

# Neuberger Berman

## Global Sustainable Equity Fund – W Class

ARSN 641 099 738 | APIR Code NBA2220AU

### Product Disclosure Statement

#### 6 October 2021

#### About this PDS

This Product Disclosure Statement (“PDS”) has been prepared and issued by Neuberger Berman Australia Ltd (“Neuberger Berman Australia”, “we”, “us” or the “Responsible Entity”) and is a summary of the significant information relating to an investment in the Neuberger Berman Global Sustainable Equity Fund (the “Fund”). It contains a number of references to important information (including a glossary of terms) contained in the Neuberger Berman Funds Reference Guide (“Reference Guide”), which forms part of this PDS. This PDS relates to the class of interests known as the Neuberger Berman Global Sustainable Equity Fund – W Class. The Responsible Entity has issued other classes of interests in the Fund which differ, and may in the future issue further classes of interests in the Fund. You should carefully read and consider both the information in this PDS, and the information in the Reference Guide, before making a decision about investing in the Fund.

The information provided in this PDS is general information only and does not take account of your personal objectives, financial situation or needs. You should obtain financial and taxation advice tailored to your personal circumstances and consider whether investing in the Fund is appropriate for you in light of those circumstances.

The offer to which this PDS relates is only available to persons receiving this PDS (electronically or otherwise) in Australia.

This PDS does not constitute a direct or indirect offer of securities in the United States (“U.S.”) or to any U.S. Person as defined in Regulation S under the U.S. Securities Act of 1933 as amended (“U.S. Securities Act”). We may vary this position and offers may be accepted on merit at our discretion. The units in the Fund have not been, and will not be, registered under the U.S. Securities Act unless otherwise approved by the Responsible Entity and may not be offered or sold in the U.S. to, or for, the account of any U.S. Person (as defined in the Reference Guide) except in a transaction that is exempt from the registration requirements of the U.S. Securities Act and applicable U.S. state securities laws.

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#### The Reference Guide

Throughout the PDS, there are references to additional information contained in the **Reference Guide**. You can obtain a copy of the PDS and the **Reference Guide**, free of charge, by calling us on +61 3 9649 0910 or going to <https://www.nb.com/NBFunds-AU>.

The information contained in the **Reference Guide** may change between the day you receive this PDS and the day you acquire the product. You must, therefore, ensure that you have read the **Reference Guide** current as at the date of your application.

#### Updated information

Information in this PDS is subject to change. We will notify you of any changes that have a materially adverse impact on you. Any changes to the information that are not materially adverse to you may be published updated on our website at <https://www.nb.com/NBFunds-AU>. To find out about any updated information not contained in this PDS, please contact your IDPS Operator (for Indirect Investors) or your financial adviser, or call us on +61 3 9649 0910 or go to <https://www.nb.com/NBFunds-AU>. A paper copy of the updated information will be provided free of charge on request.

#### Responsible Entity

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#### Custodian & Fund Administrator

J.P. Morgan Chase Bank N.A (Sydney Branch)  
 ABN 43 074 112 011, AFSL 238367  
 Level 18 J.P. Morgan House  
 85 Castlereagh Street, Sydney NSW 2000  
 Phone: + 61 2 9003 8888  
[www.jpmorgan.com.au](http://www.jpmorgan.com.au)

#### Unit Registrar

Link Fund Solutions Pty Limited  
 ABN 44 114 914 215  
 Level 12, 680 George Street  
 Sydney NSW 2000  
 Phone: +61 2 8280 7100  
[www.linkfundsolutions.com](http://www.linkfundsolutions.com)

# 1. About Neuberger Berman

## Responsible Entity

Neuberger Berman Australia Ltd (“**Neuberger Berman Australia**”, “**we**”, “**us**” or the “**Responsible Entity**”) is:

- the responsible entity of the Neuberger Berman Global Sustainable Equity Fund (the “**Fund**”); and
- the issuer of units in the Fund and this PDS.

Neuberger Berman Australia is a wholly owned subsidiary of Neuberger Berman Group LLC (referred to in this PDS, together with its subsidiaries and affiliates, including Neuberger Berman Australia and the Investment Manager, as “**Neuberger Berman**”).

Founded in 1939, Neuberger Berman is a private, independent, employee-owned global asset management firm with a primary objective: to deliver compelling investment results for its clients over the long term. From offices in 36 cities globally, and with more than 600 investment professionals and over 2,300 employees in total, Neuberger Berman takes an active approach to the management of equity, fixed income, private equity and debt, hedge fund and quantitative strategies, along with the multi-asset class portfolios that bring them together. As of 30 June 2021, institutions, advisors, families and individuals around the world have entrusted Neuberger Berman with US\$433 billion of their assets.

Neuberger Berman has a long-standing belief that material environmental, social and governance (“**ESG**”) factors are an important driver of long-term investment returns from both an opportunity and a risk-mitigation perspective. It integrates ESG considerations across its investment platform and offers a range of solutions to meet investor objectives.

Neuberger Berman Australia’s responsibilities and obligations as the Fund’s responsible entity are governed by the Fund’s constitution (“**Constitution**”), the *Corporations Act 2001* (Cth) (“**Corporations Act**”) and general trust law. It has appointed Neuberger Berman Asset Management Ireland Limited (“**Investment Manager**”) to manage the investments of the Fund. It has also appointed JPMorgan Chase Bank, N.A., Sydney Branch (ABN 43 074 112 011) as the custodian (“**Custodian**”) and the administrator (“**Administrator**”) for the Fund, and Link Fund Solutions Pty Limited (ACN 114 914 215) as the unit registrar (“**Unit Registrar**”) for the Fund.

## Investment Manager

The Investment Manager is a private limited liability company, incorporated under the laws of Ireland, which maintains a branch in the Netherlands in which the investment team responsible for managing Neuberger Berman’s Global Sustainable Equity strategy (the “**Investment Team**”) is based.

The industry-leading Investment Team comprises 3 portfolio managers and 4 dedicated research analysts, collectively averaging 19+ years’ experience, and is supported by Neuberger Berman’s:

- Global Equity Research Department, comprising 38 senior research analysts with 19 years’ average experience; and
- ESG Investing Team, comprising 10 full-time professionals.

## 2. How the Neuberger Berman Global Sustainable Equity Fund works

The Fund is a managed investment scheme governed by the Constitution and is registered (ARSN 641 099 738) with the Australian Securities and Investments Commission (“**ASIC**”).

The registered name of the Fund is “AUT/Neuberger Berman Global Sustainable Equity Fund”. However, for the purposes of this PDS and any material prepared and published for use with investors, the Fund is referred to as “Neuberger Berman Global Sustainable Equity Fund”.

When you invest in the Fund, your investment is pooled with investments from other investors and then used to acquire assets for the Fund to be

managed by us in accordance with the Fund’s investment strategy on behalf of all investors. In general, each unit represents a proportional beneficial interest in the assets of the Fund subject to liabilities; however, it does not give investors an interest in any particular asset of the Fund and we retain control over the Fund’s assets, management and operation on your behalf.

## Investors

We authorize the use of this PDS as disclosure for both investors investing directly in the Fund (“**Direct Investors**”) and investors accessing the Fund indirectly (“**Indirect Investors**”) through an investor directed portfolio service, IDPS-like scheme (commonly known as a master trust or wrap account), a nominee or custody service or any other trading platform authorized by the Responsible Entity (collectively referred to in this PDS as an “**IDPS**”).

A Direct Investor receives units in the Fund when he/she invests and becomes a unitholder in the Fund.

An Indirect Investor does not become a unitholder in the Fund. The operator or custodian of the IDPS (“**IDPS Operator**”) will be the unitholder entered in the Fund’s register and will be the only person who is able to exercise the rights and receive the benefits of a unitholder. Please direct any queries and requests relating to your investment to your IDPS Operator.

“You” or “your” refers to Direct Investors (including IDPS Operators) and/or Indirect Investors in the Fund, as the context requires.

## Investments and withdrawals

### Direct Investors

#### Investments

You can acquire units in the Fund by completing the Application Form that accompanies this PDS. The minimum initial investment amount for the Fund is \$25,000.

Your completed and signed Application Form should be sent along with your customer identity verification documents (if applicable) to:

Neuberger Berman Australia Ltd  
C/- LINK Market Services Limited  
PO Box 3721  
Rhodes NSW 2138

Please pay the investment amount as instructed in the Application Form. Please also note that cash and cheques cannot be accepted.

We reserve the right to accept or reject applications in whole or in part at our discretion. We have the discretion to delay processing applications where we believe this to be in the best interest of the Fund’s investors. The price at which units are acquired is determined in accordance with the Constitution (“**Application Price**”). The Application Price on a Business Day is, in general terms, equal to the Net Asset Value (“**NAV**”) of the Fund, divided by the number of units on issue and adjusted for transaction costs (“**Buy Spread**”). At the date of this PDS, the Buy Spread is 0.10%. The Application Price will vary as the market value of assets in the Fund rises or falls.

#### Making additional investments

You can make additional investments into the Fund at any time by sending your additional investment amount together with a completed Application Form to:

Neuberger Berman Australia Ltd  
C/- LINK Market Services Limited  
PO Box 3721  
Rhodes NSW 2138

The minimum additional investment into the Fund is \$1,000.

#### Withdrawals

You can generally withdraw all or part of your investment in the Fund at any time by completing a written request to withdraw from the Fund and mailing it to:

The minimum withdrawal amount is \$1,000. Once we receive and accept your withdrawal request, we may act on your instruction without further enquiry if the instruction bears your account number or investor details and your (apparent) signature(s), or your authorised signatory's (apparent) signature(s).

We will generally remit your withdrawal proceeds to your nominated bank account in Australia within 7 Business Days of acceptance of a withdrawal request. However, we are allowed to reject withdrawal requests, and also to make payment up to 30 Business Days after acceptance of a request (which may be extended in certain circumstances), as outlined in the Constitution and Reference Guide.

The price at which units are withdrawn is determined in accordance with the Constitution ("**Withdrawal Price**"). The Withdrawal Price on a Business Day is, in general terms, equal to the NAV of the Fund, divided by the number of units on issue and adjusted for transaction costs ("**Sell Spread**"). At the date of this PDS, the Sell Spread is 0.10%. The Withdrawal Price will vary as the market value of assets in the Fund rises or falls.

We reserve the right to accept or reject withdrawal requests in whole or in part at our discretion. We also reserve the right to redeem your investment fully if your investment balance in the Fund falls below \$25,000 as a result of processing your withdrawal request.

In certain circumstances, for example, when there is a freeze on withdrawals; where accepting a withdrawal is not in the best interests of investors in the Fund, including due to one or more circumstances outside its control; or, where the Fund is not liquid (as defined in the Corporations Act), we can deny or suspend a withdrawal request and you may not be able to withdraw your funds in the usual processing times or at all. When the Fund is not liquid, an investor can only withdraw when we make a withdrawal offer to investors in accordance with the Corporations Act. We are not obliged to make such offers.

### Indirect Investors

You can invest in or withdraw from the Fund by directing your IDPS Operator to lodge an investment application or withdrawal request, as applicable, with us. Please refer to your IDPS Operator for the details and terms of that IDPS relating to, among other things, investments and withdrawals.

### Distributions

An investor's share of any distributable income is calculated in accordance with the Constitution and is generally based on the number of units held by the investor at the end of the distribution period.

The Fund usually distributes income annually at the end of June, however, we may change the distribution frequency without notice. Distributions are calculated effective the last day of each distribution period and are normally paid to investors as soon as practicable after the distribution calculation date.

### Direct Investors

You can choose to have your distributions:

- reinvested in the Fund; or
- directly credited to your nominated bank account in Australia.

If you do not indicate a preference or if we are unable to credit to your nominated bank account, your distributions will be automatically reinvested in the Fund. Applications for reinvestment will be taken to be received immediately prior to the next Business Day after the relevant distribution period. There is no Buy Spread on distributions that are reinvested. In some circumstances, the Constitution may allow for an investor's withdrawal proceeds to be taken to include a component of distributable income.

### Indirect Investors

You should review your IDPS Guide for information on how and when they receive any income distribution.

### Value of your investment

When you invest, you will be allotted units in the Fund. The value of your investment in the Fund will vary as the Fund's daily unit price changes to reflect increases or decreases in the market value of the Fund's assets.

### Additional information

If and when the Fund has 100 or more direct investors, it will be classified by the Corporations Act as a 'disclosing entity'. As a disclosing entity, the Fund will be subject to regular reporting and disclosure obligations. You will then have a right to obtain a copy, free of charge, of any of the following documents:

- the most recent annual financial report lodged with ASIC ("**Annual Report**");
- any subsequent half yearly financial report lodged with ASIC after the lodgment of the Annual Report; and
- any continuous disclosure notices lodged with ASIC after the Annual Report but before the date of this PDS.

We will comply with any continuous disclosure obligation by lodging documents with ASIC as and when required. Copies of these documents lodged with ASIC in relation to the Fund may be obtained from ASIC through ASIC's website.

### Further reading

You should read the important information in the **Reference Guide** (available at <https://www.nb.com/NBFunds-AU>) about: *Application cut-off times; Application terms; Authorised signatories; Reports; Withdrawal cut-off times; Withdrawal terms; and Withdrawal restrictions*, under the "**Investing in the Neuberger Berman Funds**", "**Managing your investment**" and "**Withdrawing your investment**" sections before making a decision.

The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

## 3. Benefits of investing in the Neuberger Berman Global Sustainable Equity Fund

The Fund is a long only, actively managed, concentrated, but diversified portfolio of global equity holdings that contribute to both environmental and social objectives. In pursuing the Fund's sustainable investment objective, the Investment Team takes appropriate measures to ensure that (i) the Fund's investments do not significantly harm any of the environmental objectives; and (ii) that companies in which the Fund invests follow good governance practices.

An investment in the Fund offers a range of benefits, including:

- **Global Diversification**
  - Exposure to a "best ideas", high conviction, concentrated portfolio of 40-60 quality global companies
- **Sustainability / ESG Leadership**
  - Early adopter of ESG investing, with an innovative approach honed over 17 years
  - Neuberger Berman has been awarded straight A+ scores by UN-supported Principles for Responsible Investment (PRI) and is a member of the PRI 2020 Leaders' Group, awarded to fewer than 1% of PRI investment manager signatories

- **Proven approach, Experience and Resources**
  - Access to a recognized industry-leading Investment Team in active global equities, comprising 7 dedicated investment professionals, of which the 3 portfolio managers average over 24 years' experience
  - Supported by Neuberger Berman's Global Equity Research Department, comprising 38 senior research analysts with 18 years' average experience, and Neuberger Berman's dedicated ESG Team, comprising 10 full-time professionals

## 4. Risks of managed investment schemes

All investments carry risks. Different investment strategies may carry different levels of risk, depending on the assets acquired under the strategy. Assets with the highest long-term returns may also carry the highest level of short-term risk. The significant risks below should be considered in light of your risk profile when deciding whether to invest in the Fund. Your risk profile will vary depending on a range of factors, including your age, the investment time frame (how long you wish to invest for), your other investments or assets and your risk tolerance.

The Responsible Entity does not guarantee the liquidity of the Fund's investments, repayment of capital or any rate of return or the Fund's investment performance. The value of the Fund's investments will vary. Returns are not guaranteed and you may lose money by investing in the Fund. The level of returns will vary and future returns may differ from past returns. Laws affecting managed investment schemes may change in the future. The structure and administration of the Fund is also subject to change.

In addition, we do not offer advice that takes into account your personal financial situation, including advice about whether the Fund is suitable for your circumstances. If you require personal financial or taxation advice, you should contact a licensed financial adviser and/or taxation adviser.

### Sustainable investment style risk

The Fund's application of ESG criteria is designed and utilised to help identify companies that demonstrate the potential to create economic value or reduce risk; however, as with the use of any investment criteria in selecting a portfolio, there is no guarantee that the criteria used by the Fund will result in the selection of issuers or securities that will outperform other issuers or securities, or help to reduce risk in the Fund. The implementation of the Fund's ESG criteria could also affect the Fund's exposure to certain sectors or industries, and could impact the Fund's investment performance depending on whether the ESG criteria applied are ultimately reflected in the market.

Information used to evaluate the Fund's application of ESG factors, like other factors used to identify companies in which to invest, may not be readily available, complete, or accurate, which could negatively impact the Fund's performance or create additional risk in the Fund.

### Market risk

The market price of investments may go up or down, sometimes rapidly or unpredictably. Assets may decline in value due to factors affecting markets generally or particular industries represented in the markets. The value of an investment may decline due to general market conditions which are not specifically related to a particular company, such as real or perceived adverse economic conditions, supply and demand for particular securities or instruments, changes in the general outlook for corporate earnings, changes in interest or currency rates or adverse investor sentiment generally. They may also decline due to factors which affect a particular industry or industries, such as labour shortages or increased production costs and competitive conditions within an industry. During a general market downturn, multiple asset classes may decline in value simultaneously.

Further, changes in tax, legal and economic policy, political events and technology failure can all directly or indirectly create an environment that

may influence the value of the investments of the Fund, and your investment in them.

### International investing risk

The Fund will hold investments in global securities. Certain countries may impose restrictions on the ability of locally domiciled companies to make payments of principal, dividends or interest to investors located outside the country, due to blockage of foreign currency exchanges or otherwise. Generally, there may be less publicly available information about foreign companies due to less rigorous disclosure or accounting standards and regulatory practices. In addition, the Fund could be subject to risks associated with adverse political and economic developments in certain countries, which could cause the Fund to lose money on these investments.

### Emerging markets risk

Emerging markets are markets in certain countries which may not be as developed, efficient or liquid as Australian markets. Therefore, the value of securities in these markets may often be more volatile. Emerging markets risk is also caused by exposure to economic structures that are less diverse and mature, and to political systems that are less stable, than those of developed countries. In addition, issuers in emerging markets may experience a greater degree of change in earnings and business prospects than would companies in developed markets.

### Currency risk

The Fund may invest in securities denominated in currencies other than AUD. If these currencies change in value relative to the Australian dollar, the value of the investment can change. The Responsible Entity will not typically hedge currency risk to AUD.

### Security specific risk

There may be instances where a security will fall in price because of security specific factors (for example, where a company's major product is subject to a product recall). The value of investments can vary because of changes to management, product distribution or the company's business environment.

### Liquidity risk

There may be times when there may be a limited secondary market for the securities in which the Fund may invest and that may affect the ability of the Fund to realise investments or to meet withdrawal requests (for example, in a falling market where companies may become less liquid). Small-capitalisation companies tend to be less liquid than larger capitalisation companies. The Responsible Entity attempts to mitigate the liquidity risk factor by generally investing in securities that are believed to offer sufficient liquidity.

### Derivatives risk

Derivative market values can fluctuate significantly and, as a result, potential gains and losses can be magnified. Losses can occur where the value of the derivative fails to move in line with the underlying asset or where a greater exposure to a market is created through the derivative position that is backed by the assets of the Fund. Other risks applying to derivatives include counterparty risk and liquidity risk, or where the derivative position is difficult or costly to reverse.

A counterparty may also be required to take collateral from the Fund's assets to support a derivatives contract. Therefore, there is a risk that if the counterparty becomes insolvent, the Fund's assets may not be returned in full.

### Counterparty risk

A loss may occur if the other party (counterparty) to a contract, including derivatives contracts, fails to meet its obligations under the contract. Counterparty risk arises primarily from "over-the-counter" transactions involving derivatives.

## Fund risk

Risks particular to the Fund include that it could terminate, the fees and expenses could change, the Responsible Entity could be replaced and the Investment Manager could change. There is also a risk that investing in the Fund may give different results than investing directly in the underlying assets of the Fund themselves because of income or capital gains accrued in the Fund and the consequences of investment and withdrawal by other investors.

## Investment Manager risk

The Investment Manager may not achieve the Fund's stated investment objectives and/or it may make investment decisions that result in under performance. Many factors can negatively impact an investment manager's ability to generate acceptable returns, including for example, loss of key staff.

## Regulatory risk

This is the risk that domestic or international laws or regulations are changed adversely or that regulatory supervision of transactions and reporting is performed by Neuberger Berman at less than an appropriate standard. The Responsible Entity aims to manage this risk by regularly and closely reviewing changes in the regulatory environment.

## Pandemic and other unforeseen event risk

Health crises, such as pandemic and epidemic diseases, as well as other catastrophes that interrupt the expected course of events, such as natural disasters, war or civil disturbance, acts of terrorism, power outages and other unforeseeable and external events, and the public response to or fear of such diseases or events, have and may in the future have an adverse effect on the economies and financial markets either in specific countries or worldwide and consequently on the value of the Fund's investments. Further, under such circumstances the operations, including functions such as trading and valuation, of Neuberger Berman and other service providers could be reduced, delayed, suspended or otherwise disrupted.

# 5. How we invest your money

**Warning:** When choosing to invest in the Fund, you should consider the likely investment returns, the risks of investing and your investment time frame.

## Investment objective

The Neuberger Berman Global Sustainable Equity Fund aims to achieve a minimum excess annualised return of 2% over the Benchmark before fees over a 3-5 year investment horizon.

## Benchmark

MSCI World Net Total Return Index (AUD) (before fees and taxes)

## Minimum suggested time frame

The minimum suggested investment time frame for the Fund is 5 years.

## Risk level

**SRM<sup>1</sup> Risk band 6 – High**

(<sup>1</sup>Please refer to the *Standard Risk Measure* description under the "Other important information" section of the **Reference Guide**.)

## Investor suitability

This Fund is likely to be appropriate for an investor seeking capital growth; and where the investor has a minimum 5 year investment horizon, is higher risk in nature and can accept higher potential losses (e.g. has the ability to bear up to 6 negative returns over a 20 year period (SRM 6)) in order to target a higher target return profile.

## Investment approach, philosophy and process

The Investment Manager's high conviction investment approach will focus on corporate quality, as reflected in the economic business models as well as the material ESG merits of each holding in the Fund.

Its investment philosophy centres around the belief that 'quality' companies provide superior risk-return characteristics. Sustainability is a key driver of corporate quality as companies with a strong management of ESG factors will likely show better long-term investment returns from both an opportunity and a risk perspective. Companies that 'do no harm' to society, as reflected in activities and behaviour, adapt to change and focus on continuous improvement, are highly likely to hold on to their durable competitive position and will remain future winners. As a result, the Investment Team prefers companies that demonstrate a commitment to sustainability in their behaviour, operations, products, and services.

In seeking to achieve the Fund's investment objective, the Investment Manager will employ an investment process which focuses on in-depth, bottom-up, fundamental research with the aim of identifying high quality companies, which (i) provide attractive sustainable products or services, (ii) demonstrate a commitment to sustainability in their operations, and (iii) are economically competitive, i.e. companies with resilient business models, are capable of maintaining high returns on invested capital and demonstrate durable growth. The process includes a financial screening, a sustainability screening and a materially focused fundamental bottom-up financial/ESG analysis.

## Asset allocation

The Fund will adhere to the following asset allocation ranges:

- Equities: 90 – 100%
- Cash: 0 – 10%

If at any stage the actual asset allocation of the Fund varies from these limits it will be brought back within these ranges as soon as practical.

The Fund will invest primarily in equity and equity-linked securities issued by companies in any sector globally (including: common and preferred shares, rights and warrants to purchase common shares, convertible bonds convertible preferred shares and American, European and Global Depositary Receipts), which are listed or traded on various global exchanges and markets. The Fund will be managed subject to the following restrictions:

- Maximum deviation to a country relative to the Benchmark will not exceed 15% of the Fund's NAV.
- Maximum exposure to emerging markets will not exceed 10% of the Fund's NAV.
- The Fund will not utilize securities lending, repurchase and reverse repurchase agreements or margin lending, and will not engage in short selling.

In actively managing the Fund, the Investment Manager does not intend to track the Benchmark. The Benchmark is referenced above for performance comparison purposes and because certain of the Fund's investment guidelines restrict the extent to which the Fund's holdings may deviate from the Benchmark.

## Derivatives

The Investment Manager may use derivatives to manage foreign exchange or interest rate risk, and may, subject to specific restrictions, use exchanged-traded derivatives for efficient portfolio management purposes. For further details please refer to *Use of Derivatives* under the "Other important information" section of the **Reference Guide**.

## Changing the investment strategy

The investment strategy and asset allocation parameters may be changed. If a change is to be made, investors in the Fund will be notified in accordance with the Corporations Act.

## Labour standards, Environmental, Social and Governance (ESG) and Sustainable considerations

The Investment Manager will invest the Fund primarily in equity securities issued by companies whose behaviours, processes and operations contribute to system-level progress towards environmental and social objectives. The Investment Team takes account of labour standards and has a particular focus on ESG considerations (as described above), in the selection, retention or realisation of investments relating to the Fund.

The Investment Manager (i) excludes securities issued by companies that are involved in controversial activities and behaviour and those which rated worst in terms of its ESG assessment from the investment universe, such that at least 20% of the investment universe is excluded on these bases; and (ii) ensures at least 90% ESG coverage rate of the NAV of the Fund. Companies will then be selected based on either their positive contribution to environmental and social outcomes through their operations, practices and behaviour, or through their products and services. This allows the Fund to drive strong, continually improving performance on material environmental and social factors which contribute to a more sustainable world. Further details of the ESG screening applied in respect of the Fund are set out under *Sustainable and ESG Investment Criteria* in the “Other important information” section of the **Reference Guide** (available at <https://www.nb.com/NBFunds-AU>).

## Fund performance

Up to date information on the performance of the Fund will be available by calling us on +61 3 9649 0910. A free paper copy of the information will also be available on request.

## 6. Fees and costs

### DID YOU KNOW?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns.

For example, total annual fees and costs of 2% of your investment balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You may be able to negotiate to pay lower fees. Ask the fund or your financial adviser.

### TO FIND OUT MORE

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

The information in the following Fees and Costs Summary can be used to compare costs between different simple managed investment schemes. Fees and costs can be paid directly from your account or deducted from investment returns or from the assets of the Fund as a whole. For information on tax please see Section 7 of this PDS.

### Fees and Costs Summary<sup>1</sup>

TYPE OF FEE OR COST	AMOUNT
<b>Fees when your money moves in or out of the Fund</b>	
<i>Establishment fee</i>	Nil
<i>Contribution fee</i>	Nil <sup>2</sup>
<i>Withdrawal fee</i>	Nil <sup>2</sup>
<i>Termination fee</i>	Nil
<b>Management costs</b>	
The fees and estimated costs for managing your investment	0.85% p.a. of the assets of the Fund <sup>3</sup>

<sup>1</sup> Unless otherwise stated, all fees and costs quoted in the PDS are quoted inclusive of Australian Goods and Services Tax (“GST”) and net of any applicable Reduced Input Tax Credits (“RITCs”).

<sup>2</sup> An allowance for transactional and operational costs (“Buy/Sell Spread”) may apply to investments into, and withdrawals from, the Fund. Please refer to *Transactional and operational costs* under the “Additional Explanation of Fees and Costs” section of the **Reference Guide** for further information.

<sup>3</sup> Direct Investors who are Wholesale Clients may be able to negotiate the management fee component of management costs. Please refer to *Differential fees* under the “Additional Explanation of Fees and Costs” section of the **Reference Guide**.

### Example of annual fees and costs for the Fund

This table gives an example of how the fees and costs in the Fund can affect your investment over a 1-year period. It assumes the \$5,000 contribution occurs at the end of the first year; therefore, the fees and costs are calculated using the \$50,000 balance only. You should use this table to compare the Fund with other managed investment products.

EXAMPLE	AMOUNT	BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING THE YEAR
<i>Contribution Fee</i>	Nil	For every additional \$5,000 you put in, you will be charged: <b>\$0</b>
<b>PLUS</b> <i>Management costs</i>	0.85% p.a. of the assets of the Fund	<b>And</b> , for every \$50,000 you have in the Fund you will be charged or have deducted from your Investment: <b>\$425 each year</b>
<b>EQUALS</b> <i>Cost of Fund</i>		If you had an investment of \$50,000 at the beginning of the year and you put in an additional \$5,000 during that year, you would be charged fees of: <b>\$425</b> <b>What it costs you will depend on the investment option you choose and the fees you negotiate.</b>

Additional fees may apply. Please note that this example does not capture all the fees and costs that may apply to you, such as the Buy/Sell Spread. Please refer to *Transactional and operational costs* under the “Additional Explanation of Fees and Costs” section of the **Reference Guide** for further information.

**Warning: If you have consulted a financial adviser, you may pay additional fees. You should refer to the Statement of Advice or Financial Services Guide provided by your financial adviser in which details of the fees are set out.**

### Additional Explanation of Fees and Costs

All estimates of costs in this section are based on information available as at the date of this PDS. As the Fund is newly established, these figures reflect the Responsible Entity’s reasonable estimates of the costs that will apply for the current financial year (adjusted to reflect a 12-month period).

### What do the management costs pay for?

The management costs of 0.85% p.a. of the assets of the Fund are calculated and accrued daily; and paid from the assets of the Fund monthly in arrears on the last calendar day of each month and reflected in the Fund’s unit price.

Management costs comprise the additional fees and costs that you incur by investing via the Fund rather than by investing directly in the underlying assets of the Fund.

As at the date of this PDS, ordinary operating expenses such as investment management fees, custodian fees, administration and accounting fees, registry fees, audit and tax fees, unitholder reporting expenses and other ordinary expenses of operating the fund are covered by the management costs at no additional charge to you.

The management costs do not include transactional and operational costs (i.e. costs associated with investing the underlying assets, some of which will be met by Buy/Sell Spread).

In addition, the management costs above do not include extraordinary expenses (if they are incurred in future), such as litigation costs and the costs of convening investor meetings.

### Transactional and operational costs

In investing the assets of the Fund, the Fund may incur transactional and operational costs such as brokerage, settlement costs, clearing costs and applicable stamp duty when assets are bought and sold, and the costs of derivatives used for hedging purposes (if applicable). This generally happens when the assets of the Fund are changed in connection with day-to-day trading or when there are applications or withdrawals which cause net cash flows into or out of the Fund.

The Buy/Sell Spread reflects the estimated transaction costs incurred in buying or selling assets of the Fund when investors invest in or withdraw from the Fund. The Buy/Sell Spread is an additional cost to the investor but is incorporated into the unit price and incurred when an investor invests in or withdraws from the Fund and is not separately charged to the investor. The Buy Spread is paid into the Fund as part of an application and the Sell Spread is left in the Fund as part of a redemption and not paid to the Responsible Entity.

The estimated Buy/Sell Spread is 0.10% upon investment and 0.10% upon withdrawal. The dollar value of these costs based on an application or a withdrawal of \$50,000 is \$50 for each individual transaction. The Buy/Sell Spread can be altered by the Responsible Entity at any time. The Responsible Entity may also waive the Buy/Sell Spread in part or in full at its discretion.

Transactional costs which are incurred other than in connection with applications and withdrawals arise through the day-to-day trading of the Fund's assets and are reflected in the Fund's unit price. As these costs are factored into the NAV of the Fund and reflected in the unit price, they are an additional implicit cost to the investor and are not a fee paid to the Responsible Entity. These costs can arise as a result of bid-offer spreads (the difference between an asset's bid/buy price and offer/ask price) being applied to securities traded by the Fund. Liquid securities generally have a lower bid-offer spread while less liquid assets have a higher bid-offer spread reflecting the compensation taken by market makers in providing liquidity for that asset.

For the financial year ended 30 June 2022, the total transaction costs for the Fund are estimated to be 0.16% of the NAV of the Fund, of which we estimate that 61.9% of these transaction costs may be recouped via the Buy/Sell Spread, resulting in a net transaction cost to the Fund of 0.06%.

However, actual transactional and operational costs for future years may differ.

### Can the fees change?

Yes, all fees and costs can change without your consent, subject to the maximum amounts specified in the Constitution (and set out in the **Reference Guide**). We will provide investors with at least 30 days' notice of any proposed increase to the management costs. In most circumstances, the Constitution defines the maximum level that can be charged for fees described in this PDS.

The Responsible Entity also has the right to pay or be reimbursed for all reasonable expenses incurred in relation to the proper performance of its duties in managing the Fund and as such these expenses may increase or decrease accordingly, without notice.

### Further reading

You should read the important information in the **Reference Guide** (available at <https://www.nb.com/NBFunds-AU>) about fees and costs, including: *Management costs of the Fund, Management Fee, Indirect Costs, Transactional and operational costs, Payment to IDPS Operators and Differential Fees*, under the "**Additional Explanation of Fees and Costs**" section before making a decision.

The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

## 7. How managed investment schemes are taxed

**Warning: Investing in a registered managed investment scheme (such as the Fund) is likely to have tax consequences. You are strongly advised to seek your own professional tax advice about the applicable Australian tax (including income tax, GST and duty) consequences and, if appropriate, foreign tax consequences which may apply to you based on your particular circumstances before investing in the Fund.**

The Fund is an Australian resident for tax purposes and does not generally pay tax on behalf of its investors. Australian resident investors are assessed for tax on any income and capital gains generated by the Fund to which they become presently entitled or, where the Fund has made a choice to be an Attribution Managed Investment Trust ("AMIT") and the choice is effective for the income year, are attributed to them.

### Further reading

You should read the important information in the **Reference Guide** (available at <https://www.nb.com/NBFunds-AU>) about Taxation under the "**Other important information**" section before making a decision.

The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.

## 8. How to apply

### Who can invest?

If you are eligible as detailed in the 'About this PDS' section on the front cover of this PDS, you can invest in the Fund as a Direct Investor or an Indirect Investor. However, if you are an individual, you must be 18 years of age or over.

### Direct Investors

For your **initial investment**, you should:

- read this PDS and the **Reference Guide** at <https://www.nb.com/NBFunds-AU>;
- complete and sign the Application Form accompanying this PDS, and include all required customer identity verification documents; and
- send funds (see details in the Application Form) and your completed Application Form to:  
Neuberger Berman Australia Ltd  
C/- LINK Market Services Limited  
PO Box 3721  
Rhodes NSW 2138

**Additional investments** can be made at any time according to the then current PDS. The PDS may be updated or replaced from time to time and you should read the current version before you make an additional

investment. You can obtain a copy of the current PDS, free of charge, at <https://www.nb.com/NBFunds-AU> or by contacting us on +61 3 9649 0910.

### Indirect Investors

If you are an Indirect Investor investing through an IDPS, you should complete the application documentation provided by the IDPS Operator.

### Cooling-off rights

#### Direct Investors

If you are a Retail Client (as defined in the Corporations Act), who has invested directly in the Fund, you may have a cooling-off right in relation to your investment in the Fund whereby you can change your mind about your investment and ask for your money to be repaid. This cooling-off right must be exercised within 14 days ("**cooling-off period**") from the earlier of:

- when you receive confirmation of your investment; and
- the end of the fifth business day after the day on which your units are issued to you.

The amount repaid will be adjusted for any increase or decrease in the value of your investment, as well as any other tax and other reasonable administrative expenses and transaction costs associated with the acquisition and disposal of your investment.

Your cooling-off right does not apply in certain limited situations, such as if:

- the issue of units to you was made under a distribution reinvestment plan, switching facility or represents additional contributions required under an existing agreement;
- you exercise any of your rights or powers as a unitholder in the Fund during the cooling-off period (e.g. selling part of your investment); or
- you are a **Wholesale Client** (as defined in the Corporations Act).

If you'd like to exercise your cooling-off right, please write to us (referencing your account number) during the cooling-off period stating that you want to be repaid. Your request must reach us before the end of the cooling-off period.

#### Indirect Investors

No cooling-off rights apply in respect of any investment in the Fund placed through an IDPS Operator on behalf of an Indirect Investor. For information about any cooling-off rights that may apply to you in respect of the IDPS through which you invest, you should seek advice from your IDPS Operator or their disclosure document.

## 9. Other information

### Target Market Determination

The Target Market Determination for the Neuberger Berman Global Sustainable Equity Fund is available at <https://www.nb.com/NBFunds-AU>. A Target Market Determination describes who this financial product is likely to be appropriate for (i.e. the target market), and any conditions around how the product can be distributed to investors. It also describes the events or circumstances where the Target Market Determination for this financial product may need to be reviewed.

### Inquiries and complaints

We have established procedures for dealing with inquiries and complaints relating to your investment in the Fund and are committed to considering properly and resolving all inquiries and complaints.

#### Direct Investors

If you have an inquiry or complaint about your investment, we encourage you to contact us at:

**Phone:** 02 8044 9201

**Email:** [NBAusComplaints@nb.com](mailto:NBAusComplaints@nb.com)

**Mail:** Level 22, Suite 22.02, 9 Castlereagh St, Sydney NSW 2000

We will acknowledge receipt of your complaint within 24 hours and will respond as soon as practicable, but not more than 30 calendar days, after receiving your complaint.

If you are not satisfied with our response to your complaint, you may be able to lodge a complaint with the Australian Financial Complaints Authority ("**AFCA**"). AFCA is the external dispute resolution scheme established by the Commonwealth Government to deal with complaints from consumers in the financial system. AFCA provides a **free** service for consumers. Contact details for AFCA are as follows:

**Phone:** 1800 931 678

**Email:** [info@afca.org.au](mailto:info@afca.org.au)

**Mail:** GPO Box 3, Melbourne VIC 3001

**Website:** [www.afca.org.au](http://www.afca.org.au) / [www.afca.org.au/make-a-complaint](http://www.afca.org.au/make-a-complaint)

#### Indirect Investors

You should direct any inquiries or complaints to your IDPS Operator in the first instance. If your IDPS Operator is unable to answer your inquiry or resolve your complaint on your behalf, you can contact us directly at the contact details specified above.

### Further reading

You should read the important information in the **Reference Guide** (available at <https://www.nb.com/NBFunds-AU>) about *Your privacy*, the *Constitution, Anti-Money Laundering and Counter Terrorism Financing ("AML/CTF")*, *Indirect Investors*, *Information on underlying investments*, the *Foreign Account Tax Compliance Act ("FATCA")* and the *Common Reporting Standard ("CRS")*, under the "**Other important information**" section before making a decision.

The material relating to these matters may change between the time when you read this PDS and the day when you acquire the product.





# Neuberger Berman Global Sustainable Equity Fund

## Application Form

This application form accompanies the Product Disclosure Statement (**PDS**) relating to units in the **Neuberger Berman Global Sustainable Equity Fund - W Class (ARSN 641 099 738) (Fund<sup>o</sup>)** issued by Neuberger Berman Australia Limited (ABN 90 146 033 801, AFSL 391401) as responsible entity of the Fund (**Responsible Entity**). The PDS contains information about investing in the Fund. You should read the PDS in its entirety before applying.

The law prohibits any person passing this Application Form on to another person unless it is accompanied by a complete PDS.

- If completing by hand, use a black or blue pen and print within the boxes in BLOCK LETTERS
- If you make a mistake, cross it out and initial. DO NOT use correction fluid
- The investor(s) must complete and sign this form
- Keep a photocopy of your completed Application Form for your records

U.S. Persons: This offer is not open to any U.S. Person. Please refer to the PDS for further information.

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

We are required to collect certain information to comply with FATCA and CRS, please ensure you complete section 7.

#### **If investing with an authorised representative, agent or financial adviser**

Please ensure you, your authorised representative, agent and/or financial adviser also complete Section 6.

#### **Financial adviser details and customer identification declaration**

We are required to collect copies of your certified identification documentation with your Application Form even if this information has been provided to your licensed financial adviser already as listed under Section 6 of this Application Form.

#### **Provide certified copies of your identification documents**

Please refer to section 9 on AML/CTF Identity Verification Requirements.

#### **Send your documents & make your payment**

See section 2 for payment options and where to send your application form.

## SECTION 1 – YOUR CONSUMER ATTRIBUTES

In relation to our Design and Distribution Obligations (DDO) under the Corporations Act, we seek the following information about your attributes as an investor (please tick only 1 box for each question below)

Further information in relation to these questions can be found in the Target Market Determination (TMD) for the Fund. If you wish to access the TMD, please visit [www.nb.com/NBFunds](http://www.nb.com/NBFunds)

### 1. Have you received advice prior to applying to invest in the Fund?

- I/We have received personal advice in relation to my investment in this Fund
- I/We have received general advice in relation to my investment in this Fund
- I/We have not received any advice in relation to my investment in this Fund

### 2. What is your primary investment objective(s)?

- Capital growth
- Capital preservation
- Capital guaranteed
- Income Distribution

### 3. Please select the intended use of this Fund in your investment portfolio

- Solution/Standalone – A large allocation (75%-100% of portfolio)
- Core component – A medium allocation (25%-75% of portfolio)
- Satellite/Small Allocation – A small allocation (<25% of portfolio)

### 4. Please select the Intended investment timeframe

- Short term (<=2 years)
- Medium term (>2 years)
- Long term (>8 years)

### 5. What is your tolerance for risk?

- Low - I/we can tolerate up to 1 period of underperformance over 20 years
- Medium - I/we can tolerate up to 4 periods of underperformance over 20 years.
- High - I/we can tolerate up to 6 periods of underperformance over 20 years
- Very High - I/we can tolerate more than 6 periods of underperformance over 20 years

### 6. What do you anticipate your withdrawal needs may be?

- Daily
- Weekly
- Monthly
- Quarterly
- Annually or longer

#### Please note:

1. Failure to complete the above questions may result in your application not being accepted;
2. Acceptance of your application should not be taken as a representation or confirmation that an investment in the Fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your responses to these questions; and
3. For further information on the suitability of this product, please refer to your financial adviser and/or the TMD

## SECTION 1.2 – ARE YOU AN EXISTING INVESTOR IN THE FUND AND WISH TO ADD TO YOUR INVESTMENT?

Do you have an existing investment in the Fund and the information provided remains current and correct?

- Yes**, if you can tick both of the boxes below, complete Sections 2 and 8
- I/We confirm there are no changes to our identification documents previously provided and that these remain current and valid.
- I/We confirm there have been no changes to our FATCA or CRS status

Existing investor number:

If there have been changes in your identification documents or FATCA/CRS status since your last application, please complete the full Application Form as indicated below.

- No**, please complete sections relevant to you as indicated below:

### Investor Type:

- Individuals/Joint:** complete section 2, 3, 6 (if applicable), 7, 8 & 9
- Companies:** complete section 2, 4, 6 (if applicable), 7, 8 & 9
- Custodians on behalf of underlying clients:** complete section 2, 4, 5, 5.1, 6 (if applicable), 7, 8 & 9
- Trusts/superannuation funds:**
- with an individual trustee – complete sections 2, 3, 5, 6 (if applicable), 7, 8 & 9
  - with a company as a trustee – complete sections 2, 4, 5, 6 (if applicable), 7, 8 & 9

If you are an Association, Co-operative, Partnership, Government Body or other type of entity not listed above, please contact the Responsible Entity by calling us on +61 3 9649 0910 or via email on [NBAusOps@nb.com](mailto:NBAusOps@nb.com).

## SECTION 2 – INVESTMENT DETAILS

Investment to be held in the name(s) of (must include name(s) of investor(s))

Postal address

Suburb

State

Postcode

Country

Email address

Contact no.

FUND NAME	APIR CODE	APPLICATION AMOUNT (\$)
Neuberger Berman Global Sustainable Equity Fund - W Class	NBA2220AU	

The minimum initial investment is \$25,000

### Distribution Instructions

If you do not select a distribution option, we will automatically reinvest your distribution. If you select cash, please ensure you provide your bank details below.

- Reinvest distributions** if you select this option your distribution will be reinvested in the Fund
- Pay distributions to the bank** if you select this option your distribution will be paid to the bank account below

### Investor bank details

For withdrawals and distributions (if applicable), these must match the investor(s)' name and must be an AUD-denominated bank account with an Australian domiciled bank.

Financial institution name and branch location

BSB number

Account number

Account name

### Payment method

Direct credit – pay to:

Financial institution name and branch location	Australia and New Zealand Banking Group Limited – 388 George Street Branch
BSB number	012-006
Account number	000000123
Swift/BIC	ANZBAU3M
Account name	Neuberger Berman Dyal Trust
Reference	<Investor Name>

## Source of investment

Please indicate the source of the investment amount (e.g. retirement savings, employment income):

### Send your completed Application Form via Post or Email to:

**Link Market Services**

PO Box 3721, Rhodes, NSW 2138

Email: [nb@linkmarketservices.com.au](mailto:nb@linkmarketservices.com.au) and send a copy via CC to [NBAusOps@nb.com](mailto:NBAusOps@nb.com)

**Please ensure you have completed all relevant sections and signed the Application Form**

### SECTION 3 – INVESTOR DETAILS – INDIVIDUALS/JOINT

Please complete if you are investing individually, jointly or you are an individual or joint trustee.

See Group A AML/CTF Identity Verification Requirements in Section 9

#### Investor 1

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

Email address  
(Statements will be sent to this address, unless you elect otherwise in Section 6)

Contact no.

Date of birth (DD/MM/YYYY)	Tax File Number* – or exemption code
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Country of birth	Occupation
<input type="text"/>	<input type="text"/>

Does the investor named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

No       Yes, please give details:

#### Investor 2

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

Email address  
(Statements will be sent to this address, unless you elect otherwise in Section 6)

Contact no.

Date of birth (DD/MM/YYYY)	Tax File Number* – or exemption code
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Country of birth	Occupation
<input type="text"/>	<input type="text"/>

**If there are more than 2 registered owners, please provide details as an attachment.**

Does the investor named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

No       Yes, please give details:

## SECTION 4 – INVESTOR DETAILS – COMPANIES/CORPORATE TRUSTEE

Please complete if you are investing for a company or where the company is acting as trustee.

See Group B AML/CTF Identity Verification Requirements in Section 9

Full company name (as registered with ASIC or relevant foreign registered body)

Registered office address (not a PO Box/RMB/Locked Bag)

Suburb

State

Postcode

Country

Australian Company Number

Tax File Number\* – or exemption code

Australian Business Number\* (if registered in Australia) or equivalent foreign company identifier

### Contact Person

Title

First name(s)

Surname

Email address

(Statements will be sent to this address, unless you elect otherwise in Section 6)

Contact no.

**Principal place of business:** If the principal place of business is the same as the registered office street address, state 'As above' below. Otherwise provide address details. For foreign companies registered with ASIC please provide a local agent name and address if you do not have a principal place of business in Australia.

**Principal Place of Business Address (not a PO Box/RMB/Locked Bag)**

Suburb

State

Postcode

Country

### Registration details

Name of regulatory body

Identification number (e.g. ARBN)

#### Controlling Persons, Directors and Beneficial Owners

All beneficial owners who own, hold or control either directly or indirectly 25% or more of the issued capital of a proprietary or private company that is not regulated i.e. does not have an AFSL or ACLN etc., will need to provide Group A AML/CTF Identity Verification Requirements specified in Section 9. In the case of an unregulated public company not listed on a securities exchange, provide the details of the senior managing official(s) as controlling person(s) (e.g. managing director, senior executive(s) etc. who is/are authorised to sign on the company's behalf, and make policy, operational and financial decisions) in the following sections. All proprietary and private companies, whether regulated or unregulated, must provide the names of all of the directors.



**Names of the Directors of a Proprietary or Private Company whether regulated or unregulated**

1	2
3	4

If there are more than 4 directors, please write the other names below.

**Names of the Beneficial Owners or Senior Managing Official(s)**

**Select:**

- Beneficial owner 1 of an unregulated proprietary or private company; OR
- Senior Managing Official of an unregulated, unlisted, public (e.g. Limited) company

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of birth (DD/MM/YYYY)

 /  / 

Does the beneficial owner named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

- No
- Yes, please give details:

**Select:**

- Beneficial owner 2 of an unregulated proprietary or private company; OR
- Senior Managing Official of an unregulated, unlisted, public (e.g. Limited) company

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of birth (DD/MM/YYYY)

 /  / 

Does the beneficial owner named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

- No
- Yes, please give details:

**If there are more than 2 beneficial owners or managing officials, please copy and complete this page for the other persons or alternatively, provide the additional details as an attachment.**

## SECTION 5 – INVESTOR DETAILS – TRUSTS/SUPERANNUATION FUNDS

Please complete if you are investing for a trust or superannuation fund.

**See Group C AML/CTF Identity Verification Requirements in section 9**

Full name of trust or superannuation fund

Full name of business (if any)

Country where established

Australian Business Number\* (if obtained)

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Tax File Number\* – or exemption code

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Trustee details – How many trustees are there?

- Individual trustee(s)** – complete Section 3 – Investor details – Individuals/Joint
- Company trustee(s)** – complete Section 4 – Investor details – Companies/Corporate Trustee
- Combination** – trustee(s) to complete each relevant section

### Type of Trust

- Registered Managed Investment Scheme**

Australian Registered Scheme Number (ARSN)

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- Regulated Trust** (including self-managed superannuation funds and registered charities that are trusts)

Name of Regulator (e.g. ASIC, APRA, ATO, ACNC)

Registration/Licence details or ABN

- Other Trust** (unregulated)

Please describe

#### Beneficiaries of an unregulated trust

Please provide details below of any beneficiaries who directly or indirectly are entitled to an interest of 25% or more of the trust.

1	2
3	4

If there are no beneficiaries of the trust, describe the class of beneficiary (e.g. the name of the family group, class of unit holders, the charitable purpose or charity name):

**Other Trust** (unregulated) Continued

**Settlor details**

Please provide the full name and last known address of the settlor of the trust where the initial asset contribution to the trust was greater than \$10,000.

- This information is not required if the initial asset contribution was less than \$10,000, and/or
- This information is not required if the settlor is deceased

Settlor's full name and last known address


**Beneficial owners of an unregulated trust**

Please provide details below of any beneficial owner of the trust. A beneficial owner is any individual who directly or indirectly has a 25% or greater interest in the trust or is a person who exerts control over the trust. This includes the appointer of the trust who holds the power to appoint or remove the trustees of the trust.

**All beneficial owners will need to provide Group A AML/CTF Identity Verification Requirements in Section 9**

**Beneficial owner 1 or Controlling Person 1**

Select:

- Beneficial owner 1; OR
- Controlling Person – What is the role e.g. Appointer:

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

Date of birth (DD/MM/YYYY)  /  /

Does the beneficial owner named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

- No
- Yes, please give details:

**Beneficial owner 2 or Controlling Person 2**

Select:

- Beneficial owner 2; OR
- Controlling Person – What is the role e.g. Appointer:

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>

Date of birth (DD/MM/YYYY)  /  /

**If there are more than 2 beneficial owners, please provide details as an attachment.**

Does the beneficial owner named above hold a prominent public position or function in a government body (local, state, territory, national or foreign) or in an international organisation or are you an immediate family member or a business associate of such a person?

No  Yes, please give details:

**If there are more than 2 beneficial owners or controlling persons, please copy and complete this page for the other persons or alternatively, provide the additional details as an attachment.**

## **SECTION 5.1 – CUSTODIAN ATTESTATION: CHAPTER 4, PARTS 4.4.18 AND 4.4.19 OF THE AML/CTF RULES**

**If you are a Company completing this Application Form on behalf of an individual, another company, a trust or other entity, in a Custodial capacity, please complete this section.**

In accordance with Chapter 4, part 4.4.19 (1)(a) to (d) of the AML/CTF Rules, does the Custodian meet the definition (see 'Section 10 – Glossary') of a Custodian?

No  Yes

In accordance with Chapter 4, part 4.4.19 (e) of the AML/CTF Rules, do you, in your capacity as Custodian attest that prior to requesting this designated service from the Responsible Entity, it has carried out and will continue to carry out, all applicable customer identification procedures on the underlying account holder named or to be named in the Fund's register, including conducting ongoing customer due diligence requirements in accordance with Chapter 15 of the AML/CTF Rules?

No  Yes

If you answered YES to all of the above questions, then the Responsible Entity is able to apply the Chapter 4, part 4.4 Custodian rules to this account and will rely upon the customer due diligence conducted by the Custodian on the underlying account holder named or to be named in the Fund's register.

If requested to do so at any time after the provision of this designated service, the Custodian agrees to honour any reasonable request made by the Responsible Entity for information or evidence about the underlying account holder in order to allow the Responsible Entity to meet its obligations under the AML/CTF Act.

No  Yes

Excepting the below circumstances where the custodian answered NO or did not complete any of the above questions, no other information about the underlying account holder is required to be collected. However, further information about you as the Custodian and as a company is required to be collected and verified as required by the AML/CTF rules. Please complete the rest of this form for the Custodian.

### **Excepting circumstances:**

If you answered NO or did not complete any of the above questions, then we are unable to apply the Chapter 4, part 4.4 Custodian rules to this application. We are therefore obligated to conduct full Know Your Client procedures on the underlying account holder named or to be named in the Fund's register including any named nominee, as well as the trustees, beneficial owners and controlling persons of the underlying named account in addition to the Custodian. Therefore, please complete the relevant forms and provide identity documents for all parties connected to this account.

## SECTION 6 – AUTHORISED REPRESENTATIVE, AGENT AND/OR FINANCIAL ADVISER

To be completed by an authorised representative, agent and/or financial adviser of the investor

See Group D AML/CTF Identity Verification Requirements in Section 9

- I am an **authorised representative or agent** as nominated by the investor(s)

You must attach a valid authority such as Power of Attorney, guardianship order, grant of probate, appointment of bankruptcy etc. that is a certified copy. The document must be current and complete, signed by the investor or a court official and permits the authorised representative or agent to transact on behalf of the investor.

Full name of authorised representative or agent

Role held with investor(s)

Signature

Date



- I am a **financial adviser** as nominated by the investor

Name of adviser

AFSL number



Dealer group

Name of advisory firm



Postage address

Suburb

State

Postcode

Country





Email address

Contact no.



### Financial Advice (only complete if applicable)

- The investor has received personal financial product advice in relation to this investment from a licensed financial adviser and that advice is current.

### Financial Adviser Declaration

- I/We hereby declare that I/we are not a US Person as defined in the PDS.
- I/We hereby declare that the investor is not a US Person as defined in the PDS.
- I/We have completed an appropriate Customer Identification Procedure (CIP) on this investor which meets the requirements (per type of investor) set out above,
- I/We have attached the relevant CIP documents;

Signature

Date

## Access to information

Unless you elect otherwise, your authorised representative, agent and/or financial adviser will also be provided access to your investment information and/or receive copies of statements and transaction confirmations. By appointing an authorised representative, agent and/or financial adviser you acknowledge that you have read and agreed to the terms and conditions in the PDS relating to such appointment.

- Please tick this box if you DO NOT want your authorised representative, agent and/or financial adviser to have access to information about your investment.
- Please tick this box if you DO NOT want copies of statements and transaction confirmations sent to your authorised representative, agent and/or financial adviser.
- Please tick this box if you want statements and transaction confirmations sent ONLY to your authorised representative, agent and/or financial adviser.

# SECTION 7 – FOREIGN ACCOUNT TAX COMPLIANCE ACT (FATCA), COMMON REPORTING STANDARD (CRS) SELF-CERTIFICATION FORM – ALL INVESTORS MUST COMPLETE

## Sub-Section I – Individuals

Please fill this Sub-Section I only if you are an individual. If you are an entity, please fill Sub-Section II.

### 1. Are you a U.S. tax resident (e.g. U.S. citizen or U.S. resident)?

- Yes: provide your U.S. Taxpayer Identification Number (TIN) and continue to question 2

Investor 1

Investor 2


- No: continue to question 2

### 2. Are you a tax resident of any other country outside of Australia?

- Yes: state each country and provide your TIN or equivalent (or Reason Code if no TIN is provided) for each jurisdiction below and skip to question 12

#### Investor 1

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

#### Investor 2

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

*If more space is needed please provide details as an attachment.*

- No: skip to question 12

### Reason Code:

If TIN or equivalent is not provided, please provide reason from the following options:

- Reason A: The country/jurisdiction where the investor is resident does not issue TINs to its residents.
- Reason B: The investor is otherwise unable to obtain a TIN or equivalent number (Please explain why the investor is unable to obtain a TIN in the below table if you have selected this reason).
- Reason C: No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction).

If Reason B has been selected above, explain why you are not required to obtain a TIN:

	Reason B explanation
Investor 1	
Investor 2	

## Sub-Section II – Entities

Please fill this Sub-Section II only if you are an entity. If you are an individual, please fill Sub-Section I.

### 3. Are you an Australian complying superannuation fund? Are you a U.S. tax resident (e.g. U.S. citizen or U.S. resident)?

- Yes: skip to question 12
- No: continue to question 4

## FATCA

### 4. Are you a US Person?

- Yes: continue to question 5
- No: skip to question 6

### 5. Are you a Specified U.S. Person?

- Yes: provide your TIN below and skip to question 7

- No: indicate exemption type and skip to question 7

### 6. Are you a Financial Institution for the purposes of FATCA?

- Yes: provide your Global Intermediary Identification Number (GIIN)

If you do not have a GIIN, please provide your FATCA status below and then continue to question 7. If you are a sponsored entity, please provide your GIIN above and your sponsor's details below and then continue to question 7.

- Exempt Beneficial Owner, provide type below:

- Deemed-Compliant FFI (other than a Sponsored Investment Entity or a Trustee Documented Trust), provide type below:

- Non-Participating FFI, provide type below:

- Sponsored Entity. Please provide the Sponsoring Entity's name and GIIN:

  

- Trustee Documented Trust. Please provide your Trustee's name and GIIN:

  

- Other, provide details:

- No: continue to question 7



**CRS**

**7. Are you a tax resident of any country outside of Australia and the U.S.?**

Yes: state each country and provide your TIN or equivalent (or Reason Code if no TIN is provided) for each jurisdiction below and continue to question 8

**Investor 1**

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

**Investor 2**

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

*If more space is needed please provide details as an attachment.*

**Reason Code:**

If TIN or equivalent is not provided, please provide reason from the following options:

- Reason A: The country/jurisdiction where the investor is resident does not issue TINs to its residents.
- Reason B: The investor is otherwise unable to obtain a TIN or equivalent number (Please explain why the investor is unable to obtain a TIN in the below table if you have selected this reason).
- Reason C: No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction).

If Reason B has been selected above, explain why you are not required to obtain a TIN:

	Reason B explanation
Investor 1	
Investor 2	

No: continue to question 8

**8. Are you a Financial Institution for the purpose of CRS?**

Yes: specify the type of Financial Institution below and continue to question 9

- Reporting Financial Institution
- Non-Reporting Financial Institution:
  - Trustee Documented Trust
  - Other: please specify:

No: skip to question 10

**9. Are you an investment entity resident in a non-participating jurisdiction for CRS purposes and managed by another financial institution?**

- Yes: skip to question 11
- No: skip to question 12

## Non-Financial Entities

### 10. Are you an Active Non-Financial Entity (Active NFE)?

- Yes: specify the type of Active NFE below and skip to question 12:
- Less than 50% of the entity's gross income from the preceding calendar year is passive income (e.g. dividends, distribution, interests, royalties and rental income) and less than 50% of its assets during the preceding calendar year are assets held for the production of passive income
  - Corporation that is regularly traded or a related entity of a regularly traded corporation  
 Provide name of Listed Entity:   
 and exchange on which traded:
  - Governmental Entity, International Organisation or Central Bank
  - Other: please specify:
- No: you are a Passive Non-Financial Entity (Passive NFE). Continue to question 11

## Controlling Persons

### 11. Does one or more of the following apply to you:

- Is any natural person that exercises control over you (for corporations, this would include directors or beneficial owners who ultimately own 25% or more of the share capital) a tax resident of any country outside of Australia?
- If you are a trust, is any natural person including trustee, protector, beneficiary, settlor or any other natural person exercising ultimate effective control over the trust a tax resident of any country outside of Australia?
- Where no natural person is identified as exercising control of the entity, the controlling person will be the natural person(s) who holds the position of senior managing official.

- Yes. provide controlling person information below:

#### Controlling person 1

Title	First name(s)	Surname	
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	
Residential address (not a PO Box/RMB/Locked Bag)			
<input style="width: 100%; height: 20px;" type="text"/>			
Suburb	State	Postcode	Country
<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Date of birth (DD/MM/YYYY)	<input style="width: 20px; height: 20px;" type="text"/> / <input style="width: 20px; height: 20px;" type="text"/> / <input style="width: 20px; height: 20px;" type="text"/>		

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

**Controlling person 2**

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address (not a PO Box/RMB/Locked Bag)

Suburb	State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of birth (DD/MM/YYYY)  /  /

Country/Jurisdiction of tax residence	TIN	If no TIN available enter Reason A, B or C
1		
2		

*If there are more than 2 controlling persons, please provide details as an attachment.*

**Reason Code:**

If TIN or equivalent is not provided, please provide reason from the following options:

- Reason A: The country/jurisdiction where the investor is resident does not issue TINs to its residents.
- Reason B: The investor is otherwise unable to obtain a TIN or equivalent number (Please explain why the investor is unable to obtain a TIN in the below table if you have selected this reason).
- Reason C: No TIN is required. (Note. Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction).

If Reason B has been selected above, explain why you are not required to obtain a TIN:

	Reason B explanation
Investor 1	
Investor 2	

No: continue to question 12

**12. Signature and Declaration – ALL investors must sign**

I undertake to provide a suitably updated self-certification within 30 days of any change in circumstances which causes the information contained herein to become incorrect.

I declare the information above to be true and correct.

**Investor 1**

Name of individual/entity

Name of authorised representative

Signature

Date

**Investor 2**

Name of individual/entity

Name of authorised representative

Signature

Date

## SECTION 8 – DECLARATIONS – ALL INVESTORS MUST COMPLETE

In most cases the information that you provide in this form will satisfy the AML/CTF Act, the U.S. Foreign Account Tax Compliance Act (FATCA) and the Common Reporting Standard (CRS). However, in some instances the Responsible Entity may contact you to request further information. It may also be necessary for the Responsible Entity to collect information (including sensitive information) about you from third parties in order to meet its obligations under the AML/CTF Act, FATCA and CRS.

### When you complete this Application Form you make the following declarations:

- I/We have received the PDS and made this application in Australia
- I/We have read the PDS to which this Application Form applies and agree to be bound by the terms and conditions of the PDS and the Constitution of the Fund in which I/we have chosen to invest.
- I/we have carefully considered the features of Fund as described in the PDS (including its investment objectives, minimum suggested investment timeframe, risk level, withdrawal arrangements and investor suitability) and, after obtaining any financial and/or tax advice that I/we deemed appropriate, am/are satisfied that my/our proposed investment in the Fund is consistent with my/our investment objectives, financial circumstances and needs.\*
- I/We have considered our personal circumstances and, where appropriate, obtained investment and/or taxation advice.
- I/We hereby declare that I/we are not a U.S. Person as defined in the PDS.
- I/We acknowledge that (if a natural person) I am/we are 18 years of age or over and I am/we are eligible to hold units in the Fund in which I/We have chosen to invest.
- I/We acknowledge and agree that the Responsible Entity has outlined in the PDS provided to me/us how and where I/we can obtain a copy of the Neuberger Berman Privacy Statement.
- I/We consent to the transfer of any of my/our personal information to external third parties including but not limited to custodian and fund administrators, unit registrars, investment manager(s) and related bodies corporate who are located outside Australia for the purpose of administering the products and services for which I/we have engaged the services of the Responsible Entity or its related bodies corporate and to foreign government agencies for reporting purposes (if necessary).
- I/we hereby confirm that the personal information that I/we have provided to the Responsible Entity is correct and current in every detail, and should these details change, I/we shall promptly advise the Responsible Entity in writing of the change(s).
- I/We agree to provide further information or personal details to the Responsible Entity if required to meet its obligations under anti-money laundering and counter-terrorism legislation, U.S. tax legislation or reporting legislation and acknowledge that processing of my/our application may be delayed and will be processed at the unit price applicable for the Business Day as at which all required information has been received and verified.
- If I/we have provided an email address, I/we consent to receive ongoing investor information including PDS information, confirmations of transactions and additional information as applicable via email.
- I/We acknowledge that the Responsible Entity does not guarantee the repayment of capital or the performance of the Fund or any particular rate of return from the Fund.
- I/We acknowledge that an investment in the Fund is not a deposit with or liability of the Responsible Entity and is subject to investment risk including possible delays in repayment and loss of income or capital invested.
- I/We acknowledge that the Responsible Entity is not responsible for the delays in receipt of monies caused by the postal service or the investor's bank.
- If I/we lodge a fax application request, I/we acknowledge and agree to release, discharge and agree to indemnify the Responsible Entity from and against any and all losses, liabilities, actions, proceedings, account claims and demands arising from any fax application.
- If I/we have completed and lodged the relevant sections on authorised representatives, agents and/or financial advisers on the Application Form then I/we agree to release, discharge and indemnify the Responsible Entity from and against any and all losses, liabilities, actions, proceedings, account claims and demands arising from the Responsible Entity acting on the instructions of my/our authorised representatives, agents and/or financial advisers.
- If this is a joint application each of us agrees that our investment is held as joint tenants.
- I/We acknowledge and agree that where the Responsible Entity, in its sole discretion, determines that:
  - I/we are ineligible to hold units in the Fund or have provided misleading information in my/our Application Form; or

- I/we owe any amounts to the Responsible Entity, then I/we appoint the Responsible Entity as my/our agent to submit a withdrawal request on my/our behalf in respect of all or part of my/our units, as the case requires, in the Fund.

\* Disregard if not applicable.

**\*Terms and conditions for collection of Tax File Numbers (TFN) and Australian Business Numbers (ABN)**

Collection of TFN and ABN information is authorised and its use and disclosure strictly regulated by tax laws and the Privacy Act. Investors must only provide an ABN instead of a TFN when the investment is made in the course of their enterprise. You are not obliged to provide either your TFN or ABN, but if you do not provide either or claim an exemption, we are required to deduct tax from your distribution at the highest marginal tax rate plus Medicare levy to meet Australian taxation law requirements.

For more information about the use of TFNs for investments, contact the enquiries section of your local branch of the ATO. Once provided, your TFN will be applied automatically to any future investments in the Fund where formal application procedures are not required (e.g. distribution reinvestments), unless you indicate, at any time, that you do not wish to quote a TFN for a particular investment. Exempt investors should attach a copy of the certificate of exemption. For super funds or trusts list only the applicable ABN or TFN for the super fund or trust.

**When you sign this Application Form you declare that you have read, agree to and make the declarations above**

**Investor 1**

Name of individual/entity

Capacity (e.g. Director, Secretary, Authorised signatory)

Signature

Date

Company Seal (if applicable)

**Investor 2**

Name of individual/entity

Capacity (e.g. Director, Secretary, Authorised signatory)

Signature

Date

## SECTION 9 – AML/CTF IDENTITY VERIFICATION REQUIREMENTS

The AML/CTF Act requires the Responsible Entity to adopt and maintain an Anti-Money Laundering and Counter-Terrorism Financing (AML/CTF) Program. The AML/CTF Program includes ongoing customer due diligence, which may require the Responsible Entity to collect further information.

- Identification documentation provided must be in the name of the investor.
- Non-English language documents must be translated by an accredited translator. Provide both the foreign language document and the accredited English translation.
- Applications made without providing this information cannot be processed until all the necessary information has been provided.
- If you are unable to provide the identification documents described please contact the Responsible Entity by calling us on +61 3 9649 0910 or via email on NBAusOps@nb.com

**These documents should be provided as an original or a CERTIFIED COPY of the original.**

### Who can certify?

Below is an example of who can certify proof of ID documents under the AML/CTF requirements:

- Bailiff
- Bank officer with 5 or more years of continuous service
- Building society officer with 5 or more years of continuous service
- Chiropractor (licensed or registered)
- Clerk of court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Dentist (licensed or registered)
- Fellow of the National Tax Accountant's Association
- Finance company officer with 5 or more years of continuous service
- Judge of a court
- Justice of the peace
- Legal practitioner (licensed or registered)
- Magistrate
- Marriage celebrant licensed or registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961
- Master of a court
- Medical practitioner (licensed or registered)
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants
- Member of the Australian Defence Force with 5 or more years of continuous service
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants
- Member of the Parliament of the Commonwealth, a State, a Territory Legislature, or a local government authority of a State or Territory
- Minister of religion licensed or registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- Nurse (licensed or registered)
- Optometrist (licensed or registered)
- Permanent employee of Commonwealth, State or local government authority with at least 5 or more years of continuous service.
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service
- Pharmacist (licensed or registered)
- Physiotherapist (licensed or registered)
- Police officer
- Psychologist (licensed or registered)
- Registrar, or Deputy Registrar, of a court
- Sheriff
- Teacher employed on a full-time basis at a school or tertiary education institution
- Veterinary surgeon (licensed or registered)

### When certifying documents, the following process must be followed:

- All copied pages of original proof of ID documents must be certified and the certification must not be older than 2 years.
- The authorised individual must ensure that the original and the copy are identical; then write or stamp on the copied document "certified true copy". This must be followed by the date and signature, printed name and qualification of the authorised individual.
- In cases where an extract of a document is photocopied to verify customer ID, the authorised individual should write or stamp "certified true extract".

## GROUP A – Individuals/Joint

Each individual investor, individual trustee, beneficial owner, or individual agent or authorised representative must provide one of the following primary photographic ID:

- A current Australian driver's licence (or foreign equivalent) that includes a photo and signature.
- An Australian passport (not expired more than 2 years previously).
- A foreign passport or international travel document (must not be expired)
- An identity card issued by a State or Territory Government that includes a photo.

If you do NOT own one of the above ID documents, please provide one valid option from Column A and one valid option from Column B.

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### Column A

- Australian birth certificate.
- Australian citizenship certificate.
- Pension card issued by Department of Human Services.

### Column B

- A document issued by the Commonwealth or a State or Territory within the preceding 12 months that records the provision of financial benefits to the individual and which contains the individual's name and residential address.
  - A document issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by the individual to the Commonwealth (or by the Commonwealth to the individual), which contains the individual's name and residential address. Block out the TFN before scanning, copying or storing this document.
  - A document issued by a local government body or utilities provider within the preceding 3 months which records the provision of services to that address or to that person (the document must contain the individual's name and residential address).
  - If under the age of 18, a notice that: was issued to the individual by a school principal within the preceding 3 months; and contains the name and residential address; and records the period of time that the individual attended that school.
-

## GROUP B – Companies

For Australian Registered Companies, provide one of the following (must clearly show the Company's full name, type (private or public) and ACN):

- A certified copy of the company's Certificate of Registration or incorporation issued by ASIC.
- A copy of information regarding the company's licence or other information held by the relevant Commonwealth, State or Territory regulatory body e.g. AFSL, RSE, ACL etc.
- A full company search issued in the previous 3 months or the company's last annual statement issued by ASIC.
- If the company is listed on an Australian securities exchange, provide details of the exchange and the ticker (issuer) code.
- If the company is a majority owned subsidiary of a company listed on an Australian securities exchange, provide details of the holding company name, its registration number e.g. ACN, the securities exchange and the ticker (issuer) code.

All of the above must clearly show the company's full name, its type (i.e. public or private) and the ACN issued by ASIC.

For Foreign Companies, provide one of the following:

- A certified copy of the company's Certificate of Registration or incorporation issued by the foreign jurisdiction(s) in which the company was incorporated, established or formed.
- A certified copy of the company's articles of association or constitution.
- A copy of a company search on the ASIC database or relevant foreign registration body.
- A copy of the last annual statement issued by the company regulator.

All of the above must clearly show the company's full name, its type (i.e. public or private) and the ARBN issued by ASIC, or the identification number issued to the company by the foreign regulator.

**In addition, please provide verification documents for each beneficial owner or controlling person (senior managing official and shareholder) as listed under Group A.**

A beneficial owner of a company is any person entitled (either directly or indirectly) to exercise 25% or more of the voting rights, including a power of veto, or who holds the position of senior managing official (or equivalent) and is thus the controlling person.



## GROUP C – Trusts

For a Registered Managed Investment Scheme, Government Superannuation Fund or a trust registered with the Australian Charities and Not-for-Profit Commission (ACNC), or a regulated, complying Superannuation Fund, retirement or pension fund (including a self-managed super fund), provide one of the following:

- A copy of the company search of the relevant regulator's website e.g. APRA, ASIC or ATO.
- A copy or relevant extract of the legislation establishing the government superannuation fund sourced from a government website.
- A copy from the ACNC of information registered about the trust as a charity
- Annual report or audited financial statements.
- A certified copy of a notice issued by the ATO within the previous 12 months.
- A certified copy of an extract of the Trust Deed (i.e. cover page and signing page and first two pages that describes the trust, its purpose, appointer details and settlor details etc.)

For all other Unregulated trust (including a Foreign trust), provide the following:

- A certified copy of an extract of the Trust Deed (i.e. cover page and signing page and first two pages that describes the trust, its purpose, appointer details and settlor details etc.)

**If the trustee is an individual, please also provide verification documents for one trustee as listed under Group A.**

**If the trustee is a company, please also provide verification documents for a company as listed under Group B.**

## GROUP D – Authorised Representatives and Agents

In addition to the above entity groups:

- If you are an **Individual Authorised Representative or Agent** – please also provide the identification documents listed under Group A.
- If you are a **Corporate Authorised Representative or Agent** – please also provide the identification documents listed under Group B.

All Authorised Representatives and Agents must also provide a certified copy of their authority to act for the investor e.g. the POA, guardianship order, Executor or Administrator of a deceased estate, authority granted to a bankruptcy trustee, authority granted to the State or Public Trustee etc.

## Section 10 – Glossary

Custodian – means a company that:

- a) is acting in the capacity of a trustee; and
- b) is providing a custodial or depository service of the kind described in item 46 of table 1 in subsection 6(2) of the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act); and
- c) either:
  - i. holds an Australian financial services licence authorising it to provide custodial or depository services under the Corporations Act 2001; or
  - ii. is exempt under the Corporations Act 2001 from the requirement to hold such a licence; and
- d) either:
  - i. satisfies one of the ‘geographical link’ tests in subsection 6(6) of the AML/CTF Act; or
  - ii. has certified in writing to the relevant reporting entity that its name and enrolment details are entered on the Reporting Entities Roll; and
- e) has certified in writing to the relevant reporting entity that it has carried out all applicable customer identification procedures and ongoing customer due diligence requirements in accordance with Chapter 15 of the AML/CTF Rules in relation to its underlying customers prior to, or at the time of, becoming a customer of the reporting entity.