

Financial Services Guide

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Global Merces Funds Management Ltd

Contact Details

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About this document

This Financial Services Guide (FSG) is issued by Global Merces Funds Management Ltd ('GMFML', 'Global Merces', 'we', 'us' or 'our'), ABN 26 168 869 163, Australian Financial Services Licence (AFSL) 460883 as Responsible Entity for the following registered managed investment schemes ("the Global Merces Funds"):

- Global Merces Access Fund (ARSN: 604 201 952);
- Global Merces Equities Fund (ARSN: 604 220 662);
- Vested Capital Property & Finance Fund (ARSN: 604 220 493)

This Financial Services Guide is an important document that outlines the types of products and services that we can provide to you under our Australian Financial Services Licence.

This Guide is designed to assist you in deciding whether to use our financial services and to provide you with an understanding of what to expect from our capital partnership. It contains important information about:

- who we are and how we can be contacted;
- potential conflicts of interest;
- the services and types of products we are authorised to provide;
- our fees and charges;
- how we deal with privacy; and
- how we deal with complaints.

Other documents you may receive

If you choose to use any of our products or services, you may also receive other important documents including:

Product Disclosure Statement (PDS)

Before investing in any of our products, you will need to obtain a copy of the relevant Product Disclosure Statement. A PDS is an important document designed to explain the key features of a financial product. A PDS includes information about fees and charges which may apply, including (if applicable) any fees, commission or other benefits, investment strategies, risks, taxes, dispute resolution and cooling-off rights amongst other things.

Where a retail client receives personal advice (advice that takes into account the client's objectives, financial situation and needs), the client is required to be given a Statement of Advice (SOA). We do not provide personal advice to retail clients; no SOA will be provided.

Advice and your best interests

We provide general financial product advice. We do not provide personal advice and we do not ask for you to provide details of your personal objectives, current financial situation, needs and any other relevant information.

Our authorized representatives only provide general financial product advice. We will provide general financial advice in our regular updates, research reports, marketing material, or when you contact our Client Service Department. We provide, at all relevant times, the following General Advice Warning:

"The information provided is general information only. It does not constitute financial, tax or legal advice or a forecast. This information has been prepared without considering your objectives, financial situation or needs. Before acting on the information or deciding whether to acquire or hold a product, consider its appropriateness and the relevant Product Disclosure Statement (PDS), available on the Global Merces Funds Management website www.globalmerces.com.au or by contacting us on 02 8117 8175."

GMFML provides no warranty regarding the suitability of any of the products or services described in this FSG for any person.

What financial services are available through GMFML?

GMFML holds an Australian Financial Services Licence (No. 460883) under the Corporations Act. We are responsible for the financial services provided to you under our AFSL and do not act as a representative for any other AFSL holder.

GMFML is authorized by ASIC to provide general financial product advice to retail and wholesale clients on the following classes of financial products:

- interests in managed investment schemes excluding investor directed portfolio services; and
- securities;

GMFML deals with financial products by:

- (a)** issuing, applying for, acquiring, varying or disposing of a financial product in respect of the following classes of financial products:
- derivatives;
 - foreign exchange contracts;
 - interests in managed investment schemes excluding investor portfolio services; and
 - securities
- (b)** applying for, acquiring, varying or disposing of a financial product on behalf of another person in respect of the following classes of products:
- deposit and payment products (basic deposit products)
 - derivatives;
 - foreign exchange contracts;
 - general insurance products;
 - interests in managed investment schemes excluding investor portfolio services; and
 - securities;
- (c)** operate the following kinds of registered managed investment schemes (including the holding of any incidental property) in its capacity as responsible entity:
- Global Merces Acces
 - Fund (ARSN: 604 201 952);
 - Global Merces Equities Fund (ARSN: 604 220 662);
 - Vested Capital Property & Finance Fund (ARSN: 604 220 493)

As Responsible Entity, GMFML is responsible for ensuring that the registered managed investment schemes are each operated in accordance with their constitution and the Corporations Act.

GMFML outsource to registered investment management businesses and are governed by agreements. The investment management businesses are related parties by common control and directorship, or are Corporate

Authorised Representatives of GMFML and their employees are responsible for making investment and divestment decisions in relation to the funds they manage and for implementation of the investment strategy.

Your dealings with GMFML will be through your financial adviser, your platform provider or our Client Registry Department.

What are the fees, charges and commissions?

GMFML as a Responsible Entity of Global Merces Funds, receives management fees in relation to the investments we offer. The fees for each of the Global Merces Funds are described in detail in the relevant PDS, which may include:

- management fees;
- performance fees;
- expenses; and
- adviser remuneration applicable to the particular product or service.

GMFML staff receive a salary and may receive bonuses and other benefits from time to time, which may include commissions from adviser application fees, depending on the fees of the relevant fund. Bonuses and other benefits are subject to factors such as company performance, volume of sales and performance of the individual employee. However, these bonuses and other benefits are a minority portion of their remuneration and are at no additional cost to you.

You may receive advice about our products from financial advisers. Your adviser is required to set out their Adviser Remuneration in the FSG and/or SOA they give to you. If you have an ongoing fee arrangement with your financial adviser they must also provide you with a fee disclosure statement on an annual basis.

Public register of alternative remuneration

We may provide benefits to financial services intermediaries where the law permits us to do so. If we do, we will provide these benefits at no additional cost to you. GMFML keeps a public register that details these benefits, or alternative forms of remuneration, which are worth more than \$300. The Register also records remuneration received by GMFML.

To request a copy of GMFML's Alternative Remuneration Register, please contact Client Services via:

Phone: **+61 2 8117 8175** or

Email: **info@globalmerces.com.au**

Please provide the following details:

- your name;
- address;
- telephone numbers, email or fax, as applicable; and
- any other relevant information.

GMFML will endeavor to provide a copy of the register within seven (7) days of the date of the request, by sending a copy of the register to the address or email.

Remuneration or benefits paid to those who refer clients to us

If another person or entity has referred you to us, we may pay them a fee or commission in relation to that referral, where the law allows. Additionally, we may receive payments for referring you to other professionals, where the law allows.

Insurance Arrangements

GMFML has a professional indemnity insurance policy in place which satisfies the regulatory requirements for compensation arrangements under section 912B of the Corporations Act. Subject to the terms and conditions, the policy provides cover for civil liability resulting from third party claims concerning the professional services provided by GMFML and its employees and representatives.

The insurance policy also includes losses arising from the conduct of former employees and representatives during their employment with GMFML. Senior management reviews the insurance coverage and policies annually. Senior management reviews the insurance coverage and policies annually.

Conflicts of interest

Potential conflicts may occasionally arise between the interests of investors, GMFML, our related parties and other parties (including service providers appointed by us). We have statutory and common-law fiduciary duties to manage conflicts of interest and act in the best interests of investors, and if there is a conflict, give priority to investors' interests.

We have policies, procedures and organizational arrangements in place to manage conflicts of interest. We or any related parties of GMFML or any director or officer of any of them may invest in any financial product we issue or manage.

We may receive fees or profit as a issuer of financial products and, where applicable, fees as the investment manager. Directors, being employees or independent directors, receive a salary (from employment) or director fees. From time to time the directors may hold interests in shares of financial products issued by us.

GMFML is part of the Global Merces Group and as such is associated with other Global Merces companies. The Global Merces companies that GMFML is associated with include Global Merces Group Pty Ltd ACN 160 540 901 and Global Merces Investment Management Pty Ltd ACN 606 032 624, and GMFML Services Pty Ltd ACN 613 640 958.

Personal information and Your Privacy

At Global Merces, the privacy of your personal information is important to us. Any personal information collected will be handled in accordance with our Privacy Policy.

To provide you with our services, we maintain a record of the information you provide to us, including your personal profile, and details of your objectives, financial situation and needs.

We also maintain records of any recommendations made to you. Our Privacy Policy details how we comply with the requirements of the Privacy Act in the handling of your personal information. A copy of that policy can be obtained by visiting the Global Merces website at www.globalmerces.com.au. If you would like a copy of the information we hold, please contact your adviser. We may charge you a nominal cost for accessing and/or photocopying personal information that you request.

Providing instruction to us and receiving important information

Unless otherwise stated in the relevant PDS or offer document, we require that you provide all instructions to us in writing, signed by you. Where those instructions are of a purely administrative nature, we will act in accordance with those instructions. Otherwise, we will consider those instructions in accordance with our legal obligations.

Phone calls to and from Global Merces may be recorded for quality and assurance purposes. If you do not wish your call to be recorded, please advise the Global Merces staff member when you have been connected.

Unless you request otherwise, the email address you provide to Global Merces or any member of the Global Merces group of companies, may be used to provide notifications, information and important documents (including a Financial Services Guide) about your account and/or financial products and/or services offered by Global Merces or other Global Merces companies.

Global Merces or other Global Merces companies may use other electronic methods to provide details or important documents to you, such as by providing a link to a web address or via a secure online website. If you do not want to receive information via electronic methods please tell your adviser or contact our Client Services Department.

Making a complaint

Global Merces is committed to providing a high standard of client service and to maintaining our reputation for honesty and integrity. If our level of service or quality of products has failed to meet your expectations, we would like you to tell us about your concerns. Global Merces' complaint handling process is designed to ensure that your concerns are dealt with appropriately and that your complaint is addressed promptly and fairly. Your complaint may be lodged either verbally or in writing and will be dealt with in strict confidence.

If you are a retail client and have a complaint about the service provided to you, please contact:

- **+61 2 8117 8175** or info@globalmerces.com.au
- Complaints Officer, Global Merces Funds Management Ltd,
Suite 1308,
109 Pitt Street,
Sydney NSW 2000.

If you are not satisfied with how your complaint is handled, you may direct your concerns to:

Financial Ombudsman Service (FOS)
GPO Box 3,
Melbourne VIC 3001.

Phone: **1800 367 287**
Fax: **(03) 9613 6399**
Website: fos.org.au
Email: Emailinfo@fos.org.au

For more information about Global Merces Funds Management Ltd, contact us on:

Phone: **+61 2 8117 8175**

Website: www.globalmerces.com.au/invest

Email info@globalmerces.com.au

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