

Advice Fee Form

Complete this Advice Fee Form (Form) if you have negotiated an optional advice fee with your financial adviser for investments held in the managed funds listed in step 4 (Nominated Fund/s) and as described in the relevant Product Disclosure Statements (PDSs). This form may also be used to renew, replace or cancel an existing ongoing advice fee. The information in this Form is collected by Sandhurst Trustees Limited (ABN 16 004 030 737, AFSL 237906) ('Sandhurst') who can be contacted on 1800 634 969.

Please use **BLOCK** capital letters and tick ✓ boxes where applicable.

Step 1. Investor Details

Portfolio number (existing investors only)	Account Name (name in which investment is to be held)		
<input type="text"/>	<input type="text"/>		
Registered Address			
<input type="text"/>			
Town/Suburb	State	Postcode	Date of birth
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Email		
<input type="text"/>	<input type="text"/>		

Step 2. Action required

Tick applicable option:

New advice fee (upfront advice fee OR ongoing advice fee)

OR

Renew existing ongoing advice fee (skip step 3)

OR

Replace existing ongoing advice fee

OR

Cancel existing ongoing advice fee (skip step 3)

Step 3. Advice fee amount (skip this step if renewing or cancelling an ongoing advice fee)

Advice Fee	Amount to be deducted (inclusive of GST)	Deduct from the nominated Fund:
<input type="checkbox"/> Upfront advice fee	\$	Upfront advice fees are deducted from the initial investment and paid to the adviser. The net amount (i.e.: total application money less upfront advice fee) will be invested in your account.
<input type="checkbox"/> Ongoing advice fee	Commencement date: / / Amount: \$ per month (That is, a total of \$ in the next year.)	Your adviser is required by law to provide you with a fee disclosure statement and obtain your annual written consent before deducting ongoing advice fees from your account. You are not under any obligation to consent to the ongoing Advice fee being deducted. You may withdraw your consent to the deduction of the Advice fee from your account at any time by completing this form and choosing the 'Cancel' option in Step 2 above. Once your consent is withdrawn, no further Advice fees will be deducted from your account. Ongoing advice fees are deducted from your investment through the redemption of units in your investment monthly and paid to your adviser. Redemptions will commence in the month following acceptance of this application and will occur monthly at the redemption price on the last business day of the month. Commencement date is the start of the consent period where you agree to pay your adviser the ongoing advice fee. It may be slightly different to the commencement of deductions from your account. Expiry of your consent will occur 150 days after the anniversary of your commencement date unless you have provided written consent for this to be renewed. Your written consent for the renewal must be provided within 120 days of the anniversary of your commencement date in order to be valid.

Note: Sandhurst will cease payment of the upfront or ongoing optional advice fee payment if required to do so, under the law.

Advisers should contact Sandhurst on 1800 634 969 to obtain an Intermediary Agreement. Advisers must meet regulatory requirements in order to be eligible to receive these fees.

Step 4. Nominated Fund

Please select which Fund the requested Advice Fee is to be deducted from (tick one only).

A separate Advice Fee form is required be completed for each Fund.

Fund	APIR	Fund	APIR
<input type="checkbox"/> Sandhurst Industrial Share Fund	STL0100AU	<input type="checkbox"/> Sandhurst Strategic Income Fund (Class A Units)	STL0027AU
<input type="checkbox"/> Sandhurst IML Industrial Share Fund	STL0101AU	<input type="checkbox"/> Sandhurst Strategic Income Fund (Class B Units)	STL0044AU

Step 5. Declaration and Signature

General

I/We have negotiated an optional advice fee with my/our financial adviser for investments held in the managed funds listed in step 4 and declare that I/we:

- have been provided with an annual fee disclosure statement from my financial adviser which includes information about the fees to be paid and services to be received in the upcoming year
- have read and understood the current PDS for the relevant Fund(s) and any other important information that forms part of the PDS; and
- confirm that all details provided in this Advice Fee Form are true and correct.

Electronic instructions

In respect of electronic instructions (including by online form, email or fax) you acknowledge, warrant and agree that Sandhurst:

- may determine at its discretion whether it will reject or accept electronic instructions;
- is not responsible for any loss or delay that results from an electronic transmission not being received by Sandhurst;
- will only process your electronic instructions if they are received in full and contain all the required information as determined by Sandhurst to validate the instructions;
- may require you to provide, a duly executed hard copy of the instructions and/or further information necessary for Sandhurst to validate the instructions;
- will not accept a receipt confirmation from the sender's facsimile machine or computer as evidence of receipt of the instructions;
- will not compensate you for any losses relating to electronic instructions, unless required to do so by law; and
- does not take responsibility for any fraudulent or incorrectly completed electronic instructions.

Sandhurst does not exclude responsibility or liability for the fraud or negligence of Sandhurst, its employees and agents, and receivers appointed by Sandhurst.

You release Sandhurst from, and indemnify Sandhurst against, all losses and liabilities arising from Sandhurst reasonably and in good faith:

- acting in accordance with any instructions received electronically bearing your portfolio number and/or other information provided to validate the instruction; or
- declining to act on instructions for any reason including because it was unable to validate those instructions to the satisfaction of Sandhurst.

Privacy

I/We consent to providing Sandhurst and the Bendigo and Adelaide Bank Group with personal information and for Sandhurst and the Bendigo and Adelaide Bank Group to collect, use, disclose and store personal information in accordance with its privacy disclosure statement contained on our website bendigobank.com.au

How Sandhurst may exercise its rights

Any rights of Sandhurst under a term in this Form will be exercised by Sandhurst in accordance with its obligations as trustee of the Fund. Subject to those obligations, Sandhurst will generally exercise those rights in a way that:

- is reasonably necessary to protect its legitimate interests; or
- treats the members who hold interests of the same class equally and members who hold interests of different classes fairly.

Advice Fee

Where you have negotiated an advice fee with your financial adviser, you may authorise and direct Sandhurst to pay this fee from your investment in the Fund/s. Where you have directed Sandhurst to pay an advice fee, you acknowledge that:

- For an upfront fee, if nominated:
- you consent to the deduction from your initial investment amount in the Fund/s and payment to your adviser with the net amount (total application less advice fee) invested in your account;

For an ongoing advice fee, if nominated:

- you consent to the deduction from your investment through the redemption of units in your investment in the nominated Fund/s and payment to your adviser;
- Sandhurst will continue to deduct an ongoing advice fee for a maximum of 150 days after the anniversary of the commencement date, unless:
 - a valid signed request (from either the investor or adviser) to cancel or vary the ongoing advice fee arrangement is received, or your consent to the arrangement is withdrawn; OR
 - a valid consent renewal notice is received within 120 days of the anniversary of the commencement date;
- Redemptions in respect of ongoing advice fees will be detailed on your transaction statements;
- Sandhurst is not liable to refund investor authorised advice fee payments; and
- If advice fee details have been incorrectly or fraudulently completed or completed in error, you will need to contact your adviser directly to arrange a refund from your adviser.

Signatures

YOUR REQUEST CANNOT PROCEED IF THIS SECTION IS NOT SIGNED

All joint account holders or signatories on the account must sign the form. Print extra forms if more space is needed.

Investor 1 / Organisation Signatory

Full customer name (given name, middle name(s), family name)

Signature (Individual or person authorised to sign on behalf of the organisation)

If signing on behalf of an organisation, please provide your title / position

- Director
 Company Secretary
 Trustee
 Attorney
 Sole Director
 Other, please specify:

Date

Investor 2 / Organisation Signatory

Full customer name (given name, middle name(s), family name)

Signature (Individual or person authorised to sign on behalf of the organisation)

If signing on behalf of an organisation, please provide your title / position

- Director
 Company Secretary
 Trustee
 Attorney
 Sole Director
 Other, please specify:

Date

In the case of corporate signatories, two directors or a director and a company secretary must sign unless you are a sole director and sole secretary.

Adviser use only – If you do not have a distribution agreement, please contact us on 1800 634 969.			Adviser Stamp
Dealer group name <input style="width: 150px; height: 20px;" type="text"/>	Dealer group AFSL <input style="width: 150px; height: 20px;" type="text"/>	Adviser contact email <input style="width: 300px; height: 20px;" type="text"/>	
Adviser full name <input style="width: 150px; height: 20px;" type="text"/>	Adviser contact phone number <input style="width: 150px; height: 20px;" type="text"/>	Adviser Signature <input style="width: 300px; height: 30px;" type="text"/>	

You can return the completed form to:

Sandhurst Funds Administration Team (STL Registry)
Sandhurst Trustees Limited
GPO Box 4314
Melbourne Vic 3001; or
 Email: managedfunds@sandhursttrustees.com.au

For all queries please contact our Customer Service
Centre on 1800 634 969 from Monday to Friday
8.30am to 5.00pm Melbourne time.