

**Phone**

1800 287 245 or 02 9259 0200

**Email**

ausbil\_transactions@unitregistry.com.au

**Website**

www.ausbil.com.au

## Change of Name

Use this form if you are an existing investor and wish to correct your name. Do not use this form if you wish to transfer your investment to someone else.

Please complete all sections in BLOCK letters and using a black pen. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.

**1. Please ensure you have completed the following:**

written your investor number and investor name as it appears on your latest statement.

completed and signed the name change section relevant to you.

**2. Certify and provide the documents needed to identify and verify the name change.**

Make copies of your change of name document(s) and arrange for them to be certified.

**Certifying copies**

You must have someone certify the copies you send to us. The following people can be the certifier:

- an officer with, or authorised representative of, a holder of an Australian financial services licence, having two or more continuous years of service with one or more licensees
- an officer with two or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993)
- a Justice of the Peace
- a Notary public (for the purposes of the Statutory Declaration Regulations 1993)
- an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- a permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public
- a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership
- a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described)
- a Judge of a court
- a magistrate
- a chief executive officer of a Commonwealth court
- a registrar or deputy registrar of a court
- a Police officer
- an Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955).

**What should the person certifying me write?**

I [name] of [address] being [capacity e.g. Justice of the Peace] certify this and the following [x] pages as a true copy of the original document. [sign] [date]

**Not in English?**

Documents not in English must be accompanied by an English translation prepared by an accredited translator (visit [www.austrac.gov.au/english-language-translation-policy](http://www.austrac.gov.au/english-language-translation-policy) and [www.naati.com.au](http://www.naati.com.au) for more information).

**3. Send your documents to us.**

Before you submit your change of name form, please check that you have:

signed the change of name form

included the required change of name documents

Please post your **signed** change of name form and **certified copies** of the relevant change of name document(s) to us.

Send by post: Ausbil Investment Management Limited  
GPO Box 804  
Melbourne VIC 3001

## 1 Investor details

Investor number

Investor name

## 2 Change of name

Please complete if you are changing the name of an individual or an individual trustee.

Title

Full given names

Surname

**Please supply the following supporting documents:**

a certified copy of driver's licence or current passport

**And one of the following:**

a certified copy of Marriage Certificate

a certified copy of Decree Absolute

a certified copy of Change of Name Certificate

## 3 Acknowledgement and signatures

This form must be signed by all authorised signatories (eg. For a joint account, both signatories must sign this form).

**By executing this Form and I/we agree with, and represent and warrant to Ausbil that:**

- I/we have legal power to instruct in accordance with this form and have complied with all applicable laws in submitting this form;
- I/we are not bankrupt or a minor, and are authorised to sign this form;
- I/we have read and understood this form, and the Target Market Determination for the relevant Fund(s);
- all details in this form (including all related documents provided) are true and correct and I/we release and indemnify Ausbil against any liabilities arising from acting on any of the details or any future details provided by me/us in connection with this form which are untrue, incorrect, false or misleading;
- I/we have received a copy of the current PDS, Additional Information Guide and all information incorporated into the PDS to which this form applies (collectively referred to in these declarations as 'PDS'). I/we have read and understood the terms contained in the PDS and agree to be bound by the provisions of the PDS (including the incorporated information) and current constitution (each as amended from time to time);
- if this form is signed under Power of Attorney, the Attorney declares that he/she has not received notice of revocation of that power (an original certified copy of the Power of Attorney should be submitted with this form unless we have already sighted it);
- unless alternative authority for signature is notified to and accepted by Ausbil, the person/persons that signs/sign this form is/are able to operate the account on behalf of the company and bind the company for future transactions, including in respect of additional deposits and withdrawals;
- if investing as trustee, on behalf of a superannuation fund or trust I/we confirm that I/we am/are acting in accordance with my/our designated powers and authority under the trust deed. In the case of superannuation funds, I/we also confirm that it is a complying fund under the Superannuation Industry (Supervision) Act 1993;
- in the case of superannuation funds with two or more trustees, the trustees agree that unless otherwise expressly indicated on this form, each trustee is able to operate the account and bind the other trustee/s for future transactions, including additional deposits and withdrawals;
- sole signatories signing on behalf of a company confirm that they are signing as sole director and sole secretary of the company;
- I/we have read and understood the information in and relating to "Instructions by email or fax" in the relevant PDS and release and indemnify Ausbil from and against any liabilities whatsoever arising out of it acting on any communications received by email and/or fax under those terms;
- I/we acknowledge that neither Ausbil nor any custodian, registry or investment manager, guarantees the performance of the Fund(s) or the repayment of capital or any particular rate of return or any distributions;
- I/we acknowledge that Ausbil accepts no responsibility for any failure to receive application amounts or payments before or after the transaction date arising as a result of, among other things, processing of payments by financial institutions;
- I/we agree that any notice, document or other information required to be given to me/us under law (or by agreement with you), including but not limited to Product Disclosure Statements, Financial Services Guides, periodic statements, confirmations of transactions and ongoing disclosures, may be given in one of the following ways (where permitted by law): (i) by sending it to an email address and/or mobile number I/we have provided for me/us or my/our adviser; (ii) by sending me/us or my/our adviser an email, SMS or other electronic communication providing a website reference or hypertext link to the notice, document or information; or (iii) by making the notice, document or information available on the website or an application or other online facilities as notified to me/us or my/our adviser from time to time;

- I/we acknowledge that I/we have read and understood the information relating to privacy and personal information contained in the relevant PDS;
- I am/we are aware that until I/we inform Ausbil otherwise, I/we will be taken to have consented to all the uses of my/our personal information (including marketing) as described in the PDS and as otherwise disclosed to me;
- I/we have consented to my/our financial adviser providing such further personal information to Ausbil as is required or reasonably deemed necessary by Ausbil under applicable law. Any personal information provided about a third party (if any) in connection with this form has been provided with their knowledge and informed consent;
- I/we understand that if I/we fail to provide any information requested in this form or do not agree to any of the possible uses or disclosures of my/our information as detailed in the PDS (except in relation to direct marketing), my/our application may not be accepted by Ausbil and I/we agree to release and indemnify Ausbil in respect of any loss or liability arising from its inability to accept an application or transfer due to inadequate or incorrect details having been provided;
- I/we consent to the Ausbil disclosing my/our personal information to its service providers, in relation to any identification and verification that Ausbil is required to undertake regarding me, as required under the AML/CTF Act. This includes but is not limited to any information:
  - required by any third party verification service provider, and/or
  - provided to any third party verification service provider.
- monies or deposited are not associated with crime, money laundering and/or financing terrorism. We may decide to delay or refuse any request or transaction, including by suspending the issue or redemption of units. If we are concerned that the request or transaction may breach any obligation of, or cause us to commit or participate in an offence under any AML/CTF and Sanctions Law and FATCA/CRS obligations, we will incur no liability to you if we do so;
- we may take other action we reasonably believe is necessary to comply with AML/CTF and Sanctions Law and FATCA/CRS obligations, including disclosing any information held about you to any of our related bodies corporate or service providers whether in Australia or outside Australia, or to any relevant Australian or foreign regulator; and
- we collect additional information about you from time to time, from you or from third parties, for the purposes of satisfying AML/CTF and Sanctions Law and FATCA/CRS obligations, and that any such information may be used and disclosed as described in the Ausbil Investment Management privacy policy available online at [www.ausbil.com.au](http://www.ausbil.com.au) or by contacting us.

#### Who needs to sign this form

**Individual** – where the investment is in one name, the account holder must sign.

**Joint Holding** – where the investment is in more than one name, all of the account holders must sign.

**Companies** – where the company has a sole director who is also the sole company secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a company secretary, a sole director can also sign alone. Otherwise this form must be signed by a director jointly with either another director or a company secretary. Please indicate the capacity in which the form is signed.

**Trust** – the trustee(s) must sign this form. Trustee(s) signing on behalf of the trust confirm that the trustee(s) is/are acting in accordance with such designated powers and authority under the trust deed.

**Power of Attorney** – if you have not already lodged the Power of Attorney with us, please attach an original certified copy of the Power of Attorney document that includes Certificate of Witness and Statement of Acceptance and original Certified Identification Document of the Power of Attorney. I/We attest that the Power of Attorney has not been rescinded or revoked and that the Donor is still living.

#### By completing and signing this form, you acknowledge and agree with the following:

- nothing in this form is advice and 'help' is general guidance only. Seek professional advice to be sure of your answers;
- it is a condition of investing that you keep your details (including tax details) with us, up to date. We recommend that you review the tax information form at the end of the financial year and update your details if required. You must contact us when you learn new things about the matters in this form. Failing to update us can have tax and other consequences. You can update us by requesting and completing this form and emailing or posting it to our Administrator;
- if you have applied for but not received your TIN or GIIN, you undertake to inform us within 30 days of receiving it;
- you agree to notify Ausbil of any changes to your tax residency and/or that of any beneficial owners or controlling persons;

Signature(s)

Old Signature

Signature of investor 1, director/company secretary or authorised signatory

OLD SIGNATURE

[Signature box]

Please print full name

[Name box]

Date of signature (DD/MM/YYYY)

[DD][D] / [M][M] / [Y][Y][Y][Y]

Company officer (please indicate company capacity)

- Director
- Sole director and company secretary
- Authorised signatory

Signature of investor 2, director/company secretary or authorised signatory

OLD SIGNATURE

[Signature box]

Please print full name

[Name box]

Date of signature (DD/MM/YYYY)

[D][D] / [M][M] / [Y][Y][Y][Y]

Company officer (please indicate company capacity)

- Director
- Company secretary
- Authorised signatory

New Signature

Signature of investor 1, director/company secretary or authorised signatory

NEW SIGNATURE

[Signature box]

Please print full name

[Name box]

Date of signature (DD/MM/YYYY)

[D][D] / [M][M] / [Y][Y][Y][Y]

Company officer (please indicate company capacity)

- Director
- Sole director and company secretary
- Authorised signatory

Signature of investor 2, director/company secretary or authorised signatory

NEW SIGNATURE

[Signature box]

Please print full name

[Name box]

Date of signature (DD/MM/YYYY)

[D][D] / [M][M] / [Y][Y][Y][Y]

Company officer (please indicate company capacity)

- Director
- Company secretary
- Authorised signatory