

# Maple-Brown Abbott Australian Equity Trust

ARSN 091 136 266 | APIR MPL0002AU

## Product Disclosure Statement (PDS) dated 31 January 2024

This PDS is issued by Maple-Brown Abbott Limited ABN 73 001 208 564 AFSL 237296 (**Responsible Entity, Maple-Brown Abbott, our, us, we**) as responsible entity of the Maple-Brown Abbott Australian Equity Trust (**Fund**).

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# **Responsible Entity**

# **Maple-Brown Abbott Limited**

ABN 73 001 208 564 | AFSL 237296

maple-brownabbott.com

# **Client Services**

# **Maple-Brown Abbott Client Services**

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# Important information

This PDS is a summary of significant information about the Fund and refers to important information contained in the Additional Information Booklet for the Fund (AIB), which is available at <a href="maple-brownabbott.com/document-library">maple-brownabbott.com/document-library</a>. The AIB forms part of this PDS and you should read and consider the documents together before making a decision about the Fund. The information in this PDS is general information only and does not take into account your personal financial situation, objectives or needs. You should obtain financial advice tailored to your personal circumstances.

The information in this PDS is current as at the issue date and may change from time to time. Where a change to this information is materially adverse to unitholders, we will issue a new PDS. Where changes are not materially adverse, those updates will be available at <a href="mailto:maple-brownabbott.com/australian-equity-trust">maple-brownabbott.com/australian-equity-trust</a>. A paper copy of this PDS and AIB and any updated information can be provided free of charge by contacting Client Services.

This PDS does not constitute an offer in any jurisdiction other than Australia, or to anyone to whom it would not be lawful to make such an offer. A Business Day (**Business Day**) means any day other than a Saturday, Sunday or public holiday on which the banks in NSW are generally open for business. Unless otherwise stated, in this PDS all monetary amounts referred to are in Australian dollars, all phone numbers are Australian numbers and all times are Sydney time.



# 1 About Maple-Brown Abbott Limited

Maple-Brown Abbott is the Responsible Entity of the Fund and the issuer of this PDS.

Maple-Brown Abbott is an investment manager focusing on active management of differentiated listed equity strategies, with a global client base. We are one of Australia's first boutique investment managers, having been established nearly 40 years ago. We remain privately owned with a focus on maintaining the integrity, ethical standards and culture that are the foundations of the firm. We strive to provide superior investment returns over the long-term through active management, to deliver the highest level of service to our clients and to ensure our interests are strongly aligned with our clients.

We have a long history of deep environmental, social and governance (**ESG**) integration which is core to each of our strategies. We were one of the earliest investment managers in Australia to sign up to the United Nations-supported Principles for Responsible Investment (**PRI**) and continue to collaborate and advocate for outcomes we believe are in the best interest of our clients.

As the Responsible Entity, we are responsible for operating the Fund and ensuring compliance with the Fund's Constitution (**Constitution**) and relevant legislation as well as establishing, implementing and monitoring the Fund's investment objective and strategy. We have the power to delegate certain duties and appoint other entities to perform tasks and provide services to the Fund in accordance with the Constitution and the Corporations Act 2001 (Cth) (**Corporations Act**). We have appointed The Northern Trust Company as the custodian and administrator for the Fund (**Custodian and Administrator**).

# 2 How the Maple-Brown Abbott Australian Equity Trust works

The Fund is a registered managed investment scheme. This means your money is pooled together with monies from other unitholders. This pool is used to buy investments that are managed on behalf of all unitholders in the Fund. When you invest in the Fund, you are issued units in the Fund rather than directly receiving an interest in the assets of the Fund. Your units will represent the value of your interest in the Fund. The number of units you receive is dependent on the amount of money you invest and the applicable unit price. You can increase your unitholding by making additional applications or reinvesting distributions, or decrease your unitholding by making withdrawals.

Certain rights are attached to units and these rights are exercisable by the person who owns them (referred to as **you**, **investor**, **unitholder** or **member** in this PDS).

### **Unit prices**

The unit price is generally calculated for each Business Day based on the net asset value of the Fund divided by the number of units on issue in the Fund. Application and withdrawal prices are then calculated by applying a buy or sell spread to the unit price. The buy/sell spread is an estimate of the costs of buying and selling the underlying assets of the Fund as a result of applications or withdrawals in the Fund. Unit prices will vary as the market value of the assets in the Fund rise or fall.

Unit prices are available at <a href="maple-brownabbott.com/funds">maple-brownabbott.com/funds</a>. Any discretion used in determining unit prices is done so in line with our Unit Pricing Discretions Policy. A copy of this policy can be provided free of charge by contacting Client Services.

### **Applications and withdrawals**

Refer to **section 6 'How to apply, withdraw or transfer'** in the AIB for details on how to make an initial or additional application or withdrawal. All our forms are available at <a href="maple-brownabbott.com/document-library">maple-brownabbott.com/document-library</a> or by contacting Client Services.

We can vary or waive the minimum application, withdrawal or balance amounts at any time, and we may decline an application for units in the Fund without giving a reason.

### **Applications**

Minimum initial application amount	Minimum additional application amount	• •
\$500,000	\$10,000	2pm on any Business Day

Generally, applications are only processed and units in the Fund will only be issued following acceptance of a valid form including investor identification documents and your application money in cleared funds. Application monies are held in a non-interest-bearing bank account until units are issued.

Except in special circumstances, valid applications received by Client Services:

- before 2pm on any Business Day will be processed using the application price next calculated for that Business Day
- after 2pm on any Business Day or a non-Business Day will be processed using the application price calculated for the next Business Day.

#### Withdrawals

Minimum withdrawal amount	Minimum balance amount <sup>1</sup>	Withdrawal cut-off time
\$10,000	\$500,000	2pm on any Business Day

1 If we receive a valid withdrawal request from you that will leave you holding less than the minimum balance, we may compulsorily withdraw your remaining unitholding in the Fund and pay the balance to you.

Withdrawals are only processed following the acceptance of a valid Withdrawal Form

Except in special circumstances, valid withdrawals received by Client Services:

- before 2pm on any Business Day will be processed using the withdrawal price next calculated for that Business Day
- after 2pm on any Business Day or on a non-Business Day will be processed using the withdrawal price calculated for the next Business Day.



In certain circumstances such as withdrawals of larger amounts or when there is a freeze on withdrawals, we may not be able to process withdrawals within the usual period.

You will generally receive your withdrawal amount within two Business Days of processing. In certain circumstances such as during distribution processing periods, payment of your withdrawal may be delayed. Withdrawal proceeds are paid into your nominated Australian bank account, which must be in the name of your investment account. We cannot pay withdrawal proceeds to a third party.

## Suspension on applications and withdrawals

We may suspend applications and withdrawals in circumstances specified in the Constitution, including when we consider it to be in the best interests of investors, when financial markets are closed or their operation is significantly impacted or if there is a large withdrawal requested.

If you lodge an application or withdrawal during a suspension period, we will process it as if it was lodged immediately after the end of the suspension period.

#### Distributions

We intend to pay distributions quarterly, though there may be periods where no distributions are made, or we may make interim distributions. We do not guarantee any particular level of distribution.

Your share of any distributions will be based on the units that you hold on the last day of the relevant distribution period. We expect to distribute amounts comprising of dividends, interest, net capital gains and other income derived by the Fund, less fees and expenses. However, we may distribute capital in addition to, or instead of, distributing income amounts.

Distributions are automatically reinvested unless you nominate to have your distribution paid into your nominated bank account. If your distributions are reinvested, your distribution will be reinvested on the first day after each distribution period. The reinvestment price will be determined at the beginning of the reinvestment day based on the net asset value per unit from the last day of the distribution period, adjusted to exclude the income due to be distributed. No buy spread will be charged on reinvestments. Unit prices generally fall at the end of the distribution period, reflecting the distribution.

If your distributions are paid out in cash, payments are generally paid within seven Business Days after the end of the distribution period.

You can change your distribution option by completing all relevant section of the Change of Details Form available at <a href="maple-brownabbott.com/">maple-brownabbott.com/</a> document-library and returning it to Client Services by mail or email. We need notification at least 10 Business Days before the end of a distribution period for the change to be effective for that distribution.

You should read the important information about taxation and applications and withdrawals before making a decision. Go to section 5 'How managed investment schemes are taxed' and section 6 'How to apply, withdraw or transfer' in the AIB located at maple-brownabbott.com/document-library. This information may change between the time you read this PDS and the day you acquire units.

# 3 Benefits of investing in the Maple-Brown Abbott Australian Equity Trust

#### Significant features and benefits

Investing in the Fund offers a range of features and benefits, including:

- Investment growth and income potential for long-term capital growth and quarterly distributions
- Diversified portfolio we select stocks where we have the highest conviction from across the universe of Australian equities. We typically hold 25–40 stocks
- Tax-effective income potential to benefit from franked dividends and low portfolio turnover
- Fundamental research we conduct quantitative and qualitative analysis on companies, including financial forecasts, management quality, industry structure and ESG factors, to assess their intrinsic value and purchase them at a discount to our assessment of their long-term value
- Investment expertise the Fund is managed by our dedicated and well-resourced team specialising in Australian equities, who can access opportunities and manage risks as a dedicated investment manager.



# 4 Risks of managed investment schemes

All investments carry risk. Different strategies may carry different levels of risk, depending on the assets that make up the strategy. Assets with the highest long-term returns may also carry the highest level of short-term risk.

There are significant risks associated with managed investment schemes generally. When you make an investment, you are accepting the risks of that investment. It is important to understand these risks before deciding to invest. Your appetite for risk will depend on a range of factors, including your age, investment timeframe, other investments you hold and your risk tolerance.

The value of your investment and level of returns will vary over time. Past performance is not an indicator of future performance, returns are not guaranteed and you may lose money on your investment. Laws affecting managed investment schemes (such as the Fund) may change over time.

We do not guarantee that the investment objective will be achieved, that you will earn any return on your investment or that your investment will gain in value or retain its value.

The significant risks of investing in the Fund include:

Risk	Description of risk			
Market risk	The risk that the market price of the Fund's assets may fluctuate as a result of factors such as economic conditions, interest rates, sentiment and geopolitical events as well as environmental, regulatory and social changes. These fluctuations may affect the value of the investments in the Fund which may impact the unit price of the Fund.			
Active management risk	The risk that the Fund's performance may deviate significantly from the performance of any benchmark due to our active management. The Fund will be exposed to a smaller range of securities than are in a broad benchmark and therefore the Fund's unit price is more sensitive to fluctuations in the share prices of those securities. This may result in a significant variance between the Fund's performance and the performance of any benchmark.			
Investment manager risk	The risk that we will not achieve the Fund's stated investment objective or deliver returns that compare favourably to other investment managers in the same asset class. Many factors can negatively impact our ability to generate acceptable returns, such as a change in our investment professionals.			
Company and sector specific risk	The risk that factors specific to a particular company or sector may cause a company or sector to perform adversely. Such factors include changes in management, actions of competitors and regulators, changes in technology, cyber security and market trends. Where the Fund has exposure to a company or sector negatively impacted by one of these factors, it may reduce the unit price of the Fund.			
Distribution risk	The risk that unexpected or adverse changes in market or economic conditions may result in fluctuations in the distributions you receive. In some circumstances the Fund may not pay a distribution.			
Liquidity risk	The risk that an asset may not be able to be sold in a timely manner or at what we consider to be a fair price. This may potentially result in delays in processing a withdrawal or the suspension of withdrawals.			
Fund risk	The risk that changes to the Fund, such as termination, a change in the fees and expenses or a change in tax status of the Fund or a change in government policies and regulations can have a negative impact on your potential investment return.			
Counterparty risk	The risk that counterparties involved in the operations of the Fund, such as brokers, derivative counterparties or custodians, may fail to perform or meet their contractual obligations, either in whole or part, resulting in losses to the Fund.			



#### 5 How we invest your money

Warning: You should consider the likely investment return, risk level, your personal circumstances and your investment timeframe when making an investment decision.

#### **Maple-Brown Abbott Australian Equity Trust**

	The Fund sime +	to outporform the SCD/ASV 700 Total Deturn Index (Panchmark) after fees over a	four waar paried	
Investment objective	The Fund aims to outperform the S&P/ASX 300 Total Return Index ( <b>Benchmark</b> ), after fees, over a four-year period.			
Investment strategy	The Fund is invested in companies listed (or expected to be listed) on an Australian securities exchange and is actively managed.			
	process designe use several valua undertakes deta	d investment philosophy underlies our approach to stock selection, driven by our be ad to maximise the opportunities to deliver income and long-term capital growth to ation screens to rank our investment universe and generate stock ideas. Our exper siled quantitative and qualitative analysis to identify companies that are trading at a heir underlying value.	o our clients. We rienced team then	
	The Fund provides exposure to a diversified portfolio of our highest conviction opportunities which we expect to deliver strong risk-adjusted returns over the long-term. We aim to invest across a broad universe of Australian companies and will typically hold 25–40 stocks.			
Asset allocation ranges <sup>1,2</sup>		Minimum %	Maximum %	
· angeo	Australian equ	uities 90	100	
	Cash	0	10	
Investment guidelines <sup>1</sup>	Equities	Equity exposure may be to companies listed (or expected to be listed within th date of investment) on an Australian securities exchange.	iree months from the	
		Exposure to a single company should not be greater than 5% above its weighting	ng in the Benchmark.	
		Exposure to other funds we manage should not be greater than 5% of the Fund's market value.		
	Cash	Cash exposure may be to cash and cash equivalents including at call cash accobank bills and cash exchange traded funds.		
	Cash Derivatives <sup>3</sup>	Cash exposure may be to cash and cash equivalents including at call cash acco	ounts, term deposits,	
ethical and governance considerations and	Derivatives <sup>3</sup> We believe that approach to invedesigned to high considerations in	Cash exposure may be to cash and cash equivalents including at call cash accordance bank bills and cash exchange traded funds.  Derivative usage may be direct or indirect, is infrequent and limited to index fut cashflows into and out of the Fund.  a holistic view of investments including consideration of ESG factors will promote esting with better return outcomes for our investors. We are a signatory to the PRI hlight the financial relevance of ESG issues. We take labour standards, environmento account when conducting detailed industry and company research. These fact retaining or realising investments to the extent that such considerations may have	tures to manage  a well- rounded I, a set of principles ntal, social and ethical tors are considered	
ethical and governance considerations and labour standards	Derivatives <sup>3</sup> We believe that approach to invedesigned to high considerations in when selecting,	Cash exposure may be to cash and cash equivalents including at call cash accordance bank bills and cash exchange traded funds.  Derivative usage may be direct or indirect, is infrequent and limited to index fut cashflows into and out of the Fund.  a holistic view of investments including consideration of ESG factors will promote esting with better return outcomes for our investors. We are a signatory to the PRI hlight the financial relevance of ESG issues. We take labour standards, environmento account when conducting detailed industry and company research. These fact retaining or realising investments to the extent that such considerations may have	tures to manage  a well- rounded I, a set of principles ntal, social and ethical tors are considered	
Environmental, social, ethical and governance considerations and labour standards Risk level	Derivatives <sup>3</sup> We believe that approach to invedesigned to high considerations in when selecting, on investments.  High  The Fund is likely the investor has with the risks as	Cash exposure may be to cash and cash equivalents including at call cash accordance bank bills and cash exchange traded funds.  Derivative usage may be direct or indirect, is infrequent and limited to index fut cashflows into and out of the Fund.  a holistic view of investments including consideration of ESG factors will promote esting with better return outcomes for our investors. We are a signatory to the PRI hlight the financial relevance of ESG issues. We take labour standards, environmento account when conducting detailed industry and company research. These fact retaining or realising investments to the extent that such considerations may have	tures to manage  a well- rounded  l, a set of principles  ntal, social and ethical  tors are considered  e a financial effect  with and income where  nd is comfortable etermination available	

- Should the Fund move outside of the asset allocation ranges or the investment guidelines, the Fund will be rebalanced within a reasonable
- Although we have the power to borrow on behalf of the Fund, it is not our intention to do so.
- Derivatives are not used to move outside of the stated asset allocation ranges or to leverage the Fund. Derivatives are accounted for on a full exposure basis. This is a guide only and not a recommendation. You should determine whether the Fund is suitable for you.

You should read the important information about our investment philosophy and process, our environmental, social, ethical and governance considerations and labour standards before making a decision. Go to section 2 'Investment philosophy and approach' and section 3 'Environmental, social, ethical and governance considerations and labour standards' in the AIB located at maple-brownabbott.com/documentlibrary. This information may change between the time you read this PDS and the day you acquire the units.



## 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)** website (<a href="https://www.moneysmart.gov.au">www.moneysmart.gov.au</a>) has a managed funds fee calculator to help you check out different fee options.

#### Fees and costs summary

The fees and costs may be paid directly from your account or deducted from your investment returns. You can use this fees and costs summary to compare costs of this product with other simple managed investment scheme products.

## **Maple-Brown Abbott Australian Equity Trust**

Type of fee or cost	Amount	How and when paid
Ongoing annual fees and costs		
Management fees and costs  The fees and costs for managing your investment	0.39% per annum of the net asset value of the Fund <sup>12</sup>	The management fees and costs are accrued daily. They are reflected in the unit price and deducted from the Fund monthly, or deducted directly from the Fund when incurred, depending on the nature of the fee/cost. Refer to the 'additional explanation of fees and costs' section below.
Performance fees	Not applicable	Not applicable
Amounts deducted from your investment in relation to the performance of the product		
Transaction costs The costs incurred by the scheme when buying or selling assets	0.07% of the net asset value of the Fund <sup>2</sup>	The transaction costs are recovered from the assets of the Fund as and when incurred, reflected in the Fund's unit price and are not fees paid to us.
Member activity related fees and costs (fees for services or when your money moves in or out of the scheme)		
Establishment fee	Not applicable	Not applicable
The fee to open your investment		
Contribution fee	Not applicable	Not applicable
The fee on each amount contributed to your investment		
Buy/sell spread  An amount deducted from your investment representing costs incurred in transactions by the scheme	0.19%/0.19%	A buy spread may be charged to you when entering the Fund (when an application is unitised) and a sell spread may be charged to you when exiting the Fund (when a withdrawal is unitised).
Withdrawal fee	Not applicable	Not applicable
The fee on each amount you take out of your investment		
Exit fee	Not applicable	Not applicable
The fee to close your investment		
Switching fee	Not applicable	Not applicable
The fee for changing investment options		

<sup>1</sup> We may negotiate rebates of our management fees with wholesale clients, as defined in the Corporations Act. For additional information, refer to section 4 'Fees' in the AIB.

<sup>2</sup> The Fund's net asset value is the gross value of the assets less any liabilities (excluding unitholder liabilities).



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

This table gives an example of how ongoing annual fees and costs of the Fund can affect your investment over a one-year period. You should use this table to compare this product with other products offered by managed investment schemes.

Australian Equity Trust		Balance of \$550,000 with a contribution of \$5,000 during the year <sup>1</sup>
Contribution fees	Nil	For every additional \$5,000 you put in you'll be charged \$0.
PLUS		And, for every \$550,000 you have in the Fund, you will be charged or have deducted from
Management fees and costs	0.39%	your investment \$2,145 each year.
PLUS Performance fees	Nil	And, you will be charged or have deducted from your investment \$0 in performance fees
		each year.
PLUS Transaction costs	0.07%	And, you will be charged or have deducted from your investment \$385 in transaction costs.
EQUALS		
Cost of Maple-Brown Abbott Australian		If you had an investment of \$550,000 at the beginning of the year and you put in an
Equity Trust		additional \$5,000 during that year, you would be charged fees and costs of:
		\$2,530
		What it costs you will depend on the fees you negotiate.

This example assumes the \$5,000 contribution occurs on the last Business Day of that year and that the value of the investment is otherwise consistent and therefore the fees and costs are calculated using the \$550,000 balance only.

# Additional explanation of fees and costs

#### Management fees and costs

The management fees and costs for the Fund are described below, and do not include transaction costs incurred when buying and selling the Fund's assets.

- Management fee: the management fee is the fee we charge for managing the assets and overseeing the operations of the Fund. The management fee is currently 0.38% per annum (inclusive of GST less reduced input tax credits) of the net asset value of the Fund. The management fee is accrued daily (reflected in the unit price) and deducted monthly from the Fund.
- **Indirect costs:** indirect costs are any amounts reflected in the value of the Fund's investments that we know or estimate have reduced or will reduce the Fund's return. The indirect costs for the year ended 30 June 2023 were 0.00%. Indirect costs may vary each year.
- Recoverable expenses: the Constitution allows us to be reimbursed for expenses incurred in the proper performance of the Fund's day to day operations (such as custody charges, administration and accounting costs, registry fees, audit and tax fees and unitholder reporting expenses). The recoverable expenses for the year ended 30 June 2023 were 0.01% of the net asset value of the Fund. The recoverable expenses are accrued daily (reflected in the unit price) and deducted directly from the Fund as and when incurred. Recoverable expenses may vary each year.

## Buy/sell spread

The buy/sell spread is not a fee paid to us, rather it is paid to the Fund to cover transactional costs incurred when applications and withdrawals are made. The purpose of the buy/sell spread is to ensure only those unitholders transacting in the Fund's units at a particular time bear the Fund's cost of buying and selling the Fund's assets as a consequence of their transaction. We also have the discretion under the Constitution to waive some or all of the buy/ sell spread, such as if an application or withdrawal is to be satisfied by an in-specie transfer.

As at the date of this PDS, the Fund charges 0.19% for the buy spread and 0.19% for the sell spread. This means the application price is the net asset value per unit plus 0.19% and the withdrawal price is the net asset value per unit less 0.19%. In dollar terms, the allowance for transactional costs for an application of \$5,000 and a withdrawal of \$5,000 is \$9.50 in each case. The buy/sell spread may change if transactional costs change and we will not ordinarily provide prior notice to unitholders. All current buy/sell spreads are available at <a href="maple-brownabbott.com/australian-equity-trust">maple-brownabbott.com/australian-equity-trust</a>.

# **Transaction costs**

Transaction costs are the costs associated with buying and selling the Fund's assets and include costs such as brokerage and clearing costs being applied when assets are bought and sold. These costs are not included in the management fees and costs and are deducted from the Fund when incurred, and therefore an additional cost to you when they have not already been recovered by the buy/sell spread charged by us.

The transaction costs shown in the Fees and costs summary above are net of any amount recovered by the buy/sell spread (described above) charged by us. The total gross transaction costs were 0.09% of the net asset value of the Fund for the year ended 30 June 2023. Transaction costs may vary each year.



#### Fee changes

We have the right to change the Fund's fees, provided you have been given at least 30 days prior written notice of any increases and subject to any limits in the Fund's Constitution.



You should read the important information on fees and costs before making a decision. Go to **section 4 'Fees'** in the AIB located at <u>maple-brownabbott.com/document-library</u>. This information may change between the time you read this PDS and the day you acquire the units.

# 7 How managed investment schemes are taxed

Warning: Investing in a registered managed investment scheme is likely to have tax consequences and you are strongly advised to seek professional tax advice about your specific circumstances.

Managed investment schemes are generally not required to pay tax on behalf of Australian residents. The Fund has elected for the Attribution Managed Investment Trust (AMIT) regime to apply. This means that the Fund is required to determine certain component amounts (including assessable income and tax offsets) each financial year. On the basis that unitholders are allocated (which is referred to in the AMIT regime as the making of an "attribution") all of the taxable components of the Fund, the Fund itself should not be liable for income tax. Attribution must be made on a fair and reasonable basis and generally will be made proportionately based on the number of units held by each unitholder in the Fund. Each unitholder that is an Australian resident for income tax purposes will be assessed for tax on their share of the taxable components of the Fund attributed to them.

To limit possible adverse financial or tax implications for remaining unitholders following any large withdrawal from the Fund, we may attribute to a withdrawing member the net realised capital gains arising from the sale of assets to meet the withdrawal and/or a proportion of the other assessable components derived to that time (with a corresponding decrease in the amount advised as proceeds relating to the withdrawal).

You should read the important information on taxation before making a decision. Go to section 5 'How managed investment schemes are taxed' in the AIB located at maple-brownabbott.com/document-library. This information may change between the time you read this PDS and the day you acquire the units.

## 8 How to apply

To make your initial application in the Fund:

- 1 read and consider the PDS and AIB together before making a decision about the Fund
- 2 complete the online application or the paper Application Form, and
- 3 transfer the application funds.

Refer to **section 6 'How to apply, withdraw or transfer'** in the AIB for further details on how to make an initial application in the Fund including payment options.

All our forms are available at <u>maple-brownabbott.com/document-library</u> or by contacting Client Services. The online application is available at <u>maple-brownabbott.com/investing-with-us</u> for certain entity types.<sup>1</sup>

## **Enquiries and complaints**

We are committed to providing you with a high level of service.

If you have an enquiry or you require further information about your investment in the Fund, contact Client Services.

We have a formal complaint handling process in place. If you have any concerns or complaints, you can contact our Complaints Officer on +61 2 8226 6200 or by emailing <a href="mailto:invest@maple-brownabbott.com">invest@maple-brownabbott.com</a>. We will generally acknowledge receipt of your complaint within one Business Day or as soon as possible after receiving the complaint. For standard complaints our response will be no later than 30 days after receipt of the complaint. If your complaint is complex, we will let you know if a different maximum response timeframe applies. If you believe your matter has not been dealt with satisfactorily, you can refer the matter to the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. You can contact AFCA on 1800 931 678, by writing to AFCA at GPO Box 3, Melbourne VIC 3001 or by emailing <a href="mailto:info@afca.org.au">info@afca.org.au</a>.

<sup>1</sup> The online application form is available for Australian individuals, companies and trusts (including self-managed superannuation funds).
Other entity types and foreign individuals, companies and trusts must use the paper <u>Application Form</u>.