restrictions on withdrawals' on page 6 of this Guide for further information about an unitholder's ability to withdraw when a Fund is liquid, including the timeframes, and an unitholder's ability to withdraw if a Fund is not liquid.

# **Derivatives risk**

A derivative is a financial instrument that is derived from another asset, security or index (the underlying security). Derivatives can expose a Fund to risks such as market risk (the risk that the value of the derivative will fluctuate due to movement in the price of the underlying security), basis risk (the risk that the value of the derivative moves independently from the value of the underlying security), liquidity risk and credit risk.

# **Credit risk**

Credit risk refers to a risk of loss arising from the failure of an issuer of credit (borrower) or other party to a contract to meet its obligations to make payments of interest, a repayment of capital or some other financial obligation. This may arise in derivatives and fixed interest securities.

## mFund risk

Investing through mFund does involve certain additional risks. For example you will be entering into a financial transaction with a third party, such as a broker. Investing through mFund also carries the risk of the ASX suspending or revoking the admission of a Fund to mFund, or communication or system failures affecting the mFund system. In addition, failure to comply with the mFund admission requirements may result in a Fund losing its settlement status on the mFund Settlement Service.

Risks may also arise in relation to transactions processed via mFund if ASX settlement procedures have not been accurately relayed or processed.

# 6. Investor communication

As a unitholder in a Fund, you will receive the following reports:

# Confirmations

You will receive confirmations of all your application(s) and withdrawal(s).

## **Distribution statement**

You will receive a distribution statement for each period that the relevant Fund makes a distribution to unitholders.

# Tax and annual statements

Taxation statements will be provided to you annually for the year ending 30 June. You will also be provided with an annual periodic statement which contains your transaction history for the year ending 30 June.

# Keeping you informed

Online access to your investment account. Direct investors can access information about their investment in a Fund by logging onto Investor Online: a secure client website with access restricted by client ID and password.

Information on the site includes:

- your account balance;
- your transaction history;
- unit prices;
- performance returns;
- distribution statements; and
- year end tax statements.

In completing the application form you will automatically receive online access (unless you elect otherwise). Investors who wish to register for Investor Online will receive an email containing a secure link to the registration page of the Investor Online website (www.ausbil.com.au).

# Audited financial statements

Audited financial statements of a Fund are issued annually for the year ending 30 June. They will be prepared in accordance with Accounting Standards applicable to general purpose financial statements in Australia to the extent that the relevant Fund is required to comply with those standards by the Corporations Act or under the Constitution.

The audited financial statements are made available to unitholders at **www.ausbil.com.au**. A hard copy may be requested free of charge by contacting the Responsible Entity. Audited financial statements will not be mailed to unitholders unless specifically requested.

# **Continuous disclosure**

Each Fund is subject to regular reporting and disclosure obligations under the Corporations Act. Ausbil will satisfy its continuous disclosure requirements via web-based disclosure on the basis of ASIC's best practice disclosure recommendations for continuous disclosure. To keep informed of important information and updates relating to each Fund, visit **www.ausbil.com.au** for further information which should be read in conjunction with the PDS, including:

- Fund updates; and
- Unit prices, performance and asset allocations.

The Responsible Entity recommends that you obtain and review such information before you invest. Alternatively, you can call Ausbil on 1800 287 245 (toll free) and the Responsible Entity will send you the requested information free of charge. Each Fund's Constitution is also available upon request. If you are unsure as to any aspect relating to a Fund, Ausbil recommends that you consult your financial or other professional adviser. Indirect Investors should contact their IDPS operator.

If a Fund is, or becomes, a 'disclosing entity' (generally this is where the Fund has 100 investors or more) the relevant Fund will be subject to regular reporting and disclosure obligations.

In addition, you have the right to receive the following documents at no charge:

- the annual financial report most recently lodged with ASIC;
- any half-year financial report lodged with ASIC in relation to the Fund after the lodgement of the annual report most recently lodged with ASIC and before the date of the PDS; and
- any continuous disclosure notices given in relation to the Fund after the lodgement of the annual report most recently lodged with ASIC and before the date of the PDS.

Copies of documents lodged with ASIC in relation to the Fund are able to be obtained from, or inspected at, an ASIC office. All continuous disclosure information is available at www.ausbil.com.au.

# Keeping us informed

Our records about you are important. Please inform the Administrator in writing of any change to the personal details that you have given us. This may be a new postal address, email address, or a change of name or new bank account details. When requesting a change of personal details please complete the Change of Details Form or provide:

- your account number;
- the full name(s) in which your investment is/are held;
- the change(s) you are requesting;
- a daytime telephone number;
- email address; and
- ensure the request is signed by the appropriate signatories.

Some changes may also require additional documentation, such as a change of name request. If you wish to change your nominated bank account to which withdrawal payments are made, you will be required to complete the Change of Details Form or the relevant sections of the Additional Investment Form and the relevant client identification form, and send the original form and documents to the Administrator.

# 7. How each Fund is governed

Each Fund is governed by its Constitution. The Constitution (in addition to the Corporations Act and general law) provides an operational framework for the ongoing management of the Fund. It also provides for the Responsible Entity's powers, duties and obligations in respect of the Fund, the limits to our liability and our right to be indemnified for proper administration of the Fund.

# **The Constitution**

Each Constitution contains the rules relating to a number of issues including:

- unitholder rights;
- the process by which units are issued and may be withdrawn;
- the calculation and distribution of income;
- the investment powers of the Responsible Entity;
- the Responsible Entity's right to claim indemnity from the Fund and charge fees and expenses to the Fund;
- the creation of other classes of units; and
- the termination of the Fund.

The constitutions also contain provisions designed to limit your liability to the amount invested in the Fund. However, you should be aware that the effectiveness of such a limitation is yet to be conclusively determined by the courts.

A copy of each Constitution, which has been lodged with ASIC, is available free of charge by contacting the Responsible Entity.

## **Termination**

Each Constitution, together with the Corporations Act, governs how and when a Fund may be terminated. The Responsible Entity may terminate a Fund at any time by written notice to its unitholders. On termination, a unitholder is entitled to a share of the net proceeds of the realisation of the assets in proportion to the number of units the unitholder held at the time of termination.

## **Unitholder meetings**

The conduct of unitholder meetings and unitholders' rights to requisition, attend and vote at those meetings are subject to the Corporations Act and (to the extent applicable) the relevant Constitution.

# Compliance plan and compliance committee

Each Fund has a compliance plan which has been lodged with ASIC (**Compliance Plan**). It sets out measures that the Responsible Entity is to apply in operating the relevant Fund to ensure compliance with the Constitution. A compliance committee has been appointed to monitor compliance by the Responsible Entity with the relevant Constitution and Compliance Plan. A copy of each Compliance Plan is available free of charge on request by contacting the Responsible Entity.

# 8. Fees and other costs

# Fees and costs summary

Type of fee or cost <sup>1</sup>	Amount	How and when paid
Ongoing annual fees and costs		
Management fees and costs		
The fees and costs for managing your investment	0.75% - 2.38% pa of the NAV Fund <sup>2,3</sup>	' of the Management fees and costs, except indirect cost (if any), are calculated and accrued daily and paid monthly in arrears out of the assets of the relevan Fund, generally around 15 business days after the end of the month. If applicable, indirect costs are accrued in the unit price of the interposed vehicle and are effectively calculated, accrued and paid b the relevant Fund daily.
Performance fees		
Amounts deducted from your investment in relation to the performance of the product	0% - 3.97% pa of the NAV of	the Fund <sup>2.4</sup> If applicable, calculated as a percentage of the difference between the relevant Fund's daily gross return and the return of the relevant index, plus a hurdle. Calculated and accrued daily and paid out of the assets of the Fund, generally around 15 business days after the end of the month.
Transaction costs		
The costs incurred by the scheme when buying or selling assets	0% - 0.22% pa of the NAV of	the Fund <sup>5</sup> Transaction costs generally arise as a result of applications & redemptions and when the value o the assets of the Fund are affected by the day-to- day trading of the Fund and are deducted from th assets of the Fund as and when incurred.
Member activity related fees and c	osts (fees for services or wh	en your money moves in or out of the scheme)
Establishment fees		
The fee to open your investment	Nil	Not applicable
Contribution fee		
The fee on each amount contributed to your investment	o Nil	Not applicable
Buy-sell spread		
An amount deducted from your investment representing costs incurred	0.15% - 0.38% of the app 0.15% - 0.38% of the with	hdrawal amount transaction costs and is deducted from the
in transactions by the scheme		application amount received from, or the withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or withdrawal.
Withdrawal fee		withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or
	of Nil	withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or
Withdrawal fee The fee on each amount you take out	of Nil	withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or withdrawal.
Withdrawal fee The fee on each amount you take out your investment	of Nil Nil	withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or withdrawal.
Withdrawal fee The fee on each amount you take out your investment Exit fee		withdrawal amount to be paid to, applicants and withdrawing unitholders respectively at the time of the relevant application or withdrawal. Not applicable

be available to the Fund. Where RITCs are available, the prescribed rate is currently 55% or 75%, depending on the nature of the fee or cost incurred.

rebate or waive all or part of Ausbil's fees.
3. The management fees and costs shown are based on the fees which currently apply and on the costs for the financial year ending 30 June 2023 and are in practice calculated on the gross asset value of the Fund. Please refer to the relevant Fund's PDS and this Guide for detailed information on the components and amounts of the management fees and costs.

4. If applicable, performance fees are detailed in the relevant Fund's PDS and in this Guide. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher.

5. The transaction costs shown are an estimate of the typical transaction costs, are based on the transaction costs for the financial year ending 30 June 2023 and are shown net of any recovery received by the Fund from the buy-sell spread charged to transacting unitholders.

<sup>2.</sup> For certain wholesale clients (as defined in the Corporations Act), Ausbil may, at its discretion and in accordance with ASIC policy and the Corporations Act, negotiate,

# Additional explanation of fees and costs

The investment returns of the Funds will be affected by the fees and costs incurred. Further information on how these fees and costs are calculated is set out below in this section.

Unless otherwise stated, all estimates of fees and costs in this PDS are based on information as at the date of this PDS and reflect Ausbil's reasonable estimate of the typical ongoing amounts for the current financial year. Investors in the Funds typically will not bear any establishment fees, contribution fees, withdrawal fees, exit fees or switching fees.

## Management fees and costs

The 'Fees and costs summary' and 'Example of annual fees and costs for the Fund' express fees and costs as a percentage of the net asset value of each Fund. In practice, fees and costs are incurred as a percentage of the gross asset value of the Fund and are outlined in this section.

Management fees and costs are calculated on the gross asset value of each Fund and include the amounts payable for administering the Fund, amounts paid for investing in the assets of the Fund and other expenses and reimbursements in relation to the Fund and investments. The management fees and costs of each Fund are comprised of a management fee, indirect costs, a responsible entity fee (if applicable) and any recoverable expenses (if incurred). Ausbil is entitled to the fees and costs outlined in this section.

#### Management fee

This is the fee for Ausbil's services as responsible entity in overseeing the operations of the Fund and/or for providing access to the Fund's underlying investments. The management fee is calculated and accrued daily and paid out of the assets of the Funds.

The Funds' estimated and/or historical management fees may not be an accurate indicator of the actual management fees you may pay in the future. Details of any future changes to management fees will be provided on Ausbil's website at **www.ausbil.com.au** where they are not otherwise required to be disclosed to investors under law.

#### **Responsible Entity Fee**

This is the fee for Ausbil's services for acting as responsible entity for the Ausbil Australian Active Equity Fund and the Ausbil Balanced Fund. The responsible entity fee is calculated on the gross asset value of the relevant Fund at the end of the previous quarter and accrued daily and paid out of the assets of the Funds.

The Funds' estimated and/or historical responsible entity fees may not be an accurate indicator of the actual fees you may pay in the future. Details of any future changes to these fees will be provided on Ausbil's website at **www.ausbil.com.au** where they are not otherwise required to be disclosed to investors under law.

#### Indirect costs

Indirect costs include any amount that we know or reasonably ought to know, or where this is not the case, may reasonably estimate has reduced or will reduce (as applicable), whether directly or indirectly, the return of the Fund, or the amount or value of the income of, or property attributable to the Fund, or an interposed vehicle (if applicable) in which the Fund invests.

Indirect costs are generally deducted from the assets of the Fund as and when incurred and are reflected in the unit price of your investment in the Fund and include the management fees and costs of interposed vehicles and other indirect costs. Indirect costs may vary throughout the year and from year to year. The indirect costs for the previous financial year are incorporated in the Management Fees and Costs figure in the relevant Fund's PDS.

Where the Fund invests in other funds for which Ausbil is the responsible entity, the Responsible Entity will ensure there is no doubling up of management fees, performance fees or expenses.

#### **Expense recoveries**

#### Normal expense recoveries

Ausbil is entitled to separately recover expenses (such as fund accounting, unit registry, audit costs, postage and preparation of tax returns etc) from the assets of each Fund when they are incurred. Provided that the expenses are properly incurred, there is no limit on the amount of these expenses that may be recovered by Ausbil from the assets of the Fund, unless otherwise stated.

Unless otherwise indicated, Ausbil has decided not to recover normal expenses from the Fund and will only recover from the Fund abnormal expenses.

Each Fund's expense recoveries figure is disclosed in the table in this section. It is calculated and accrued daily and paid out of the assets of the Funds.

#### Abnormal expense recoveries

Ausbil may also recover abnormal expenses (such as costs of unitholder meetings, changes to constitutions, and defending or pursuing legal proceedings) from each Fund.

Abnormal expenses are not generally incurred during the day-to-day operation of the Funds and are not necessarily incurred in any given year. In circumstances where such events do occur, we may decide not to recover these from each Fund.

Fund	Management fee	Responsible entity fee <sup>1</sup>	Expense recoveries <sup>2</sup>
Ausbil Australian Active Equity Fund	0.82%	0.05125%	0.02875%
Ausbil Australian Concentrated Equity Fund	0.75%	N/A	0.00%
Ausbil Active Sustainable Equity Fund	1.00%	N/A	0.00%
Ausbil Active Dividend Income Fund	0.85%	N/A	0.00%
Ausbil Australian Emerging Leaders Fund	0.85%	N/A	0.00%
Ausbil Australian SmallCap Fund	1.10%	N/A	0.00%
Ausbil MicroCap Fund	1.20%	N/A	0.00%
Ausbil Australian Geared Equity Fund	1.20%	N/A	0.00%
Ausbil Balanced Fund	0.82%	0.05125%	0.02875%
Ausbil Global SmallCap Fund	1.20%	N/A	0.00%
Ausbil Global Essential Infrastructure Fund – Unhedged	1.00%	N/A	0.00%
Ausbil Global Essential Infrastructure Fund – Hedged	1.00%	N/A	0.00%

1. The Responsible Entity Fee is applicable to the Ausbil Australian Active Equity Fund and the Ausbil Balanced Fund only.

 For the Ausbil Australian Active Equity Fund and the Ausbil Balanced Fund, Ausbil will recover normal expenses of no more than 0.02875% pa of the gross asset value of the Fund from the Fund. For all Funds in the table, the expense recoveries figures include the estimated abnormal expense recoveries of each Fund of nil.

# **Performance fees**

Ausbil is entitled to a performance fee from the

- Ausbil Australian Emerging Leaders Fund
- Ausbil Australian SmallCap Fund
- Ausbil MicroCap Fund
- Ausbil Australian Concentrated Equity Fund
- Ausbil Global SmallCap Fund

Performance fees are calculated on the gross asset value of each Fund and, if payable, are accrued daily and paid out of the assets of the Fund. The performance fee is calculated at each Business Day and if a period of underperformance to the benchmark occurs, the performance fee accrued is frozen at its current level and further performance fees may not commence to be accrued again until the full amount of underperformance is recouped.

The unit price is reflective of accrued performance fees. If a performance fee has been paid then the management cost of the relevant Fund for the period would increase.

For periods of high outperformance, the performance fee may be substantial. We recommend you discuss this with your financial adviser to understand the impact of the performance fee. The full methodology for calculating the performance fee is detailed in each Fund's Constitution, a copy of which is available upon request.

#### Worked dollar example

The following tables provide examples of when a performance fee may be accrued and payable for the relevant Fund based on an investor with a \$50,000 investment in the relevant Fund. Each example assumes no other applications or withdrawals have been made. The example performance fees are not a forecast of the actual performance fees that may be payable in any particular financial year as the actual performance fee for the current and future financial years may differ. Ausbil cannot guarantee any particular level of performance fees will be payable or that the performance of the Fund will outperform the Performance Fee Hurdle.

## Ausbil Australian Emerging Leaders Fund

The Performance Fee Hurdle is the return of the benchmark, which is a composite made up of 70% S&P/ASX Midcap 50 Accumulation Index and 30% S&P/ASX Small Ordinaries Accumulation Index, plus a hurdle of 0.85% pa (**Performance Fee Hurdle**). The Fund Performance is the Fund's daily gross return (after adding back in distributions and redemptions and excluding applications) (**Fund Performance**).

Daily performance fee accrual example Daily performance	Based on balance of \$50,000
<ul> <li>Day 1</li> <li>Assume <ul> <li>the Fund's gross return for the day was 2.50%;</li> <li>the Performance Fee Hurdle for the day was 1.00%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Outperformance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 2.50% - 1.00% = 1.50%
	Outperformance amount for the day = Outperformance return for the day multiplied by the Fund value = 1.50% x \$50,000 = \$750.00
	<b>Performance fee amount</b> = \$750.00 x 15.375% = \$115.31
	The performance fee is accrued in the Fund's unit price for the day and deducted directly from the Fund after the end of the month.
Daily performance	Based on balance of \$50,000
<ul> <li>Day 2</li> <li>Assume <ul> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Under performance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50% = -1.50%

• the Fund's value for the day was \$50,000

The performance fee shown in the PDS of 0.00% pa of the NAV of the Fund is based on an average of the Fund's performance fee for the 5 years to 30 June 2023. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher. The Fund's performance fee for the 5 years to 30 June 2023 ranged from 0.00% to 0.00% pa. It is not possible to disclose the actual performance fee payable in any given period, as we cannot forecast what the performance of the Fund will be.

## Ausbil Australian SmallCap Fund

The Performance Fee Hurdle is the return of the benchmark, S&P/ASX Small Ordinaries Accumulation Index, plus a hurdle of 1.10% pa (**Performance Fee Hurdle**). The Fund Performance is the Fund's daily gross return (after adding back in distributions and redemptions and excluding applications) (**Fund Performance**).

Daily performance fee accrual example Daily performance	Based on balance of \$50,000
<ul> <li>Day 1</li> <li>Assume <ul> <li>the Fund's gross return for the day was 2.50%;</li> <li>the Performance Fee Hurdle for the day was 1.00%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Outperformance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 2.50% - 1.00% = 1.50%
	<b>Outperformance amount for the day</b> = Outperformance return for the day multiplied by the Fund value = 1.50% x \$50,000 = \$750.00
	<b>Performance fee amount</b> = \$750.00 x 20.5% = \$153.75
	The performance fee is accrued in the Fund's unit price fo the day and deducted directly from the Fund after the end of the month.
Daily performance	Based on balance of \$50,000
<ul> <li>Day 2</li> <li>Assume <ul> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	<b>Under performance return for the day</b> = Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50% = -1.50%
	<b>Under performance amount for the day</b> = Under performance return for the day multiplied by the Fund value = -1.50% x \$50,000 = -\$750.00
	= Under performance return for the day multiplied by the Fund value
	<ul> <li>= Under performance return for the day multiplied by the Fund value</li> <li>= -1.50% x \$50,000</li> <li>= -\$750.00</li> <li>Performance fee amount</li> <li>= Performance fee<sup>1</sup> multiplied by the Fund under performance for the day</li> <li>= -\$750.00 x 20.0%</li> </ul>

#### 1. Excluding GST

The performance fee shown in the PDS of 3.97% pa of the NAV of the Fund is based on an average of the Fund's performance fee since inception to 30 June 2023. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher. The Fund's performance fee since inception to 30 June 2023 ranged from 0.82% to 6.24% pa. It is not possible to disclose the actual performance fee payable in any given period, as we cannot forecast what the performance of the Fund will be.

#### Ausbil MicroCap Fund

Daily performance fee accrual example

The Performance Fee Hurdle is the return of the benchmark, S&P/ASX Emerging Companies Accumulation Index, plus a hurdle of 1.20% pa (**Performance Fee Hurdle**). The Fund Performance is the Fund's daily gross return (excluding redemptions and excluding applications) (**Fund Performance**).

Based on balance of \$50.000

performance before any performance fee becomes

accrued and payable.

Daily performance	Dased on Dalance of \$50,000
<ul> <li>Day 1</li> <li>Assume <ul> <li>the Fund's gross return for the day was 2.50%;</li> <li>the Performance Fee Hurdle for the day was 1.00%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Outperformance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 2.50% - 1.00% = 1.50%
	Outperformance amount for the day = Outperformance return for the day multiplied by the Fund value = 1.50% x \$50,000 = \$750.00
	<b>Performance fee amount</b> = \$750.00 × 20.5% = \$153.75
	The performance fee is accrued in the Fund's unit price for the day and deducted directly from the Fund after the end of the month.
Daily performance	Based on balance of \$50,000
Day 2 Assume • the Fund's gross return for the day was 1.00%; • the Performance Fee Hurdle for the day was 2.50%; and • the Fund's value for the day was \$50,000	Under performance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50% = -1.50%
<ul> <li>Assume</li> <li>the Fund's gross return for the day was 1.00%;</li> </ul>	= Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50%
<ul> <li>Assume</li> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> </ul>	<ul> <li>Fund's gross return for the day minus the Performance Fee Hurdle</li> <li>1.00% - 2.50%</li> <li>-1.50%</li> <li>Under performance amount for the day</li> <li>Under performance return for the day multiplied by the Fund value</li> <li>-1.50% x \$50,000</li> </ul>
<ul> <li>Assume</li> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> </ul>	<ul> <li>= Fund's gross return for the day minus the Performance Fee Hurdle</li> <li>= 1.00% - 2.50%</li> <li>= -1.50%</li> <li>Under performance amount for the day</li> <li>= Under performance return for the day multiplied by the Fund value</li> <li>= -1.50% x \$50,000</li> <li>= -\$750.00</li> <li>Performance fee amount</li> <li>= Performance fee' multiplied by the Fund under performance for the day</li> <li>= -\$750.00 x 20.0%</li> </ul>

#### 1. Excluding GST

The performance fee shown in the PDS of 0.00% pa of the NAV of the Fund is based on an average of the Fund's performance fee for the 5 years to 30 June 2023. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher. The Fund's performance fee for the 5 years to 30 June 2023 ranged from 0.00% to 0.00% pa. It is not possible to disclose the actual performance fee payable in any given period, as we cannot forecast what the performance of the Fund will be.

#### Ausbil Australian Concentrated Equity Fund

The Performance Fee Hurdle is the return of the benchmark, S&P/ASX 300 Accumulation Index, plus a hurdle of 0.75% pa (**Performance Fee Hurdle**). The Fund Performance is the Fund's daily gross return (after adding back in distributions and redemptions and excluding applications) (**Fund Performance**).

Daily performance fee accrual example Daily performance	Based on balance of \$50,000
<ul> <li>Day 1</li> <li>Assume <ul> <li>the Fund's gross return for the day was 2.50%;</li> <li>the Performance Fee Hurdle for the day was 1.00%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Outperformance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 2.50% - 1.00% = 1.50%
	Outperformance amount for the day = Outperformance return for the day multiplied by the Fund value = 1.50% x \$50,000 = \$750.00
	<b>Performance fee amount</b> = \$750.00 x 15.375% = \$115.31
	The performance fee is accrued in the Fund's unit price for the day and deducted directly from the Fund after the end of the month.
Daily performance	Based on balance of \$50,000
<ul> <li>Day 2</li> <li>Assume <ul> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	<b>Under performance return for the day</b> = Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50% = -1.50%
	<b>Under performance amount for the day</b> = Under performance return for the day multiplied by the Fund value = -1.50% x \$50,000 = -\$750.00
	Performance fee amount = Performance fee <sup>1</sup> multiplied by the Fund under performance for the day = -\$750.00 x 15.0% = -\$112.50
	A negative performance fee amount will not be accrued in the unit price.
1 Evoluting CST	The negative performance fee dollar amount will be carried forward and will need to be offset by future positive performance before any performance fee becomes accrued and payable.

#### 1. Excluding GST

The performance fee shown in the PDS of 0.20% pa of the NAV of the Fund is based on an average of the Fund's performance fee for the 5 years to 30 June 2023. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher. The Fund's performance fee for the 5 years to to 30 June 2023 ranged from 0.00% to 0.64% pa. It is not possible to disclose the actual performance fee payable in any given period, as we cannot forecast what the performance of the Fund will be.

#### Ausbil Global SmallCap Fund

The Performance Fee Hurdle is the return of the benchmark, MSCI World Small Cap Net Total Return (TR) Index in AUD, plus a hurdle of 1.20% pa (**Performance Fee Hurdle**). The Fund Performance is the Fund's daily gross return (after adding back in distributions and redemptions and excluding applications) (**Fund Performance**).

Daily performance fee accrual example Daily performance	Based on balance of \$50,000
<ul> <li>Day 1</li> <li>Assume <ul> <li>the Fund's gross return for the day was 2.50%;</li> <li>the Performance Fee Hurdle for the day was 1.00%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	Outperformance return for the day = Fund's gross return for the day minus the Performance Fee Hurdle = 2.50% - 1.00% = 1.50%
	Outperformance amount for the day = Outperformance return for the day multiplied by the Fund value = 1.50% x \$50,000 = \$750.00
	<b>Performance fee amount</b> = \$750.00 × 20.5% = \$153.75
	The performance fee is accrued in the Fund's unit price for the day and deducted directly from the Fund after the end of the month.
Daily performance	Based on balance of \$50,000
<ul> <li>Day 2</li> <li>Assume <ul> <li>the Fund's gross return for the day was 1.00%;</li> <li>the Performance Fee Hurdle for the day was 2.50%; and</li> <li>the Fund's value for the day was \$50,000</li> </ul> </li> </ul>	<b>Under performance return for the day</b> = Fund's gross return for the day minus the Performance Fee Hurdle = 1.00% - 2.50% = -1.50%
	<b>Under performance amount for the day</b> = Under performance return for the day multiplied by the Fund value = -1.50% x \$50,000 = -\$750.00
	Performance fee amount = Performance fee <sup>1</sup> multiplied by the Fund under performance for the day = -\$750.00 x 20.0% = -\$150.00
	A negative performance fee amount will not be accrued in the unit price.
	The negative performance fee dollar amount will be carried forward and will need to be offset by future positive performance before any performance fee becomes accrued and payable.
1. Excluding GST	

#### 1. Excluding GST

The performance fee shown in the PDS of 0.59% pa of the NAV of the Fund is based on an average of the Fund's performance fee for the 5 years to 30 June 2023. Please note that this is just an example, it is not a forecast and the actual investment balance of your holding and the value of the Fund will vary on a daily basis. The performance fee may be higher. The Fund's performance fee for the 5 years to 30 June 2023 ranged from 0.00% to 1.70% pa. It is not possible to disclose the actual performance fee payable in any given period, as we cannot forecast what the performance of the Fund will be.

# **Transaction costs**

Transaction costs are the costs incurred when assets are bought or sold by the relevant Fund, such as brokerage, settlement costs and clearing costs. Transaction costs are reflected in each Fund's unit price. As these costs are factored into the value of each Fund's assets and reflected in the unit price, they are an additional cost to you (where they are not recovered by the buy-sell spread). Please note that the transaction costs shown in the 'Fees and costs summary' are shown net of any amount recovered by the buy-sell spread charged by the Responsible Entity.

The relevant Fund's estimated transaction costs are set out in the table below. The figures are calculated as a percentage of the Fund NAV estimated based on the financial year ending 30 June 2023. Each Fund's estimated and/or historical transaction costs may not be an accurate indicator of the actual transaction costs you may incur in the future.

Fund	Total transaction costs	Minus: Buy-sell spread recovery	Equals: Net transaction costs	Value of net transaction costs on an average account balance of \$50,000 invested in the Fund
Ausbil Australian Active Equity Fund	0.05%	0.05%	0.00%	\$0
Ausbil Australian Concentrated Equity Fund	0.04%	0.01%	0.03%	\$15
Ausbil Active Sustainable Equity Fund	0.05%	0.05%	0.00%	\$0
Ausbil Active Dividend Income Fund	0.21%	0.12%	0.09%	\$45
Ausbil Australian Emerging Leaders Fund	0.28%	0.07%	0.21%	\$105
Ausbil Australian SmallCap Fund	0.29%	0.18%	0.11%	\$55
Ausbil MicroCap Fund	0.17%	0.08%	0.09%	\$45
Ausbil Australian Geared Equity Fund	0.04%	0.04%	0.00%	\$0
Ausbil Balanced Fund	0.23%	0.02%	0.21%	\$105
Ausbil Global SmallCap Fund	0.31%	0.12%	0.19%	\$95
Ausbil Global Essential Infrastructure Fund – Hedged	0.34%	0.12%	0.22%	\$110
Ausbil Global Essential Infrastructure Fund – Unhedged	0.13%	0.13%	0.00%	\$0

## **Buy-sell spreads**

A buy-sell spread is an amount deducted from the value of a unitholder's application money or withdrawal proceeds that represents the estimated costs incurred in transactions by the Fund as a result of the application or withdrawal. It is not a service fee and is retained in the assets of the Fund to mitigate the impact to ongoing investors from the costs of transaction activity driven by applications and withdrawals.

In estimating the buy-sell spread, Ausbil has assumed that the applications or withdrawals are made during normal market conditions, as in times of stressed or dislocated market conditions (which are not possible for Ausbil to predict) the buy-sell spread may increase significantly and it is not possible to reasonably estimate the buy-sell spread that may be applied in such situations.

The buy-sell spread is not a service fee charged by Ausbil and it is not subject to GST. No part of the buy-sell spread is paid to Ausbil – the amount is retained in the assets of a Fund to protect ongoing investors from the transaction activity driven by applications and withdrawals. The size of the buy-sell spread may, subject to law, be varied from time to time without prior notice, to ensure that non-transacting investors are not adversely affected by applications or withdrawals made by other investors.

For example, a different amount or estimate may apply when brokerage costs or the difference between the bid and offer prices for assets change. In stressed and dislocated market conditions, the buy-sell spread may increase significantly.

The buy-sell spread can be changed at any time by us. The Responsible Entity will provide notification to unitholders of any changes to buy-sell spread transaction costs at www.ausbil.com.au.

Reinvested distributions do not incur the buy-sell spread.

A copy of Ausbil's Unit Pricing Discretions Policy, including details of any discretions that Ausbil may exercise in various circumstances (including in respect of transaction costs) is available at **www.ausbil.com.au**.

Fund	Buy spread	Sell spread	Dollar based example based on \$50,000 application or withdrawal amour	
			Buy spread	Sell spread
Ausbil Australian Active Equity Fund	0.20%	0.20%	\$100	\$100
Ausbil Australian Concentrated Equity Fund	0.20%	0.20%	\$100	\$100
Ausbil Active Sustainable Equity Fund	0.20%	0.20%	\$100	\$100
Ausbil Active Dividend Income Fund	0.20%	0.20%	\$100	\$100
Ausbil Australian Emerging Leaders Fund	0.25%	0.25%	\$125	\$125
Ausbil Australian SmallCap Fund	0.30%	0.30%	\$150	\$150
Ausbil MicroCap Fund	0.35%	0.35%	\$175	\$175
Ausbil Australian Geared Equity Fund	0.38%	0.38%	\$190	\$190
Ausbil Balanced Fund	0.15%	0.15%	\$75	\$75
Ausbil Global SmallCap Fund	0.25%	0.25%	\$125	\$125
Ausbil Global Essential Infrastructure Fund – Unhedged	0.20%	0.20%	\$100	\$100
Ausbil Global Essential Infrastructure Fund – Hedged	0.20%	0.20%	\$100	\$100

# Units in lieu

Ausbil may receive units in lieu of all or part of any management fee (plus GST) charged to the Fund. Any such units will be issued at the application price and Ausbil will subsequently redeem the units at the redemption price.

# Can fees be different for different unitholders?

For wholesale investors Ausbil may, in its discretion and, in accordance with relevant ASIC policy and the Corporations Act, negotiate and agree a rebate or waiver of part of the fee to a person who acquires an interest in a Fund in response to an offer made to them as a wholesale client within the meaning of section 761G of the Corporations Act. Any fee rebate or waiver is subject to Ausbil determining that the giving of the rebate or waiver satisfies, or continues to satisfy, the requirements of ASIC policy and the Corporations Act. For further information about differential fees, please contact Ausbil.

# **Financial Advisers and Indirect Investors**

Additional fees may be paid to a financial adviser if you have consulted a financial adviser. You should refer to the Statement of Advice provided by your financial adviser in which details of the fees are set out.

Indirect Investors accessing the Fund through an IDPS may incur additional fees and costs. As well as reading this PDS, Indirect Investors should read their IDPS operator's offer document, which explains the fees payable by the Indirect Investor to the IDPS operator.

# Third party payments

Ausbil may provide benefits to other financial services intermediaries where the law permits. If Ausbil does, it will provide these benefits from its own resources so that they are not an additional cost to the relevant Fund or its unitholders. Ausbil may also sponsor professional development days and training. If permitted by law, Ausbil may pay rebates, based on the amount of funds under management or operating expenses, to IDPS operators, dealer groups and financial advisers.

Ausbil may enter into arrangements to pay administration fees to IDPS operators in connection with the listing of a Fund on their investment menus. This fee is paid by Ausbil and not by the relevant Fund. It is not charged out of the assets of the Fund and is not an additional charge to unitholders.

# mFund Brokerage fees

Additional fees may also be payable directly to your ASX broker (or your financial adviser who uses a stockbroking service on your behalf) for using mFund and investors should consider the financial services guide provided by your ASX broker (or adviser).

# Changing the fees

Under the Corporations Act, Ausbil may change the amount of any fees (including increase fees up to the maximum set out in the Constitution). Ausbil may increase fees at its discretion. However, Ausbil will provide 30 days written notice in advance of any proposed increase in its fees.

In accordance with the Constitution and subject to law, Ausbil may vary the amount of abnormal expense recoveries and the buy-sell spread at any time without your consent or notice.

Ausbil cannot charge more than the maximum fees permitted under the Constitution as set out below (otherwise we would need unitholders' approval to increase the fee maximums in the Constitution).

# GST

Unless otherwise stated, all fees and costs are quoted inclusive of any GST, net ITCs or RITCs as applicable. Where available, the prescribed RITC rate is currently 55% or 75%, depending on the nature of the fee or cost incurred. Due to the impact of GST, ITC and RITC calculations, actual fees may vary slightly from those stated, which may be rounded to two decimal places.

# **Maximum fees**

The maximum allowable fees for the relevant Funds under each Fund's Constitution are set out in the table following:

Fund	Contribution Fee plus GST	Management Fee plus GST	Performance Fee plus GST	Responsible Entity Fee plus GST
Ausbil Australian Active Equity Fund	5.00% of the application amount	0.80% pa of gross asset value	Not applicable	0.05% pa of gross asset value
Ausbil Active Sustainable Equity Fund	Not applicable	3.00% pa of gross asset value	Not applicable	Not applicable
Ausbil Active Dividend Income Fund	Not applicable	3.00% pa of gross asset value	Not applicable	Not applicable
Ausbil Balanced Fund	5.00% of the application amount	0.80% pa of gross asset value	Not applicable	0.05% pa of gross asset value
Ausbil Australian Geared Equity Fund	5.00% of the application amount	3.50% pa of net asset value	Not applicable	Not applicable
Ausbil Australian Emerging Leaders Fund	Not applicable	0.85% pa of gross asset value	15% of the difference between the Fund's gross performance and the performance fee hurdle <sup>1</sup> multiplied by the Fund's gross asset value.	Not applicable
Ausbil MicroCap Fund	5.00% of the application amount	3.00% pa of net asset value	20% of the difference between the Fund's gross performance and the performance fee hurdle <sup>2</sup> multiplied by the Fund's gross asset value.	Not applicable
Ausbil Australian Concentrated Equity Fund	Not applicable	3.00% pa of gross asset value	20% of the difference between the Fund's gross performance and the performance fee hurdle <sup>3</sup> multiplied by the Fund's gross asset value.	Not applicable
Ausbil Global SmallCap Fund	Not applicable	3.00% pa of gross asset value	20% of the difference between the Fund's gross performance and the performance fee hurdle <sup>4</sup> multiplied by the Fund's gross asset value.	Not applicable
Ausbil Australian SmallCap Fund	Not applicable	3.00% pa of gross asset value	20% of the difference between the Fund's gross performance and the performance fee hurdle <sup>5</sup> multiplied by the Fund's gross asset value.	Not applicable
Ausbil Global Essential Infrastructure Fund	Not applicable	3.00% pa of gross asset value	Not applicable	Not applicable

The performance fee hurdle is the composite made up of 70% S&P/ASX Midcap 50 Accumulation Index and 30% S&P/ASX Small Ordinaries Accumulation Index including a hurdle of 0.85% pa.
 The performance fee hurdle is the S&P/ASX Emerging Companies Accumulation Index.

3. The performance fee hurdle is the S&P/ASX 300 Accumulation Index.

4. The performance fee hurdle is the MSCI World Small Cap Net Return (TR) Index in AUD.

5. The performance fee hurdle is the S&P/ASX Small Ordinaries Accumulation Index.

# 9. Taxation considerations

There are tax implications when investing, withdrawing and receiving income from a Fund. The Responsible Entity cannot give tax advice and the Responsible Entity recommends that you consult your professional tax adviser as the tax implications for a Fund can impact unitholders differently. What follows is a general outline of some key tax considerations for Australian resident unitholders. This information is based on our current interpretation of the relevant taxation laws. As such, unitholders should not place reliance on this as a basis for making their decision as to whether to invest.

Income earned by a Fund, whether distributed or reinvested, can form part of the assessable income for unitholders in the year of entitlement or allocation. The composition of distributions can be made up of assessable income (such as dividends, interest and other assessable income), net realised capital gains (including CGT concession amounts, if any), tax credits, such as franking credits attached to dividend income and foreign income tax offsets and/ or nontaxable distributions such as returns of capital or tax-deferred amounts. If tax credits are included in your distribution, you must determine your entitlement based on your individual circumstances. Further, the timing of when a Fund's income is brought to account for tax purposes may be different to when amounts are distributed to you, so that you may be required to pay tax on income that has not yet been or may not be distributed to you.

For each year ending 30 June the Responsible Entity will send to you the details of assessable income, foreign income, tax credits and any other relevant tax information to include in your tax return.

# Applications and withdrawals

If you acquire units part way through a distribution period, that amount of accumulated income which is included in the unit price for the units acquired will eventually be distributed to you as income. Depending on your tax circumstances, this could result in you receiving assessable income, and on disposal of units, generating a capital loss of a similar amount. However, the capital loss cannot be offset against that income - it can only be offset against your realised capital gains.

If you withdraw units part way through a distribution period, the value of accumulated income is included in your withdrawal price. The Responsible Entity will advise you what part (if any) of the proceeds on withdrawal reflect your share in the net income of a Fund and therefore is assessable income for tax purposes. The balance reflects the capital proceeds on disposal and may, dependent upon your tax circumstances, be subject to the capital gains tax (**CGT**) provisions. Your assessable income for each year may include net realised capital gains (ie after offsetting capital losses). This will include capital gains made upon withdrawing units from a Fund.

Individuals, trusts and complying superannuation entities may be eligible for CGT concessions in relation to capital gains made with respect to units which are held for at least 12 months.

If you hold your units on revenue account, gains and losses will be taxable as ordinary income or allowed as a deduction, as the case may be, and will not qualify for the CGT discount.

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

The Responsible Entity is required to identify and report on tax residents of a country or countries other than Australia in order to meet account information reporting requirements under domestic and international laws.

If at any time after account opening, information in our possession suggests that you, or any entity or individual that holds ownership and/or control in a unitholder (**Controlling Person**) may be a tax resident of a country or countries other than Australia, you may be contacted to provide further information. Failure to respond may lead to certain additional reporting requirements applying to the account.

By completing the Taxation Information Form, as part of your application, you certify that if at any time there is a change to the foreign tax status details for you and/or any Controlling Person, you will inform us. You also certify that if at any time there is a change of a Controlling Person or beneficial owner in your entity, you will inform us.

# GST

The application for and withdrawal of units in a Fund and receipt of distributions will not be subject to GST. However, GST is payable on our fees and certain reimbursement of expenses. Each Fund may be able to claim input tax credits and/or RITCs of at least 55% of the GST incurred.

Unless otherwise stated, all fees quoted in this Guide and the relevant PDS are quoted on a GST inclusive basis and net of any applicable ITCs and RITCs.

# 10. Additional general information

# Consents

New York Life Insurance Company has given and has not withdrawn its consent to its name appearing in the PDS of each Fund and to references and statements in the PDS concerning New York Life Insurance Company in the form and context in which they are included. Other than the consent provided, New York Life Insurance Company does not take any responsibility for any other part of the PDS and has not authorised or caused the issue of the PDS.

New York Life Investment Management Holdings LLC has given and has not withdrawn its consent to its name appearing in the PDS of each Fund and to references and statements in the PDS concerning New York Life Investment Management Holdings LLC in the form and context in which it is included. Other than the consent provided, New York Life Investment Management Holdings LLC does not take any responsibility for any other part of the PDS and has not authorised or caused the issue of the PDS.

# **Privacy**

The Responsible Entity must comply with the Privacy Act. This Act generally regulates the collection, storage, quality, use and disclosure of personal information. The Responsible Entity may collect personal information from investors to provide its products and services. The Corporations Act and AML/CTF Act require the Responsible Entity to collect some personal information about you.

The Responsible Entity will need to collect personal information from you in order to process your investment and provide services to you. We may also need to disclose your personal information collected to third party service providers in order to carry out these activities. If you do not want us to use your personal information for direct marketing purposes please contact the Privacy Officer at the address set out below.

We aim to ensure that the personal information the Responsible Entity retains about you is accurate, complete and up-to-date. To assist the Responsible Entity with this, please contact the Responsible Entity if any of the details you have provided change. If you have concerns about the completeness or accuracy of the information the Responsible Entity has about you, it will take steps to correct it. In accordance with the Responsible Entity's Privacy Policy, in most cases, investors also have rights to access their personal information.

The Responsible Entity may disclose your personal information to anyone you have authorised or any adviser, consultant or dealer group advising you or acting on your behalf, government departments or agencies as well as any related entities of the Responsible Entity and anyone acting on its and/or the adviser/ consultant/dealer group's behalf such as external service suppliers who supply administrative, financial or other services to assist the Responsible Entity and/or the adviser/consultant/ dealer group in providing financial services. If we are not able to collect all the personal information we require, we may not be able to assess your application for the investment product or manage the product. The Responsible Entity may be required to transfer your personal information to entities located outside of Australia where it may not receive the level of protection afforded under Australian law. By completing the application form you consent to your personal information being transferred overseas for these purposes. Please note that if you provide personal information to the Responsible Entity about another person, you warrant that you are authorised by that person to do so and that you have informed that person of the information in this Privacy section.

Please contact the Responsible Entity's Investor Services Team on 1800 287 245 (toll free) if you want to change or correct personal details. It is important that you contact us because until you do so the Responsible Entity will assume that by investing in the relevant Fund, you have consented to our using your personal information as indicated above.

A copy of the Responsible Entity's Privacy Policy is available at **www.ausbil.com.au** or may be obtained from the Ausbil Privacy Officer.

Further information on how the Responsible Entity handles personal and sensitive information can be found in the Privacy Policy. The Privacy Policy also contains information about how you can access and correct the information about you held by the Responsible Entity as well as how complaints may be made and how the complaint will be dealt with by it.

The Responsible Entity is subject to mandatory data breach reporting obligations. If an eligible data breach occurs, we will notify the Office of Australian Information Commissioner and any affected individuals of the event where required under these obligations.

If you are investing in a Fund via an IDPS, please be aware that the Responsible Entity does not collect or hold personal information in connection with an investment in that Fund.

If you have further questions about privacy, please write to us or contact us at:

## Mail:

Privacy Officer Ausbil Investment Management Limited GPO Box 2525 Sydney NSW 2001 Australia

#### **Telephone:**

1800 287 245 (toll free) or +61 2 9259 0200 (if calling from outside Australia)

#### Email:

contactus@ausbil.com.au

## **Indirect Investors**

The Responsible Entity has authorised the use of each PDS as disclosure to investors and prospective investors of an IDPS or IDPS-like scheme (known commonly as a master trust or wrap account). These investors are referred to as Indirect Investors. Indirect Investors in a Fund do not themselves become unitholders in that Fund, and accordingly have no rights as a unitholder. The offer document for your IDPS or IDPS-like scheme should have further details. If you are an Indirect Investor, generally the IDPS or IDPS-like scheme operator acquires the rights of a unitholder. Your rights and liabilities will be governed by the terms of the relevant IDPS or IDPS-like scheme disclosure document, which you should read carefully prior to directing the relevant operator to invest in a Fund.

Indirect Investors complete application forms for the IDPS or IDPS-like scheme, not the relevant Ausbil Fund, and receive reports from their operator. Enquiries should generally be directed to that operator or your financial adviser. Minimum investment and withdrawal requirements may not always be relevant to Indirect Investors because the IDPS or IDPS-like scheme operator may invest on behalf of a number of Indirect Investors. Also, the tax information in this Guide and the PDS does not specifically cater for Indirect Investors.

# **Related Parties**

The Responsible Entity is owned by its employees and indirectly by New York Life Investment Management Holdings LLC, a wholly-owned subsidiary of New York Life Insurance Company (**New York Life**). For these purposes, a related party includes certain entities and individuals that have a close relationship with the Responsible Entity, including, but not limited to New York Life itself, other subsidiaries of New York Life and other funds operated or managed by any other member of the New York Life group of companies.

The Responsible Entity may from time to time use the services of related parties (including, but not limited to, investment management and administration) and pay commercial rates for these services. The Responsible Entity may also enter into financial or other transactions with related parties in relation to the assets of any Fund and such arrangements will be based on arm's length commercial terms or as otherwise permissible under the law.

In the course of managing the Funds the Responsible Entity may come across conflicts in relation to its duties to a Fund, related funds and its own interests. The Responsible Entity has internal policies and procedures in place to manage all conflicts of interest appropriately. These policies and procedures will be reviewed on a regular basis and may change from time to time. In addition to complying with these policies and procedures, all conflicts will be resolved in a fair and reasonable manner, in accordance with the relevant law and ASIC requirements.

# Custody, registry, investment administration

We have engaged a third party registry provider as Administrator that is responsible for maintaining the register of unitholders which includes all details of an investor's account and investments. The registry provider is responsible for sending all correspondence related to unitholders' investments as well as providing customer service support. In addition, we have appointed a third party custodian to hold the assets of the Funds. The Custodian has no independent discretion with respect to the holding of assets and is subject to performance standards. The Custodian has no supervisory role in relation to the operation of any of the Funds, and has no liability or responsibility to unitholders for any acts or omissions. The Custodian does not make investment decisions in respect of the assets held or manage those assets. The Responsible Entity will pay the Custodian a fee for acting as the Funds' custodian. This fee is not an additional fee to you and is included in the management costs described in the relevant PDS.

We have also appointed a third party investment administrator to administer the assets of the Funds, for example the valuation of a Fund's investments and the calculation of unit prices and fees.

# 11. How to apply

# **Initial investment**

## 1. Read PDS, TMD and this Guide

Before completing the application form(s) please ensure you have read this PDS, the Additional Information Guide and the Target Market Determination for the Fund.

# 2. Complete the application form(s)

The application form(s) is available at **www.ausbil.com.au** or by calling Ausbil on 1800 287 245 (toll free).

## 3. Make payment

Make payment of monies in accordance with the payment options set out below and the details provided on the application form, available at **www.ausbil.com.au**.

- a) BPAY; or
- b) Electronic funds transfer (EFT)/real time gross settlement (RTGS)

## 4. Submit documents

Submit the application form(s). Please follow the instructions provided on the application form(s).

## 5. Documents received

Upon receipt of confirmation of your initial investment in the Fund you can then start to make additional investments into the Fund.

The PDS, TMD and application form(s) are available at **www.ausbil.com.au** or by calling Ausbil on 1800 287 245 (toll free).

Please note: To address money laundering and terrorism risks, verification of each unitholder's identity is a prerequisite for all new unitholders. If the Responsible Entity does not receive all valid documents with your relevant application form or the Responsible Entity is unable to verify your identity at any time, the Responsible Entity may not be able to process your application for an investment or may not process any future withdrawal requests. If you are an Indirect Investor investing via an IDPS you must complete the documentation which your IDPS operator requires.

## **Additional investments**

If you want to make an additional investment in the Fund please complete an Additional Investment Form available at **www.ausbil.com.au** or by calling Ausbil on 1800 287 245 (toll free).

Your instruction should either be emailed or mailed to the Administrator. Please follow the instructions provided on the application form(s). The written instruction must be signed by you as the unitholder (or the authorised signatories) and should specify your name, account number, Fund name and the amount to be invested.

#### How to invest using mFund

While a Fund is admitted as an mFund product, investors will be able to make an initial and/or additional investment in a Fund through mFund using their broker.

For more information about mFund visit the ASX website http:// www.asx.com.au/mfund/index.htm.