



EVANS &  
PARTNERS

# Financial Services Guide

# Financial Services Guide

## **EVANS AND PARTNERS PTY LTD**

ABN 85 125 338 785

AFSL 318075

Trading Participant of ASX and Chi-X

A member of the Evans Dixon Limited  
(ACN 609 913 457) group of companies.

**SEPTEMBER 2018**

[www.evansandpartners.com.au](http://www.evansandpartners.com.au)

# Financial Services Guide

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## 1. GLOSSARY OF TERMS

### ASX Clear

ASX Clear Pty Limited, ABN 48 001 314 503.

### Adviser

Your Evans and Partners financial Adviser.

### Asset based fee

A fee, excluding brokerage fees, for providing financial product advice to the extent that the calculation of the fee is dependent upon the amount of funds used or to be used to acquire financial products.

### ASX

ASX Limited ABN 98 008 624 691 or the financial market operated by it, as the context requires.

### Chi-X

Chi-X Australia Pty Ltd ABN 47 129 584 667 or the financial market operated by it, as the context requires.

### Corporations Act

The Corporations Act 2001 (Cth).

### Evans and Partners, EaP

Evans and Partners Pty Ltd, ABN 85 125 338 785; AFSL No 318075.

### Linear

Linear Administration Services Pty Ltd ABN 63 163 681 678.

### Managed Accounts, Evans and Partners Managed Accounts, MDA

Evans and Partners Managed Accounts ARSN 128 111 857 a registered managed investment scheme of which Responsible Entity Partners is the responsible entity and that is available to EaP clients under arrangements between EaP and Responsible Entity Partners.

### Ongoing Fee Arrangement

An arrangement (where personal advice is given to you) that you make with EaP or your Adviser to pay fees for services that we provide to you on an ongoing basis for a period of more than 12 months.

### Opt-in Code

Opt-in Code means a code of conduct as approved by ASIC for the purposes of section 962CA of the Corporations Act.

### PDS

Product Disclosure Statement.

### Pershing

Pershing Securities Australia Pty Ltd ABN 60 136 184 962 AFSL No. 338 264.

### Quoted

Refers to financial products that are, or will be, quoted on an exchange (such as ASX or Chi-X).

### Responsible Entity Partners

Responsible Entity Partners Limited ABN 11 119 757 596 AFSL No. 304 542.

### We, us or our

Evans and Partners.

## 2. PURPOSE AND CONTENT OF THIS FINANCIAL SERVICES GUIDE

This Financial Services Guide (FSG) is an important document. You should read it carefully and make sure you understand it.

This FSG:

- (a) is provided by Evans and Partners;
- (b) was prepared on and is dated 27 September 2018 and is made up of a number of equally important sections. Each of those sections is listed in the table of contents above;
- (c) was prepared to inform you about:
  - (i) who we are;
  - (ii) the services we provide;
  - (iii) the remuneration that may be paid to us and other persons in relation to the financial services we provide;
  - (iv) the relationships and associations we have; and
  - (v) how complaints against us are dealt with; and
- (d) is intended to assist you in deciding whether or not to use the services which we provide as described in this FSG.

## 3. WHO IS EVANS AND PARTNERS

Evans and Partners has been established as an Australian investment house that provides a broad range of investment, advisory and execution services to a diversified client base of private and institutional investors.

Evans and Partners is a Trading Participant of ASX and Chi-X and is the holder of an Australian Financial Services Licence (AFSL) authorising it to provide the financial services described below in section 5.

Our contact details are as follows:

Evans and Partners Pty Ltd  
ABN 85 125 338 785 AFSL No 318075  
Mayfair Building, 171 Collins Street  
Melbourne VIC 3000

**P** +61 3 9631 9888

**F** +61 3 8610 1608

**EMAIL** info@eandp.com.au

**WEB** evansandpartners.com.au

## 4. PROVIDING INFORMATION TO YOU

The email address supplied to Evans and Partners may be used to provide information about your account and financial products/ services offered by Evans and Partners. Information for the purpose of this section may include important disclosure documents, such as a Statement of Advice, PDS or FSG.

Evans and Partners may also use other digital delivery methods to provide information to you, such as via a secure online website or by providing a link to a web address. If you do not want to receive information via digital delivery methods please notify your Adviser.

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## 5. THE SERVICES AND PRODUCTS WE CAN PROVIDE

### 5.1 FINANCIAL PRODUCT ADVICE

Our Australian Financial Services Licence authorises our representatives to provide advice in the following financial services and financial products:

- basic deposit products;
- non-basic deposit products;
- derivatives;
- foreign exchange contracts;
- government debentures, stocks or bonds;
- interests in managed investment schemes including investor directed portfolio services and MDA services;
- securities;
- standard margin lending facilities; and
- superannuation

to both Wholesale and Retail Clients.

### 5.2 DEALING IN FINANCIAL PRODUCTS

#### Authorisation

Our Australian Financial Services Licence authorises our representatives to deal (including arranging to deal) in the following financial services and financial products:

- basic deposit products;
- non-basic deposit products;
- foreign exchange contracts;
- derivatives;
- government debentures, stocks or bonds;
- interests in managed investment schemes including investor directed portfolio services and MDA services;
- securities;
- standard margin lending facilities; and
- superannuation

on behalf of both Wholesale and Retail Clients.

We are also authorised to issue interests in MDA Services.

Evans and Partners is a Trading Participant of ASX and Chi-X and provides services in relation to the execution of transactions in financial products quoted on both markets.

Clients are able to effect transactions in quoted financial products by communicating an order to Evans and Partners.

If your order relates to the purchase of a warrant or a partly paid security, you will be required to enter into a warrant client agreement and/or partly paid securities client agreement with Evans and Partners before we are able to execute the transaction for you.

If your order relates to an exchange traded option or other derivative, you will be required to enter into a derivatives client agreement with Pershing before we are able to arrange for Pershing to execute the transaction for you.

### 5.3 BEST EXECUTION

As a Participant of both ASX and Chi-X Australia, Evans and Partners has an obligation to obtain the best outcome for its clients when handling or executing client orders to buy and sell equity market products. This section sets out how Evans and Partners meets its best execution duty.

#### Best Outcome – Retail Clients

For Retail Clients, we will take reasonable steps to obtain for you the best total consideration in respect of your order, where total consideration means:

- (Buy Order) the purchase price paid by the client (unit price multiplied by volume), plus transaction costs; and
- (Sell Order) the sale price received minus transaction costs.

Transaction costs include execution costs (including brokerage) as well as clearing and settlement costs.

#### Best Outcome – Wholesale Clients

For a Wholesale Client, obtaining the best outcome for your order(s) includes considerations such as:

- the price of the equity market product;
- transaction costs (such as brokerage) or other costs including clearing and settlement costs;
- speed of execution;
- order size and likelihood of execution;
- available order books/ markets;
- market conditions; and
- any other factor which we consider relevant.

#### Client Instructions

We will apply our Best Execution Policy set out in this document in relation to orders that we receive from you and execute on your behalf. However, you may provide us with different instructions in relation to an order, on an order by order basis (Specific Instructions) or on an ongoing basis (Standing Instructions - available to Wholesale Clients only) in relation to such matters as:

- speed of execution;
- obtaining execution certainty;
- choice of market (where available); and
- minimising market impact.

#### Specific Instructions

Where you provide us with a Specific Instruction in relation to an order, we will take reasonable steps to satisfy your instructions. To the extent that Specific Instructions do not deal with all aspects of execution, we will apply this Best Execution Policy in handling your order. Where you wish to provide us with Specific Instructions, we require that instruction to be clear and unambiguous as well as in writing (whether that be printed or in electronic form, such as an email). To the extent that your Specific Instructions do not satisfy these requirements, we will execute your order(s) by applying this policy and taking reasonable steps to achieve the best total consideration or best price, as applicable.

#### Standing Instructions

If you are a Wholesale Client you can provide us with a Standing Instruction regarding how we are to treat your orders, including

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instructions to opt-out of our Best Execution Policy. Such instructions must be provided to us in writing and will not take effect until they are confirmed back to you by an Evans and Partners representative. Retail Clients cannot provide us with Standing Instructions with respect to their orders (but may wish to provide with Specific Instructions per above). If you are a Wholesale Client and provide us with Standing Instructions regarding how we are to manage your order(s), we will periodically review those instructions to ensure that they remain valid and appropriate for you. Note that where you provide us with instructions that are inconsistent with us obtaining the best outcome for you, Evans and Partners must take reasonable steps to handle and execute the order(s) the subject of those instructions in a way that satisfies them and, as a result, may not achieve the best available outcome for you.

## Execution Venues/ Order Books

Evans and Partners is able to execute orders of ASX listed securities on the following order books:

- ASX TradeMatch (ASX Central Limit Order Book);
- ASX CentrePoint;
- ASX Purematch; and
- Chi-X Australia.

## How we handle your order

Evans and Partners utilises a smart order router which directs orders to an available order book in accordance with the current routing policy, or in accordance with your directions where you have provided us with Specific or Standing Instructions. Generally we place the most emphasis on achieving the best available price for you at the time of order placement (subject to any Specific or Standing Instructions you have previously given us). In some circumstances, (for example, where your order may be advantageously consolidated or matched with another order with the same attributes), we may seek to fill orders through other matching mechanisms, such as:

- Block Trades;
- Large Portfolio Trades;
- Trades with Price Improvement;
- Permitted Trades during the Post-Trading Hours Period;
- Permitted Trades during the Pre-Trading Hours Period; and
- Out of Hours Trades.

## Evidence of Best Execution, Review and Updates

On receipt of a reasonable request, we will provide you with evidence that your order has been executed in accordance with our Best Execution Policy. On receipt of such a request we will advise you of the estimated time to provide the necessary information. Evans and Partners will periodically review and monitor its Best Execution procedures, practices and connections to other execution venues. Where appropriate, we will review and make changes to our Best Execution Policy, and related policies. Whenever a material change to this Policy occurs we will notify you by posting the updated Policy on our website at [www.evansandpartners.com.au](http://www.evansandpartners.com.au).

## 5.4 EVANS AND PARTNERS PRIVATE WEALTH SERVICES

### Investment Reporting

Your Adviser will formally review your portfolio periodically

in consultation with you as part of our ongoing commitment to providing you with advice specific to your own investment objectives, timeframe, tolerance for risk and other requirements.

### Investment Strategy Briefings

Our clients will be given the opportunity to attend investment strategy briefings from time to time with our Head of Research and other analysts where appropriate.

### Online Reporting

Evans and Partners clients have access to a selection of reports through the Evans and Partners website and dedicated smartphone and tablet apps.

## 5.5 EVANS AND PARTNERS PORTFOLIO SERVICE

The Evans and Partners Portfolio Service gives you access to an administration and tax reporting service to complement the advice provided by your Adviser. This is an optional extra service that is available to you if you pay a fee based on a percentage of the value of assets under management. The annual tax report prepared as part of the Evans and Partners Portfolio Service provides a summary of income and distributions received from your portfolio as well as a summary of realised and unrealised capital gains. Our reports are designed to help you and your tax Adviser efficiently manage capital gains tax events.

The additional services available in the Evans and Partners Portfolio Service include:

### End of Financial Year Tax Reporting

Your reports will also provide useful tax information including capital gains tax information, income reporting and portfolio performance reporting. Our reports are designed to help you and your tax Adviser efficiently manage year end tax compliance.

### Enhanced Online Reporting

Our Portfolio Services clients will receive additional features on their online reporting platforms:

- enhanced portfolio valuation;
- access to capital gains tax information, including realised and unrealised reports;
- income transactions; and
- cash transactions for linked cash accounts.

### Mailbox service

The Evans and Partners Portfolio Service is not a custodial service - all assets are retained in the name of the investing entity. However it does provide a mailbox service where all mail relevant to your portfolio will be collected on your behalf with retained copies of all correspondence relating to your Investments. Corporate actions will be actioned in accordance with your instructions and lodged with the relevant security registries. Banking instructions for dividends will be provided to security registries as will Tax File Numbers. This will result in a reduction in the time you spend on administering your portfolio, allowing you and your Adviser to focus instead on investment strategy and execution.

Further information on the Evans and Partners Portfolio Service can be found in Schedule 1 of the Evans and Partners Terms and Conditions.

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## 5.6 EVANS AND PARTNERS MANAGED ACCOUNTS

Evans and Partners Managed Accounts is a registered managed investment scheme ARSN 128 111 857 that enables investors to select and invest in model portfolios constructed by Evans and Partners. Responsible Entity Partners is the responsible entity of the scheme and issuer of interests in the scheme. Responsible Entity Partners has appointed Evans and Partners as a distributor.

If you invest in one or more model portfolios through the Evans and Partners Managed Accounts, you will have the benefit of an administration and reporting platform provided by Linear together with a beneficial interest in assets that are held on your behalf via a custodian and managed on a discretionary basis in accordance with the investment strategy of the relevant model portfolio(s) and in accordance with advice/instructions given to Responsible Entity Partners by Evans and Partners.

Offers to invest in Evans and Partners Managed Accounts are made in the current PDS for Evans and Partners Managed Accounts. The PDS can be obtained from Evans and Partners and should be considered before deciding whether to acquire or hold an interest in Evans and Partners Managed Accounts.

## 6. WHO IS YOUR ADVISER?

Your Adviser is a representative of and acts on behalf of Evans and Partners.

Your Adviser has met the educational and continuous professional development requirements to be a Financial Adviser and will be listed on ASIC's public Financial Adviser Register.

## 7. WHEN WE GIVE ADVICE WILL YOU RECEIVE A WRITTEN RECORD?

When we give retail clients personal advice for the first time, a Statement of Advice may be issued to record the basis and rationale for our advice.

If we issue a Statement of Advice it should reflect our understanding of your personal circumstances, your investment goals and our views on specific investment products. The Statement of Advice will also include disclosure of potential conflicts of interest we may have in dispensing our advice.

Where you maintain your advisory relationship with Evans and Partners, a Statement of Advice is generally not provided for further advice situations provided that your personal circumstances and the basis for our advice are not significantly different from the relevant personal circumstances and basis for our advice prevailing at the time of our earlier advice. In this case, if we don't provide a Statement of Advice, you may still request a record of further advice, where we have not already given you one. To request a record of further advice, contact your Evans and Partners Adviser (see contact details above). You have 7 years to request a record of further advice.

In general we must provide you with the Statement of Advice the first time we provide you with personal advice about each type of financial product or when there has been a significant change in your personal financial circumstances.

If you want us to provide personal advice to you, it is imperative you provide us with all information regarding your financial situation, investment objectives and particular needs in response to our

enquiries. Providing us this information will help us comply with our obligations to act in your best interests and to provide you with advice that is appropriate for you having regard to the scope of the personal advice you require. We also encourage you to notify Evans and Partners of any relevant new information or material changes in your circumstances so we can assess the appropriateness (or otherwise) of your prevailing investment strategy.

You have the right not to divulge information to your Evans and Partners Adviser, however, this may affect the ability of your Evans and Partners Adviser to give you appropriate advice. If you receive advice based on incomplete or inaccurate information regarding your personal circumstances, you should consider the suitability of the advice before acting on it.

## 8. PRODUCT DISCLOSURE STATEMENTS (PDS)

If we give you advice in relation to investing in certain financial products such as managed funds, exchange traded options or superannuation products and you are a retail client, we must provide you with a PDS. The PDS contains information about the particular product including the features benefits, fees and risks associated with the product to enable you to make an informed decision regarding the investment. In some instances a prospectus may be issued rather than a PDS.

## 9. TRANSACTION INSTRUCTIONS

You may instruct us to transact on your behalf by telephone, email, letter, facsimile, subject to the terms of any agreement with you relating to the nature of your instructions.

Evans and Partners will provide execution services for transactions in financial products executed through ASX or Chi-X for our clients.

We have appointed Pershing to provide the following services to our clients:

- clearing services for transactions in securities and managed investment products executed through ASX or Chi-X for our clients;
- execution and clearing services for transactions in all derivatives (such as Exchange Traded Options) executed through ASX for our clients;
- settlement services for transactions executed by, or on behalf of, our clients;
- sponsorship services; and
- nominee and other custody services for our clients.

If you require the above services to be provided, you will also need to become a client of Pershing. Evans and Partners will arrange for the provision of the Pershing FSG and any other disclosures which contain further information about the services provided by Pershing to you and the terms and conditions on which those services are provided.

In arranging for Pershing to provide these services to you, Evans and Partners will act as your agent, not as the agent of Pershing (although it may act as agent of Pershing in some limited respects such as the execution on behalf of Pershing of any agreement between you and Pershing).

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## 10. FEE DISCLOSURE STATEMENTS AND RENEWAL NOTICES

If we give you personal advice and you enter into an Ongoing Fee Arrangement with EaP and your Adviser with respect to services to be provided to you in circumstances where fees are payable to us on an ongoing basis for a period exceeding 12 months, if required by law we will give you:

- an annual fee disclosure statement that includes information required by law including an explanation of the services you are entitled to receive, the services that you have received and the fees paid under the Ongoing Fee Arrangement during the previous 12 month period; and
- a renewal notice that asks you if you wish to renew the Ongoing Fee Arrangement and includes other statements as required by law every two years or such other period that is permitted under an Opt-in Code by which Evans and Partners and its Advisers may be bound.

## 11. TRUST ACCOUNTS

Where we are required to hold funds for you in our trust account we will retain any interest paid.

## 12. HOW WE HANDLE COMPLAINTS

We encourage you to refer any complaints (including concerns about our complaints handling or any other matters that cause you dissatisfaction) to your Adviser in the first instance by any means that you usually use to contact your Adviser. Your Adviser will acknowledge your complaint promptly on receipt and seek to respond within 5 business days. If:

- you are dissatisfied with the response from your Adviser;
  - the Adviser has not responded within 5 business days; or
  - you do not wish to raise your complaint with your Adviser,
- then please write to:

**Compliance Officer**  
**Evans and Partners Pty Ltd**

### MAIL

PO Box 24394  
Melbourne VIC 3001

When the Compliance Officer receives a written complaint from you:

- we will initially respond with a written acknowledgement immediately or as soon as practicable after your complaint is received; and
- then, unless we resolve your complaint to your satisfaction within 5 business days, we will provide a final response in writing to all matters raised by the complaint within 45 days (although we generally aim to provide our response within 30 days).

If you are not satisfied with our response and wish to proceed further you may have the right to take your complaint to an independent complaints resolution body. Please direct your complaint to the Financial Ombudsman Service ("FOS") or from 1 November 2018, direct the complaint to the Australian Financial Complaints Authority ("AFCA"), which will replace FOS.

Contact details are:

**Online:** [www.fos.org.au](http://www.fos.org.au) or [www.afca.org.au](http://www.afca.org.au)

**Phone:** FOS on 1800 367 287 or AFCA on 1800 931 678

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

**Post:** GPO Box 3, Melbourne VIC 3001.

If your complaint relates to a service provided to you by Pershing, we ask that you seek to have your complaint dealt with in the manner set out in the Pershing FSG.

## 13. COMPENSATION ARRANGEMENTS PROFESSIONAL INDEMNITY INSURANCE

Evans and Partners has in place Professional Indemnity Insurance which Evans and Partners considers is adequate to meet the requirements of Section 912B of the Corporations Act (relating to Retail Client compensation arrangements) having regard to:

- the volume and types of business carried on by it, the number and types of its clients, the number of its representatives; and
- any particular or potential claims that may arise pursuant to our participation in external dispute resolution schemes, including the FOS scheme or AFCA scheme (from 1 November 2018).

The Professional Indemnity Insurance will cover claims in relation to the conduct of representatives/employees who no longer work for us but who were representatives/employees of Evans and Partners at the time of the relevant conduct.

## 14. IN WHAT CAPACITY DO WE ACT?

In providing the services described in this FSG, Evans and Partners and Pershing are acting as principal, except in the following circumstances:

- when Evans and Partners gives you personal advice, it acts for you in accordance with the duties it has to you;
- when Evans and Partners executes a transaction (or arranges for a transaction to be executed) for a client, it acts as agent for the client;
- when Pershing clears a transaction executed through ASX or Chi-X for a client, it acts as agent for the client, although it will owe the settlement obligations in respect of that transaction to ASX Clear as principal; or
- when Responsible Entity Partners arranges a dealing on the client's behalf it acts as the agent of the client.

## 15. RELATIONSHIPS AND ASSOCIATIONS

Entities associated with Evans and Partners include, without limitation the following entities; Dixon Advisory & Superannuation Services Limited (ABN 54 103 071 665, AFSL 231 143), Dixon Advisory Super Pty Limited (ABN 55 139 490 118), Dixon Advisory Property Pty Limited (ABN 92 140 049 583, ACL 386 600), Walsh & Company Asset Management Pty Limited (ABN 89 159 902 708, AFSL 450257), Walsh & Company Investments Limited (ABN 78 152 367 649, AFSL 410433), Evans and Partners Investment Management Pty Limited (ABN 29 619 080 045), Dixon Advisory USA Inc, Dixon Projects LLC, Dixon Asset Management USA Inc, Dixon Realty Advisory LLC trading as Pure Properties, Walsh & Company Investment Services Pty Ltd (ABN 39 163 814 346), Fort

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Street Advisers Pty Ltd (ABN 21 137 980 520, AFSL 338885), Fort Street Capital Pty Ltd (ABN 13 164 101 704, AFSL 497000), Fort Street Real Estate Capital Pty Ltd (ABN 19 164 101 731), Fort Street Real Estate Development Pty Ltd (ABN 43 607 611 307), Fort Street Real Estate Leasing Pty Ltd (ABN 47 607 611 325), Australian Fund Accounting Services Pty Ltd (ABN 90 164 701 946), URF Investment Management Pty Limited (ABN 21 600 188 805) and New Energy Solar Manager Pty Limited (ABN 57 609 166 645).

We may provide financial product advice and execution services in conjunction with external financial planners. These external financial planners may be paid part of the fees we charge for our services provided we have no reason to believe that the remuneration is conflicted remuneration. The amount they receive is negotiated with each respective financial planning organisation.

Fund managers or other financial organisations may pay us commission for referring investors to them. We will advise you of the fees we receive from these relationships if they are relevant to your situation.

We may also have relationships with corporate issuers of financial products. We will advise you of these relationships when providing financial product advice, if we are permitted by law to do so. This will allow you to assess whether you believe you are receiving appropriate advice which is impartial.

We do not act as an agent of Pershing other than in providing to you the Pershing FSG and other disclosures about the services provided by Pershing as described in this FSG. We do not act as a representative of Pershing.

We have agreements with Linear in relation to the provision by Linear of mailbox services and the badging and distribution of Evans and Partners Managed Accounts. We also have an agreement with Linear in relation to the investment management of model portfolios made available through Evans and Partners Managed Accounts.

## 16. REMUNERATION AND OTHER BENEFITS

### 16.1 GENERAL

Our fees are set out in this part of the FSG. The fees quoted include GST (unless otherwise stated). We reserve the right to change these fees at any point in the future.

We recommend that you seek advice from a professional tax agent who can provide advice in relation to the tax deductibility of any fees that we charge.

If we provide you with a Statement of Advice in relation to personal advice, and our remuneration (including commission) and other benefits:

- (a) are calculable at the time the personal advice is given, the remuneration (including commission) and other benefits we receive on specific financial products to which the personal advice relates; or
- (b) are not calculable at that time, the manner in which that remuneration (including commission) and other benefits are to be calculated,

will be disclosed at the time the personal advice is given or as soon as practicable after that time.

Our services are provided to you on the terms and conditions that apply in relation to the provision of the relevant services.

### 16.2 HOW WE ARE PAID FOR OUR SERVICES

Generally, our remuneration takes the form of:

- brokerage which we charge investors when we buy or sell securities or other financial products for them;
- fees charged at a fixed rate for services provided;
- fees based on the value of an investor's funds under management; and/or
- initial and ongoing commission paid to us by product and service providers, for referring investors to them.

More detailed information about the services we provide and the fees we charge with respect to those services and how our Advisers are remunerated are set out below.

In relation to the information below, in the case of retail clients to whom Evans and Partners gives financial product advice, Evans and Partners will ensure that any such fees could not reasonably influence any financial product advice given or that they are only paid or received in circumstances where an exemption applies to the prohibition on the payment or receipt of conflicted remuneration. For example, exemptions apply in relation to certain brokerage and stamping fees and extend to amounts EaP passes on to your Adviser.

To the extent that we give you financial product advice and our fees are asset based fees they will not be charged on borrowed amounts used to acquire assets in relation to which the fee is calculated (unless it is not reasonably apparent to us that an amount has been borrowed).

### 16.3 HOW OUR ADVISERS ARE PAID

Our financial Advisers are paid a salary and a variable component based on revenue. The variable component is determined by the level of fees received by Evans and Partners. As a general rule, our financial Advisers can receive between 0% and 60% of the fees Evans and Partners receives.

For some products and services, you may be requested to provide your consent for EaP to pass through to your Adviser a portion of the fees you pay to EaP.

### 16.4 EVANS AND PARTNERS PRIVATE WEALTH TRANSACTIONAL SERVICE

Our transactional service provides clients with financial product advice that considers the client's objectives, financial situation and needs. For transactional clients our standard brokerage rates for each purchase or sale of quoted financial products is a tiered percentage of the purchase or sale price, subject to minimum of \$125 (excluding GST). Our transactional service is also subject to a \$2000 (excluding GST) annual retainer, however it is negotiable at the family group level. The standard tiered percentage brokerage rates (excluding GST) per transaction are:

- 2.0% first \$50,000
- 1.5% next \$50,000
- 1.0% over \$100,000

Your Adviser will receive between 0% and 60% of the brokerage received by EaP.

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## 16.5 EVANS AND PARTNERS PRIVATE WEALTH PORTFOLIO SERVICE

The Evans and Partners portfolio service is charged on the basis of one or more of the following:

- an annual portfolio fee which is payable quarterly in arrears and calculated by reference to the average daily value of your portfolio over the relevant quarter;
- a fixed annual fee to be paid in equal quarterly instalments; and possibly
- an exit fee if you elect to cease to be a Full Service Client within 12 months of becoming a Portfolio Service Client. EaP will negotiate with you the applicable fees and rates at the time you elect to become a Full Service client.

These fees are automatically deducted from the cash account that relates to your account. These fees are received by EaP and your Adviser will receive between 0% and 60% of this fee.

Some portfolio services clients may also pay transaction costs if that forms part of the agreement with your Adviser. The applicable rates will be detailed in Schedule 6 of the Evans and Partners' Terms and Conditions.

## 16.6 GENERAL ADVICE SERVICE

Our General Advice service provides advice that has not considered any of your personal circumstances. For General Advice clients our standard brokerage rates for each purchase or sale of listed securities is a flat 2.0% (excluding GST), subject to minimum of \$125 (excluding GST). Your Adviser will receive between 0% and 60% of the brokerage received by EaP.

## 16.7 OFF MARKET SHARE TRANSFER

A fee may be applicable for each off market share transfer (for quoted products). Such fees will be disclosed to you as appropriate.

## 16.8 EVANS AND PARTNERS MANAGED ACCOUNTS

Investments in the Evans and Partners Managed Accounts are made in accordance with the current PDS for Evans and Partners Managed Accounts. The PDS can be obtained from Evans and Partners and sets out the various fees that EaP and your Adviser may receive.

## 17. EXCHANGE TRADED OPTIONS (ETOS)

The following fees and brokerage applies in respect of Traditional Service, Full Service and General Advice clients.

ASX Clear charges a transaction fee of \$0.13 plus GST per share option contract. If you exercise a share option, ASX Clear charges an exercise fee of \$0.05 plus GST per contract. If you are assigned on an option position, ASX Clear charges a fee of \$0.05 plus GST per contract.

In the case of index options, ASX Clear charges a registration fee of \$0.45 plus GST per contract and an exercise fee of \$0.35 plus GST per contract.

Our brokerage rate (exclusive of GST) for the purchase or sale of ETO contracts is up to 2% of the consideration of the transaction with a minimum amount of \$150. Your Adviser will receive between 0% and 60% of the brokerage received by EaP.

## 18. PRIMARY MARKET ISSUES OF SECURITIES

When we lodge applications for investments in new issues of securities or other financial product which result in the securities or other products being issued, we may receive fees from the issuer. These fees will be disclosed in the offer document, prospectus or PDS issued by the issuer.

Your Adviser will receive between 0% and 60% of any fees received by EaP.

## 19. MANAGED FUNDS

If you invest in managed funds we may receive fees or commissions from particular issuers. These fees or commissions are different for each product and will be disclosed in the relevant PDS. They will also be disclosed to you if we have provided you with advice in relation to a particular managed fund.

## 20. FIXED INTEREST PRODUCTS

Fixed Interest products include bank bills, debentures, term deposits, bonds and listed hybrid securities. We may transact in these products as agent or as principal.

We may receive fees or commissions from particular issuers, which are different for each product and will be disclosed in the relevant product disclosure statement or prospectus. They will also be disclosed to you if we have provided you with advice in relation to a particular fixed interest product. These fees are received by EaP and your Adviser may receive between 0% and 60% of the fees or commission received by EaP.

For listed hybrid securities we may receive brokerage on transactions in the secondary market. Your Adviser will receive between 0% and 60% of the brokerage received by EaP.

## 21. INTERNATIONAL SHARE COSTS

Our brokerage rate for transactions in internationally listed securities is up to 2% of the value of the transaction, subject to minimum amount of up to \$250 (GST is not applicable to brokerage on international share transactions). However, we may incur additional costs through third parties who provide custody, execution, clearing and settlement services to us in respect of your transactions which we may pass on to you. We will disclose the details of these charges to you in advance of transacting on your behalf. Your Adviser will receive between 0% and 60% of the brokerage received by EaP.

## 22. FOREIGN EXCHANGE

With respect to international securities transactions, the foreign currency will be converted into Australian dollars or vice versa (or any other currency) to enable settlement. Such foreign exchange transactions may result in EaP receiving a currency spread of between 0.25% and 2.00% on the value of the conversion. Your Adviser will receive between 0% and 60% of the spread EaP receives.

# Financial Services Guide

## 23. MARGIN LENDING

If you establish a margin loan, EaP will only receive a fee or commission if you provide the lender with clear consent to make a payment to EaP. If you provide that consent, your Adviser will receive between 0% and 60% of the commissions received by EaP.

## 24. OTHER FINANCIAL PRODUCTS

There may be other products that we may receive fees or commission on from other parties. However, in these other instances, EaP will only receive a fee or commission if you provide the other party with clear consent to make a payment to EaP. In these instances, your Adviser does not receive any portion of any fees and commissions paid to EaP. These arrangements will vary from each product and will be disclosed in the relevant product disclosure statement. We will also disclose them to you if we provide you with advice.

## 25. FOR FURTHER INFORMATION

If you would like to know more about the services we provide or become an Evans and Partners client, please contact us.

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**WEB:** [www.evansandpartners.com.au](http://www.evansandpartners.com.au)

## 26. PRIVACY

It is a condition of using our services that you consent to us disclosing your personal information to Financial Services Protection Limited (FSPL) for the purposes of client due diligence, and also for the purpose of sharing information about you with other members of FSPL and also to our related bodies corporate, Pershing, Responsible Entity Partners and Linear and their respective related bodies corporate and any agents or contractors engaged in connection with the provision of services to you.

We also collect personal information from you in order to comply with our legal obligations under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* and Chapter 7 of the *Corporations Act 2001*. If we provide you with personal advice, we also collect your personal information to ensure we are aware of your financial position and circumstances so we can provide you with financial advice that is appropriate to your needs and so that our services, and the services of Pershing, Responsible Entity Partners and Linear, can be provided to you.

Your personal information will ordinarily be collected before we can open an account for you, or make available to you, any of our products or services. It may also be collected at other times after you have become a client, such as when your financial circumstances and needs change (for example, if you retire) or if change address or update your contact details. Generally we will collect personal information from you directly, or in instances

where you deal with us through an Intermediary, it may be a representative of the Intermediary that provides your personal information to us. If you do not supply the personal information that we require then we may be unable to provide you with certain products or services, or deal with you as a client altogether.

EaP predominantly uses your personal information in order for us to provide you with financial advice, as well as stockbroking and ancillary services. We may also disclose your personal information to:

- other entities to which we have outsourced certain functions to (such as Pershing, Responsible Entity Partners and Linear);
- to our suppliers, including contract and service providers, as well as professional advisers;
- to government bodies or law enforcement agencies in accordance with their requests or under our own obligations to provide certain information (for example, ASIC and AUSTRAC);
- to other parties involved in the reporting and administration of your holdings and investments, including stock exchanges, share registries, mailing service providers and product issuers;
- other organisations for the purpose of client due diligence (for example, Financial Services Protection Limited); and
- where you have otherwise consented or where disclosure is otherwise required or authorised by law.

Depending on which products and services of EaP that you require or use, your personal information may be disclosed to other organisations and entities that exist outside of Australia (including, but not limited to, the United States of America and the United Kingdom).

For further details of how we use and disclose your personal information and how you can access and update it, or to lodge a complaint about how we may have handled your personal information, please refer to our Privacy Policy which is available to download from our website at [www.evansandpartners.com.au](http://www.evansandpartners.com.au) or ask your adviser for a copy.

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**EVANS &  
PARTNERS**