

# Change of details form

Please use **BLOCK LETTERS** and **black ink**.

Send your completed form to:

Australian Ethical Investment Ltd, Reply Paid 3993, Sydney, NSW, 2001.

## Step 1: Investor details

Investor number

Name investor 1

Name investor 2

Name investor 3

Full name of company/partnership/trustee/other entity

## Step 2: Change your contact details

### New contact details

Work phone number

Home phone number

Mobile phone number

Email

Street number and name

Suburb

State

Postcode

Country

## Step 2: Change your contact details continued

### Previous contact details

Work phone number

Home phone number

Mobile phone number

Email

Street number and name

Suburb

State

Postcode

Country

## Step 3: Change distribution income payments

### Payment of income

To have your distribution income re-invested as additional units select 'Re-invest'. To have your distribution income paid into your bank or credit union account select 'Direct deposit'.

Australian Ethical funds	Re-invest		Direct deposit
Income Fund	<input type="checkbox"/>	OR	<input type="checkbox"/>
Fixed Interest Fund	<input type="checkbox"/>		<input type="checkbox"/>
Balanced Fund	<input type="checkbox"/>		<input type="checkbox"/>
Advocacy Fund	<input type="checkbox"/>		<input type="checkbox"/>
Diversified Shares Fund	<input type="checkbox"/>		<input type="checkbox"/>
Australian Shares Fund	<input type="checkbox"/>		<input type="checkbox"/>
International Shares Fund	<input type="checkbox"/>		<input type="checkbox"/>
Emerging Companies Fund	<input type="checkbox"/>		<input type="checkbox"/>

Details of the Australian bank or credit union account where you would like your income paid.

Name of financial institution

Branch

BSB number



Account number

Account holder name

Account holder 2 name (if joint account)

**\*Note:** Please ensure that the bank account nominated is held in your name or in a joint account including your name.

### Step 3: Change distribution income payments continued

If you are a New Zealand investor, please complete these details.

Name of foreign bank

Name of Australian correspondent bank

Swift Code

Account name

Account number (including Bank ID code)

### Step 4: Change your regular investor plan

Australian Ethical Funds	Monthly regular investment (\$100 minimum) per Fund
Income Fund	\$
Fixed Interest Fund	\$
Balanced Fund	\$
Advocacy Fund	\$
Diversified Shares Fund	\$
Australian Shares Fund	\$
International Shares Fund	\$
Emerging Companies Fund	\$
<b>TOTAL</b>	\$

Provide details of the Australian bank or credit union account from which you authorise us to debit on-going regular investor payments.

Name of financial institution

Branch

BSB number

Account number

Account holder name

Account holder 2 name (if joint account)

**\*Note:** Please ensure that the bank account nominated is held in your name or in a joint account including your name.

#### Regular monthly investment

Nominate the month you wish your Regular Investor Plan to start:

The first debit will occur between the 15th and 20th of the month and at monthly intervals after that. Change the amount of your Regular Investor Plan direct debits:

New amount: \$

OR

Stop my Regular Investor Plan direct debits

(Please allow up to five working days for this stop instruction to take effect).

## Step 5: Change of communication preference

Please amend my existing communication preference to:  Email  Post

## Step 6: Change of name

Current name

Previous name

If you have changed your name you will need to complete this form and provide a certified copy of either a Marriage Certificate, Deed Poll or Change of Name Certificate from the Births, Deaths and Marriages Registration Office.

## Step 7: Change of company/trust or association name

Current name

Previous name

Where applicable provide either a certified copy of the Certificate of Incorporation or Change of Name of the company (or association) or a certified copy of the Trust Deed indicating the change of name.

Current signatories must sign this form. A new signatory list needs to be provided where authorised signatories change.

## Step 8: Change of signatory list

- Attach details of the current and new signatories on your organisation's letterhead. Current signatories must sign this form.
- Attach an originally certified copy of the Power of Attorney. The Power of Attorney must provide certified identification documents.

## Step 9: Adviser details

### Cancel your adviser

You will need to notify your adviser of this cancellation. Arrangements are between you and your adviser. Australian Ethical has no agency relationship with any broker and no broker or adviser acts under Australian Ethical's authority. Removing your adviser could impact the fees you pay.

Please remove my adviser from my investments with Australian Ethical

### Appoint a new adviser

Adviser name

Street number and name

Suburb

State

Postcode

Country

Phone number

Fax

Dealer group

Email address

Australian Ethical has no agency relationship with any broker or adviser and no broker or adviser acts under Australian Ethical's authority.

If you use a financial adviser, please have them sign and stamp this section. By stamping this application the financial adviser is confirming that they hold a current AFS Licence and are authorised to deal in and/or advise on managed investment products.

## Step 10: Adviser fees

### Adviser service fee

Fill in the adviser service fee to be paid to the adviser:

**Adviser service fee (annual % of total investment)**

Maximum 1% pa\*

%

\* 0% unless stated otherwise.

Adviser name

Dealer stamp

Signature

Date

D	D	M	M	Y	Y	Y	Y
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## Step 11: Signature(s)

Signature

Date

D	D	M	M	Y	Y	Y	Y
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Signatory's full name (please print)

Signature

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signatory's full name (please print)

Signature

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signatory's full name (please print)

**For joint investments all investors must sign.**

Previous signature (if changing name)

### Contact us

**t** 1800 021 227  
**e** [investors@australianethical.com.au](mailto:investors@australianethical.com.au)  
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