

CFS Edge

Change of adviser form

SAVE FORM

PRINT FORM

This form can be used to appoint a new adviser to your CFS Edge account(s).

Mark appropriate answer boxes with a cross like the following . Start at the left of each answer space and leave a gap between words. All fields marked with an asterisk (*) are mandatory and are required for us to complete your request.

Please upload the completed form to the Document Library via our online portal.
Telephone (for assistance) 1300 769 619

SECTION 1 ADVISER DETAILS

Before we can appoint a new adviser, the adviser must be registered with CFS Edge (the Service). To register, advisers will need to contact CFS Edge Service and Support on 1300 769 619.

*Adviser name

*Adviser email address

SECTION 2 ACCOUNT DETAILS

All existing adviser service fees will be cancelled when we change your adviser. If a new adviser service fee arrangement is required, you and your adviser can establish this together online.

Changing your adviser may result in changes to your family billing group (if applicable) which may affect your existing fee aggregation and potentially any fee reductions offered to your current Licensee group. This could lead to an increase in the net Administration fee you'll pay. Please refer to the Product Disclosure Statement (PDS) or Investor Directed Portfolio Service (IDPS) Guide for more information.

*Account number

*Account name

Account number

Account name

Account number

Account name

Account number

Account name

If more than four accounts are to be changed, please provide additional account instructions on a separate page.

SECTION 3 CLIENT(S) DECLARATION/SIGNATURE

I/We understand that by signing this form I/we are authorising the adviser named above to act on my/our behalf, and provide investment instructions for me/us as detailed in the offer documents for the Service.

Note: All account signatories are required to sign, provide their name, and date this section.

Account Signatory 1 signature

Name

Date

Account Signatory 2 signature

Name

Date

SECTION 3 CLIENT(S) DECLARATION/SIGNATURE

Account Signatory 3 signature

Name

Date

Account Signatory 4 signature

Name

Date

SECTION 4 ADVISER SIGNATURE

By signing this 'Change of adviser form', you as the client's adviser will be deemed to have made the following declarations and representations in Section 5.

Adviser signature

Name

Date

SECTION 5 ADVISER DECLARATION

You confirm you will:

- a hold all licences and/or authorities which are required under the *Corporations Act 2001* (Cth) to provide advice in relation to the Service, to arrange the issue of interests in the Service, and to do all things contemplated by the offer document;
- b confirm with the client that they have received the offer document for the Service and disclosure documents for each product and investment held;
- c provide the client with all information and advice necessary for the client to understand the nature and risks of an investment in or through the Service, and the impact of the offer document, the Trust Deed and/or Deed Poll and the investor declarations and representations set out above;
- d make due enquiry into your client's financial situation, investment needs, goals and objectives, and have formulated the investment strategy recommendation, including any change to the client's investment strategy in accordance with this;
- e recommend investments that produce an asset allocation and risk profile consistent with your client's selected investment strategy;
- f obtain instructions from the client, and provide the client with all information necessary to outline the nature and risks of making any investment transaction (including a switch) through the Service, before instructing us to make an investment transaction (including a switch) in respect of your client's account. This includes obtaining appropriate authority to place transactions and/or re-align investments under a manual or automatic model portfolio rebalance;
- g ensure that you perform the following checks when contacting your broker if you do not use the standard Trustee/Operator approved broker when placing a trade:
 - i client's platform account number (all trades)
 - ii there are available funds (for buys)
 - iii the security is on the Investment list (for buys)
 - iv available listed securities balance (for sells)
- h acknowledge and agree that you will provide us with any additional information we may request from time to time about your client, for anti money laundering and counter terrorism financing purposes;
- i provide clear and legible instructions to us by a means acceptable to us;
- j indemnify us in respect of any losses or liabilities arising as a result of our reliance on those instructions or any of the representations and declarations in this section being breached or being shown on the balance of probabilities to be untrue, incorrect or misleading on any one or more occasions;
- k disclose all fees, charges and remuneration payable in respect of the Service; and
- l not calculate the adviser fees on or by reference to any money borrowed, used or to be used by the client to invest in this product or any other financial product to your knowledge.