ABN: 87 123 556 730

Financial Service Guide (10/10/16)

Introduction

Wealth Focus Pty Ltd (Wealth Focus) supplies you with this Financial Services Guide (FSG) to help you make an informed decision about whether to use the financial services offered by Wealth Focus. This FSG contains the following information**:**

- About us
- About our services
- Information on the costs, remuneration and other benefits that may be paid to us, our employees and others
- What associations or relationships we have with financial product issuers
- If you have a complaint, how it will be dealt with
- How we collect and use your information
- How you can contact us

If you have any questions about us or about this FSG, please contact us. Our contact details are set on the last page of this FSG. Any changes to these details can be found on the Wealth Focus website at www.fundsfocus.com.au

Generally where you acquire a financial product or financial service through us or we arrange to issue a financial product to you, we may also provide you with a Product Disclosure Statement (PDS) or other disclosure documents containing information about that product or service, including any relevant terms, significant risks and the costs associated with the product and details of other fees and charges which may apply. These documents will be provided to assist you to make an informed decision about the product or service and to comply with our obligations as a financial services licensee.

Who we are

Wealth Focus Pty Ltd (Wealth Focus) holds an Australian Financial Services Licence No. 314872 (AFS Licence) which authorises us to deal in, and provide financial product advice on, a range of financial products including basic deposit products, deposit products other than basic deposit products, general insurance, life products including investment life insurance and life risk insurance products, margin lending, superannuation, retirement savings accounts, government debentures, stocks or bonds, interests in managed investment schemes including investor directed portfolio services and securities.

Our business was established in 2007 to meet the needs of DIY investors who choose to invest without advice. In 2010, we established a personal advice service for investors looking for comprehensive Personal Advice. Our registered business address is Suite 7, 49-53 North Steyne, Manly, NSW 2095.

Our Services

What financial services do we provide?

We can provide you with information and advice regarding those financial products and services, which come within the scope of our AFS Licence. These include products and services offered by a variety of companies and providing investor education (such as seminars).

Who is responsible for the service you receive?

We will provide, and are responsible for, the financial services described in this FSG through our representatives, who are employees and/or directors of Wealth Focus. Our representatives act on our behalf and we are responsible to you for their conduct and the financial services they provide. The distribution of this FSG has been authorised by Wealth Focus.

Will we give you advice that has regard to your objectives, financial situation and needs?

Our two levels of service allow us to cater for self directed investors “General Advice and Information Only”, and those who need advice specific to their circumstances, “Personal Advice”.

Defining the service we provide

Recommendations and views provided by our website and email newsletter are typically considered to fall under the definition of General Advice and Information Only Service. Our Personal Advice clients are those that engage us for a formal review and detailed advice relating to their circumstances, this typically entails a face to face meeting with an adviser.

General Advice and information regarding financial products does not take into account your particular objectives, financial situation and needs. Under the law regulating the provision of financial services, general advice has a special meaning, which may differ from what you might commonly understand or expect.

Should you elect to engage us to provide you with Personal Advice, you are legally entitled to receive our advice in a written format called a Statement of Advice (SoA). This document provides you with all the details of our advice, the consequences of acting upon our advice and the fees and charges involved. Additional advice which we consider to be consistent with your SoA may be provided via a Record of Advice (RoA). You may request a copy of this advice at any time within 7 years of the date of the advice. Where available, we will also provide you with Product Disclosure Statements of our recommended products to enable you to make an informed decision as to whether our recommendations are appropriate to your circumstances.

Information about costs, remuneration and other benefits

General Advice & Information Only Service

We may receive commissions and fees when you purchase a financial product through us. We may also receive advertising, marketing and distribution fees from product providers. The following is a description of the commissions payable by product issuers in respect of different financial products. Fees are GST inclusive.

Under our General Advice & Information Only Service, we receive brokerage/commission from fund managers and product issuers.

Initial Commissions

Initial commissions, including entry fees and sales commissions, are a one off payment and are calculated as a percentage of the funds/insurance you have invested. Initial commissions are calculated as follows:

Investment Products - Between 0% and 6% of the investment amount. *We will rebate 100% of the initial commissions on managed funds (structured products and IPOs excluded).*

Insurance Products – Between 0% and 121% of the first year’s annual premium.

Ongoing Commissions

Ongoing commissions may also be paid and are calculated as follows;

Investment products – Between 0% and 1%pa of the amount invested

Insurance products – Between 0% and 35% of the annual premium.

Wealth Focus may rebate a portion of the ongoing commissions.

Example *- For an investment of $10,000 in a managed fund paying a 4% initial commission and 0.5%pa ongoing commission, the upfront commission would be $400 and the ongoing commission would be $50pa and would result in a rebate of $400 directly back into your account in the form of additional units.*

For an insurance premium of $1,000 paying 121% initial commission and 35% ongoing commission, the upfront commission would be $1,210 and the on-going commission $350 per annum.

We will let you know the exact amount of the commission payable to us in relation to the particular financial product or account, at your request when you express an interest in investing in the product or establishing an account.

Investors using our General Advice Service are responsible for monitoring their own investments. We do not provide ongoing advice or information to General Advice clients.

Comprehensive Personal Advice

Our comprehensive personal advice service is fee for service, based on an hourly rate, or an estimate of time taken to complete.

If we provide personal advice to you, we are required under the law to act in your best interests and prioritise your interests ahead of our own.

Prior to providing you with our recommendations, your Wealth Focus adviser will agree the fixed cost of providing you with a SoA. This fee is based upon the complexity of the strategies which we recommend and includes the implementation of our recommendations. The fees can range between:

Strategy Specific Advice: $240 + GST per hour
Comprehensive Statement of Advice: up to $6,000 + GST

Wealth Focus will invoice you prior to our advice being presented to you. Our invoice is payable within 14 days.

Where you retain Wealth Focus to provide you with an ongoing service, Wealth Focus will negotiate directly with you for the provision of this service.

Wealth Focus may charge a fee if we undertake share trades on your behalf of up to 0.55% inc. GST. On a $10,000 trade, this results in a fee of $55 inc. GST.

In most circumstances, under our comprehensive Personal Advice service, Wealth Focus recommends investments which do not pay commissions. We rebate upfront commission received on investments and margin loans. Ongoing investment commission, if applicable, typically varies from 0% to 0.5% inc. GST. An account balance of $50,000 will result in ongoing commission of between $0 and $250 inc. GST.

If you purchase personal insurance from Wealth Focus, Wealth Focus may receive up to 121% inc. GST of the premium in the first year and up to 11% inc. GST on an annual basis thereafter. For example, a $300pa premium will result in an initial commission of $360 inc. GST and an ongoing commission of $33pa inc. GST.

Wealth Focus may in some instances offset this commission against fees for your Statement of Advice.

Some risks associated with investing

You should be aware that there are inherent risks associated with investing which include:

- Overall market risk – the risk of gain or loss by reason of movements in the share market generally;
- International risk – the vulnerability due to international events or international market factors;
- Sector risk – risk associated with an industry's specific products or services;
- Specific asset risk – risks associated with the specific investment;
- Research, model portfolios, and newsletter limitations – the research available through us is the opinion of analysts, is time specific and cannot be guaranteed. Before acting on any advice contained in a research document or newsletter, you should assess whether the advice is appropriate in light of your own objectives or financial circumstances.

Can I tell you how I wish to instruct you to buy or sell my investment?

Yes. You may specify how you would like to give us instructions. For example by telephone, email, fax or other means. We may rely upon your signature before acting, however, we will transact where we reasonably consider that we have received instructions from you.

We will attempt to transact on your instructions as soon as is practical. In all instances, it is the responsibility of the investor to ensure that the

transaction has been enacted directly with the provider.

Associations with product issuers

Wealth Focus is an independently owned company and a member of the Association of Independently Owned Financial Planners (AIOFP).

Complaints

Problem resolution is a priority for us. If you have any problems with the financial services that we provide and wish to make a complaint, please contact us and we will do our best to resolve it for you quickly and fairly.

As a first step, please contact us by phone on 1300 55 98 69, from 9.00am to 5.00pm, EST, Monday to Friday. If your complaint is not resolved over the phone, please write to the complaints officer, Wealth Focus Pty Ltd, Suite 7, 49-53 North Steyne, Manly, NSW, 2095. We will let you know that we have received your complaint and the Complaints Officer will try to resolve your complaint within 30 days.

If you are still not satisfied (or have not received a response within 45 days of the date of your written complaint), you can contact the Credit and Investments Ombudsman (CIO), an externally managed complaints resolution scheme, of which we are a member, on 1800 138 422 or by post at PO Box A252 Sydney South, NSW, 1235. Alternatively you can contact the Australian Securities and Investment Commission on its free call Info-line on 1300 300 630.

Privacy Policy

How we collect & use your personal information.

Your privacy is important to us and we are committed to implementing and promoting a privacy policy that will ensure the privacy and security of your information.

The personal information that we collect will be used to provide you with financial services and for the purposes of other related activities including administration, planning and research.

We may also share your personal information in providing advice services to your spouse/common-law spouse.

We may disclose your personal information to service providers who do things on our behalf (e.g. a mailing house), and to other third parties where it is required or allowed by law or where you have given your consent. If we retain any personal information about you, you can access this information by telephoning us on 1300 55 98 69.

We would like to be able to use your personal information from time to time to tell you about available products and services. If you do not wish to receive this information, please let us know.

Professional Indemnity Insurance

We hold Professional Indemnity Insurance cover for the activities conducted under our AFS licence. The limit of the indemnity is $2,500,000 for any one claim and $5,000,000 in the aggregate for all claims arising out of our AFS licence activities. The insurance will cover claims in relation to the conduct of authorised representatives, representatives and employees who no longer work for the Licensee (but who did at the time of the relevant conduct). We believe that our Professional Indemnity Insurance cover satisfies the requirements of s. 912B of the Corporations Act.