



#### Client Services contact details

**Phone**

+61 3 9691 6191

**Email**

invest@k2am.com.au

**Website**

www.k2am.com.au

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## Application Form

### Annapurna Microcap Fund

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Please use this form if you are a new investor and wish to invest in the above fund by making an initial application.

**1. Read and ensure you understand the Product Disclosure Statement (PDS).**

The PDS is available on our website at [www.k2am.com.au](http://www.k2am.com.au) or from your financial adviser.

The law prohibits any person passing this Application Form on to another person unless it is accompanied by a complete PDS. K2 will provide on request and without charge a paper or electronic copy of the current PDS and any document which updates the PDS.

**2. Complete all relevant sections of this Application Form in block letters and using a black pen. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.**

**Individuals** — complete section 1, section 2, and then section 5 onwards.

**Companies** — complete section 1, section 3 and then section 5 onwards.

**Trusts/superannuation funds** — complete section 1, section 2 if you are an individual trustee, section 3 if you are a trust with a company as trustee, section 4, and then section 5 onwards.

**3. Collect and certify the identification documents.**

Please refer to section 10 'Identification and verification' and complete the relevant identification document at the end of this form or on our website at [www.k2am.com.au](http://www.k2am.com.au).

**4. Complete the tax information form.**

Complete the tax information form at the end of this PDS or on our website at [www.k2am.com.au](http://www.k2am.com.au). You need to provide the information requested in the tax information form to ensure compliance with regulatory obligations under the Common Reporting Standard (CRS).

**5. Send your documents to us.**

You can return your form by post, fax or email according to the details below.

Send by Post: K2 Asset Management  
GPO Box 3993  
Sydney NSW 2001  
Australia

Fax forms to: +61 2 9252 1987

Scan and email to: [k2am@boardroomlimited.com.au](mailto:k2am@boardroomlimited.com.au)

**6. Transfer your application money to us.**

Please refer to section 6 'Payment of application amount'.

Your Application Form cannot be processed until all relevant identification documents and cleared funds are received.

#### Legal notices

K2 Asset Management Ltd AFSL No. 244393 (K2) is the issuer of units in the Annapurna Microcap Fund (the Fund).

K2 is committed to ensuring the confidentiality and security of your Personal Information. We handle your Personal Information in accordance with the Privacy Act 1988 and our Privacy Statement, which can be accessed on our website [www.k2am.com.au](http://www.k2am.com.au).











# Application Form

Please print full name

Please print full name

Date

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

Date

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

## BPAY - telephone and internet banking

You will need to quote the biller code and your reference number when making such payment.

Annapurna Microcap Fund		<b>Biller code</b> 374611
		<b>Reference number</b> Investor Account Number

Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account. More info: [www.bpay.com.au](http://www.bpay.com.au)

® Registered to BPAY Pty Ltd ABN 69 079 137 518.

## Direct deposit - electronic funds transfer

Please ensure transfers are made to the correct bank account.

Fund Name	Direct deposit - electronic funds transfer details	
Annapurna Microcap Fund	<b>Account name</b>	Annapurna
	<b>BSB</b>	083 - 817
	<b>Account number</b>	73 796 9457
	<b>Reference</b>	Investor Account Name

## 7. Distribution instructions

Please indicate your choice below.

Pay to my bank account

Reinvest

Annapurna Microcap Fund



# Application Form

## 8. Bank account details

### Australian bank account details

Please provide the Australian bank account details in order to receive your distribution payments and/or future redemption payments. Payments will only be made to a bank account held in the name of the investor/s. Payments will not be made into third party bank accounts.

Bank name

Branch name

BSB number

Account number

Bank account name

### Foreign bank account details

Please provide bank account details in order to receive your distribution payments and/or future redemption payments. Payments will only be made to a bank account held in the name of the investor/s. Payments will not be made into third party bank accounts.

Bank name

Bank address

Bank account name

Account number

SWIFT/BIC

Due to the complexity of foreign bank accounts, we may need to contact you for more information.

## 9. Communication

### Online account access

Online access enables you to view details of your investments (account balance, investment details and account statements). We will send you the necessary registration details by post once your application is processed.

### Annual report options

Please indicate if you wish to receive an annual report.

Annual report by email       No annual report       Annual report by post





# Application Form

## 10. Identification and verification

Please tick one box only:

### By investor

- I am a new client to K2 and will complete the relevant K2 investor identification form which is located at the end of this Application Form
- I am already a client of K2 and invest in a different Fund. There is no need to complete an investor identification form which is located at the end of this Application Form

### By financial adviser

- If you have a financial adviser, please ask them to complete the 'Appointment of a financial adviser' form which is located after the 'Acknowledgement and signatures' of this application form.

## 11. Acknowledgements and signatures

- By signing this Application Form I/we confirm that I/we have received the PDS dated 17 May 2022 and have noted the withdrawal time frames in the PDS.
  - I/we agree to be bound by the terms and conditions of the constitution which governs the relevant Fund and the PDS available at [www.k2am.com.au](http://www.k2am.com.au).
  - I/we declare that all details in this form are correct and that if an individual, I am/we are at least 18 years of age. I/we agree to indemnify K2 and any other entity involved in this offering against any loss, liability, damage, claim, cost or expense incurred as a result of any information, representation, declaration, statement, acknowledgment or confirmation in this application form being untrue or incorrect; or as a result of or in connection with my direct debit request (if applicable).
  - If I/we have provided an e-mail address, I/we consent to receive on-going investor information including PDS information and any additional information from K2 as applicable, via email.
  - I/we acknowledge that K2 does not guarantee the repayment of capital or the performance of any of its Funds or any particular rate of return from the Funds.
  - I/we acknowledge that I/we have read [K2's Privacy Statement](#).
- I/we acknowledge that the information contained in the PDS is not investment advice or a recommendation that units are suitable to me/us, given my/our investment objectives, financial situation or particular needs. It is my/our obligation to seek any advice on, and observe any legal restrictions on investment in the Fund which may apply to me/us and where appropriate I/we have obtained my/our own independent investment advice, having regard to the inherently complex nature of these products.
- In making an investment in the relevant Fund, I/we have not relied in any way on any statements made by K2 or its representatives and acknowledge that they have not made any representations to me/us regarding the suitability or appropriateness of the relevant Fund.
  - I/we have attached the documentation referred to in the Client Identification Form as required by the Anti-Money Laundering and Counter-Terrorism Financing Act 2006, and will continue to provide any other documents reasonably required by K2 from time to time, in order to comply with this legislation. I/we declare that any documents or information provided here are complete and correct and acknowledge that where a transaction is delayed, blocked, frozen or refused, K2 will not be liable for any loss (including consequential loss) as a result of its compliance with the AML/CTF laws.
- By ticking this box, I/we do not wish to receive any promotional material from K2.

### Signing instructions

**Individual** — where the investment is in one name, the account holder must sign.

**Joint Holding** — where the investment is in more than one name, all of the account holders must sign.

**Companies** — where the company has a sole director who is also the sole company secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a company secretary, a sole director can also sign alone. Otherwise this form must be signed by a director jointly with either another director or a company secretary. Please indicate the capacity in which the form is signed.

**Trust** — the trustee(s) must sign this form. Trustee(s) signing on behalf of the trust confirm that the trustee(s) is/are acting in accordance with such designated powers and authority under the trust deed.

**Power of Attorney** — if you have not already lodged the Power of Attorney with us, please attach a certified copy of the Power of Attorney. I/we attest that the Power of Attorney has not been rescinded or revoked and that the Donor is still living.

Signature of investor 1, director or authorised signatory

Please print full name

Date

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

Company officer (please indicate company capacity)

- Director
- Sole director and company secretary
- Authorised signatory

Signature of investor 2, director/company secretary or authorised signatory

Please print full name

Date

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

Company officer (please indicate company capacity)

- Director
- Company secretary
- Authorised signatory





# Application Form

## Contact details

Business number (include country and area code)

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Mobile number (include country code)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

## Identification and verification

Please complete the section below if you are a financial adviser identifying and verifying your client.

As the investor's financial adviser, I:

will complete either the relevant investor identification form available at the end of this form or the relevant Financial Services Council, formerly IFSA (FSC) form and any supporting identifying and verifying documents.

or

have identified and verified the investor through the relevant Financial Services Council, formerly IFSA, (FSC) standard identification forms and attached a copy of this completed standard identification form to the application form.

As the investor's financial adviser, I represent and warrant to K2 that I, as applicable:

- have followed and complied with the FSC Guidance Note No. 24 (GN 24) in identifying and verifying the investor and any other applicable anti-money laundering and counter-terrorism financing legislation (AML laws) and will continue to comply with GN 24
- will provide, upon request, original identification and verification records and details of the identification procedures adopted
- have kept a record of the investor's identification and verification and will retain these for a period of seven years after the investor/adviser relationship has ended
- will if requested update and re-verify the investor and provide any other additional information regarding the investor
- will not knowingly do anything to cause K2 to breach AML laws and will notify K2 if I become aware of anything that would cause it to breach AML laws, and
- confirm that the details provided in the identification form are true and correct.

Please note K2 reserves the right to reject the applicable GN 24 form attached to this application form for whatever reason (for example, if it has been incorrectly completed).

Signature of financial adviser

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Date

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





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## Identification Form - Individuals

### Annapurna Microcap Fund

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Please complete this form if you are a new investor with K2 or if you are a financial adviser verifying your client who is a new investor. A separate form is required for each investor in the case of joint holdings. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.

#### If you are a new investor and do not have a financial adviser

1. Please complete the following sections of this identification form in block letters and using a black pen.
2. Section 1 – provide your personal details  
Section 2 – provide FATCA information  
Section 3 – indicate which ID document(s) you are including with your form
3. Make copies of your ID document(s) and arrange for them to be certified. Please refer to the 'Forms' section of our website for more information on getting your documents certified.
4. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

#### If you are a financial adviser verifying your client who is a new investor

1. Please complete the following sections of this identification form in block letters and using a black pen.  
Section 1 – provide your client's personal details  
Section 2 – provide FATCA information  
Section 4 – indicate the ID documents you have verified
2. Include this identification form and certified copies of the ID document(s) (if applicable) with the initial application form when you send it to us.

#### Legal notices

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K2 is committed to ensuring the confidentiality and security of your Personal Information. We handle your Personal Information in accordance with the Privacy Act 1988 and our Privacy Statement, which can be accessed on our website [www.k2am.com.au](http://www.k2am.com.au).









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Website  
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## Identification Form - Australian & Foreign Companies

### Annapurna Microcap Fund

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**Please complete this form if you are a company investing with K2 for the first time or if you are a financial adviser verifying your client. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.**

#### Australian public company

1. Please complete sections 1 and 5 of this identification form in block letters and using a black pen.
2. Include this identification form with your initial application form when you send it to us. You do not need to provide any ID documents.

#### Australian private company

1. Please complete sections 1, 3 and 5 of this identification form in block letters and using a black pen.
2. Section 4 must be completed if your company is not regulated and has shareholders who own, directly or indirectly, more than 25% or the company's issued capital. For this purpose, a regulated company is defined as any company that is licensed and subject to oversight by a statutory regulator, such as ASIC, Australian Prudential Regulation Authority (APRA) or Australian Tax Office (ATO).
3. Include this identification form with your initial application form when you send it to us. You do not need to provide any ID documents.

#### Foreign public company

1. Please complete sections 2, 5 and 6 of this identification form in block letters and using a black pen.
2. Make copies of the relevant ID documents as applicable and arrange for them to be certified. Please refer to the 'Forms' section of our website for more information on getting your documents certified.
3. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

#### Foreign private company

1. Please complete sections 2, 3, 4, 5, 6 and 7 of this identification form in block letters and using a black pen.
2. Make copies of the relevant ID documents and arrange for them to be certified. Please refer to the 'Forms' section of our website for more information on getting your documents certified.
3. Include this identification form and certified copies of your ID documents with your initial application form when you send it to us.

#### Legal notices

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# ■ Identification Form - Australian & Foreign Companies

## Director 1

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

## Director 2

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

## Director 3

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

## Director 4

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

If there are more directors, please provide details on a separate sheet and attach this with your form.

## 4. Major shareholders details

Please complete for private Australian or Foreign companies that are not regulated companies. Provide details of all shareholders who own, directly or indirectly, more than 25% of the company's issued capital.

### Major shareholder 1

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

Residential address. A PO Box/RMB/Locked Bag is not acceptable.

Property name/building name (if applicable)

<input type="text"/>											
Unit	Street number	Street name									
<input type="text"/>	<input type="text"/>	<input type="text"/>									

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country	<input type="text"/>
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# ■ Identification Form - Australian & Foreign Companies

## Major shareholder 2

Title  Full given names

Surname

Residential address. A PO Box/RMB/Locked Bag is not acceptable.  
Property name/building name (if applicable)

Unit  Street number  Street name

Suburb  State  Postcode

Country

## Major shareholder 3

Title  Full given names

Surname

Residential address. A PO Box/RMB/Locked Bag is not acceptable.  
Property name/building name (if applicable)

Unit  Street number  Street name

Suburb  State  Postcode

Country

## 5. FATCA Information (US Foreign Account Tax Compliance Act)

**FATCA Status** (select only ONE of the following categories and provide the information requested)

**United States Company** (A company created in the US, established under the laws of the US or a US taxpayer)

Provide the company's US Taxpayer Identification Number (TIN)

Is the company an exempt payee for US tax purposes?

Yes  No

If the company is a US Company section 5 is complete, proceed to section 6.

**Financial Institution** (A custodial or depository institution, an investment entity or a specified insurance company for FATCA purposes)

Provide the company's Global Intermediary Identification Number (GIIN), if applicable.



# Identification Form - Australian & Foreign Companies

If the company does not have a GIIN, please provide its FATCA status.

If the company is a Financial Institution section 5 is now complete, proceed to section 6.

**Non-Financial Public Company** (Public companies as per section 4 that are not Financial Institutions as described above)

If the company is a Public Company, section 5 is now complete, proceed to section 6.

**Non-Financial Proprietary Company** (Proprietary companies as per section 4 that are not Financial Institutions as described above)

Are any of the beneficial owners (as per section 4) US citizens or residents of the US for tax purposes Yes  No

If yes, provide the name and US Taxpayer Identification Number (TIN) of each beneficial owner who is a US citizen or resident of the US for tax purposes.

Full given name(s)	Surname	US TIN
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## 6. Verification procedure - Foreign companies

### Verification of a Foreign company

Tick <input checked="" type="checkbox"/>	Enclose a certified copy of the following current documents.
<input type="checkbox"/>	<p>The Foreign Company's certificate or registration (or equivalent) issued by the relevant foreign registration/regulatory body indicating all of the following:</p> <ul style="list-style-type: none"> <li>(i) The company's identification/registration number</li> <li>(ii) The date it was incorporated or formed, AND</li> <li>(iii) The company's registered address.</li> </ul>

Note: If the certificate of registration does not indicate any of the above details, enclose certified copies of other documents issued by independent third parties indicating the above details in addition to enclosing the certificate of registration. Documents written in a language other than English must be accompanied by an English translation prepared by an accredited translator.

## 7. Verification procedure - Financial advisers

### Record of verification procedure of a Foreign company

- Either:**
- a. Attach the certified copies of the ID documents (as required under section 6) used to verify your client (and any required translation); OR
  - b. Complete the details below and do not attach copies of the ID documents. By completing this you represent that you have verified your client's company registration, register of members, and each major shareholder's identity according to the verification procedures in section 6.

ID document details	Document 1
Verified from	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document name/type	<input type="text"/>
Document issuer	<input type="text"/>
Issue date	<input type="text"/>
Expiry date	<input type="text"/>

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# ■ Identification Form - Australian & Foreign Companies

Document number	<input type="text"/>
Accredited English translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted
FATCA	The FATCA information is reasonable considering the documentation provided <input type="checkbox"/>

ID document details	Document 2
Verified from	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document name/type	<input type="text"/>
Document issuer	<input type="text"/>
Issue date	<input type="text"/> D D M M Y Y Y Y
Expiry date	<input type="text"/> D D M M Y Y Y Y
Document number	<input type="text"/>
Accredited English translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted
FATCA	The FATCA information is reasonable considering the documentation provided <input type="checkbox"/>

## Financial adviser details

Date verified  D D M M Y Y Y Y

Authorised Representative Number (if any)

Financial adviser name

Phone number

Dealer group name

AFSL number

FATCA  
The FATCA information is reasonable considering the documentation provided



Client Services contact details

Phone  
+61 3 9691 6191

Email  
invest@k2am.com.au

Website  
www.k2am.com.au

## Identification Form - Trusts & Trustees

### Annapurna Microcap Fund

Please complete this form if you are a new investor with K2 or if you are a financial adviser verifying your client who is a new investor. If you make an error while completing this form, do not use correction fluid. Cross out your mistakes and initial your changes.

1. Complete the relevant sections of this identification form, according to the type of trust as set out below, in block letters and using a black pen.
2. Make copies of your ID document(s) as applicable and arrange for them to be certified. Please refer to the 'Forms' section of our website for more information on getting your documents certified.
3. Include this identification form and certified copies of the ID documents with your initial application form when you send it to us.

Type of Trust	Sections to complete
Australian and Foreign registered trusts with individuals as trustees	Sections 1, 2 and 5 or 6. Section 8 for self-managed super funds. Registered trusts (excluding self-managed super funds) do not need to provide ID documents.
Australian and Foreign registered trusts with a public company as trustee	Sections 1, 3 and 5 or 6. Registered trusts do not need to provide ID documents.
Australian registered trusts with a private company as trustee	Sections 1, 3, 4 and 5.
Foreign registered trusts with a private company as trustee	Sections 1, 3, 4, 6 and 9.
Australian unregistered trusts with individuals as trustees	Sections 1, 2, 6, 7 and 8.
Australian unregistered trusts with companies as trustees	Sections 1, 3, 4, 6 and 7.
Foreign unregistered trusts with individuals as trustees	Sections 1, 2, 6, 7 and 8.
Foreign unregistered trusts with companies as trustees	Sections 1, 3, 4, 6, 7 and 9.

### Financial adviser verifying your client

1. Complete the relevant sections of this identification form, according to the type of trust as set out above, in block letters and using a black pen.
2. Either:
  - a. Attach the certified copies of the ID documents used to verify your client (and any required translation)
  - b. Complete section 10 indicating that you have collected and verified your client's identity.
3. Include this identification form and certified copies of ID documents (if applicable) with the initial application form when you send it to us.

### Legal notices

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# ■ Identification Form - Trusts & Trustees

## 2. Individuals trustee details

Please provide details for each individual trustee.

### Trustee 1

Title	Full given names
<input type="text"/>	<input type="text"/>

Surname
<input type="text"/>

Date of Birth (dd/mm/yyyy)
<input type="text"/>

Residential address. A PO Box/RMB/Locked Bag is not acceptable.  
Property name/building name (if applicable)

<input type="text"/>
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Unit	Street number	Street name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country
<input type="text"/>

### Trustee 2

Title	Full given names
<input type="text"/>	<input type="text"/>

Surname
<input type="text"/>

Date of Birth (dd/mm/yyyy)
<input type="text"/>

Residential address. A PO Box/RMB/Locked Bag is not acceptable.  
Property name/building name (if applicable)

<input type="text"/>
----------------------

Unit	Street number	Street name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Country
<input type="text"/>

If there are more trustees, please provide details on a separate sheet and attach this with your form.







# Identification Form - Trusts & Trustees

## 4. Additional information for private companies

Please complete if the company is a private Australian or Foreign company. Do not complete for public and listed companies.

### Directors details

How many directors are there?  Provide full name of each director

#### Director 1

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

#### Director 2

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

#### Director 3

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

#### Director 4

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

If there are more directors, please provide details on a separate sheet and attach this with your form.

### Major shareholder details

Please complete for private companies that are not regulated companies. Provide details of all shareholders who own, directly or indirectly, more than 25% of the company's issued capital.

#### Major shareholder 1

Title	Full given names
<input type="text"/>	<input type="text"/>
Surname	
<input type="text"/>	

Residential address. A PO Box/RMB/Locked Bag is not acceptable.

Property name/building name (if applicable)

Property name/building name (if applicable)											
Unit	Street number	Street name									
<input type="text"/>	<input type="text"/>	<input type="text"/>									
<input type="text"/>	<input type="text"/>	<input type="text"/>									



# Identification Form - Trusts & Trustees

Suburb

State

Postcode

Country

## 5. FATCA Information (US Foreign Account Tax Compliance Act) for Australian Regulated Trusts and Trustees

Regulated super funds (Self-Managed Superannuation Funds, APRA regulated super funds, government super funds or pooled superannuation trusts) are not required to complete section 5 and can proceed to section 7.

### FATCA Status

Provide the Trust or Trustee's Global Intermediary Identification Number (GIIN), if applicable

If neither the Trust nor the Trustee has a GIIN, please provide the Trust's FATCA status

## 6. FATCA Information (US Foreign Account Tax Compliance Act) for Australian Unregulated Trusts and Trustees and Foreign Trusts

Section 6 is not required for Deceased Estates. For Deceased Estates proceed to section 7.

**FATCA Status** (select only ONE of the following categories and provide the information requested)

**United States Trust** (A trust created in the US, established under the laws of the US or a US taxpayer)

Provide the Trust's US Taxpayer Identification Number (TIN)

Is the Trust an exempt payee for US tax purposes?

Yes

No

If the Trust is a US Trust section 6 is complete, proceed to section 7.

**Financial Institution or Trust with a Trustee that is a Financial Institution** (A trust that is primarily established for custodial or investment purposes or a Trust that has a Trustee that is a Financial Institution in its own right)

Provide the Trust or Trustees 's Global Intermediary Identification Number (GIIN), if applicable

If neither the Trust nor the Trustee has a GIIN, please provide the Trust's FATCA status

If the Trust is a Financial Institution or has a Trustee that is a Financial Institution section 6 is complete, proceed to section 7.

**Other** (Trusts that are not US Trusts, Financial Institutions or do not have Financial Institution Trustees)

Are any of the Trust beneficiaries, trustees or settlors US citizens or residents of the US for tax purposes

Yes

No

If the Trustee is a company, are any of this company's beneficial owners (as per section 1) US citizens or residents of the US for tax purposes

Yes

No

Provide the name, address and US Taxpayer Identification Number (TIN) of each beneficiary, trustee, settlor or beneficial owner who is a US citizen or resident of the US for tax purposes. Addresses are only required if they have not already been provided in this form. If there are more the 3 US persons, provide the details of the additional US persons on a separate sheet.



# Identification Form - Trusts & Trustees

## US Person 1

Full given name(s)

Surname

US TIN

Residential Address *(PO Box is NOT acceptable)*




Suburb

State

Country

Postcode

## US Person 2

Full given name(s)

Surname

US TIN

Residential Address *(PO Box is NOT acceptable)*




Suburb

State

Country

Postcode

## US Person 3

Full given name(s)

Surname

US TIN

Residential Address *(PO Box is NOT acceptable)*




Suburb

State

Country

Postcode

## 7. Verification procedure - unregistered trusts

### Verification for Australian and Foreign unregistered trusts

Please enclose a certified copy of ONE of the following documents.

Tick ✓	Select ONE option from this section.
<input type="checkbox"/>	A certified copy or certified extract of the trust deed. The certified extract must confirm the name of the trust.
<input type="checkbox"/>	A notice issued to the trust by a regulatory authority (must not be more than 12 months old).
<input type="checkbox"/>	A letter from a solicitor or qualified accountant that confirms the name of the trust.

Documents written in a language other than English must be accompanied by an English translation prepared by an accredited translator.

## 8. Verification procedure - individuals as trustees

### Verification of individual trustees for self-managed super funds and unregistered Australian trusts

Please enclose a certified copy of ONE of the following current documents for one of the individual trustees of the trust.

Tick ✓	Select ONE option from this section.
<input type="checkbox"/>	Driver's licence (both front and back).
<input type="checkbox"/>	Passport (only pages containing your photo, current date of passport and signature are required).
<input type="checkbox"/>	Any identification card issued under a state or territory law in Australia or by an overseas government which contains your photo, date of birth and signature.





# Identification Form - Trusts & Trustees

## Verification of individual trustees for unregistered Foreign trusts

Please enclose a certified copy of ONE of the following current documents for one of the individual trustees of the trust. The certified copy of the driver's licence or passport must show the individual's signature. If it does not, please have the trustee sign their name on the certified copy of the document.

Tick <input checked="" type="checkbox"/>	Select ONE option from this section.
<input type="checkbox"/>	Driver's licence (must show the photo, date of birth, address and signature).
<input type="checkbox"/>	Passport (only pages showing the photo, current date of passport, date of birth and signature are required).

## 9. Verification procedure - companies as trustees

### Verification of a Foreign company

Please enclose a certified copy of the following documents.

Tick <input checked="" type="checkbox"/>	Enclose a certified copy of the following current documents.
<input type="checkbox"/>	The Foreign Company's certificate or registration (or equivalent) issued by the relevant foreign registration/regulatory body indicating all of the following: (i) The company's identification/registration number (ii) The date it was incorporated or formed, AND (iii) The company's registered address.

Note: If the certificate of registration does not indicate any of the above details, enclose certified copies of other documents issued by independent third parties indicating the above details in addition to enclosing the certificate of registration.

## 10. Verification procedure - Financial advisers

### Record of verification procedure

- Either:**
- Attach certified copies of the ID documents (as required under sections 7, 8 and/or 9) used to verify your client (and any required translation); OR
  - Complete the details below and do not attach copies of the ID documents. By completing this you represent that you have verified your client's trust and trustee details according to the verification procedures in sections 7, 8 and/or 9.

ID document details	Document 1
Verified from	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document name/type	<input type="text"/>
Document issuer	<input type="text"/>
Issue date	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y
Expiry date	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y
Document number	<input type="text"/>
Accredited English translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted
FATCA	The FATCA information is reasonable considering the documentation provided <input type="checkbox"/>



# Identification Form - Trusts & Trustees

ID document details	Document 2
Verified from	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document name/type	<input type="text"/>
Document issuer	<input type="text"/>
Issue date	<input type="text"/>
Expiry date	<input type="text"/>
Document number	<input type="text"/>
Accredited English translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted
FATCA	The FATCA information is reasonable considering the documentation provided <input type="checkbox"/>

## Financial adviser details

Date verified

Authorised Representative Number (if any)

Financial adviser name

Phone number

Dealer group name

AFSL number

FATCA

The FATCA information is reasonable considering the documentation provided



**Client Services contact details**

**Phone**  
+61 3 9691 6191

**Email**  
invest@k2am.com.au

**Website**  
www.k2am.com.au

# Tax Information Form

## Why you need to complete this form

The Foreign Account Tax Compliance Act (**FATCA**) and Common Reporting Standard (**CRS**) are regulatory requirements that aim to deter tax evasion by US and other foreign taxpayers. The Australian and many other foreign Governments (through their tax offices) have an agreement which means we must ask you, and you must answer, these questions. Information we gather is reported to the Australian Taxation Office (**ATO**) and in turn to global tax authorities. For more information, visit ato.gov.au.

If you are unsure of any of the answers, please contact a legal or accounting professional.

## Which sections of the form should you complete?

- Superannuation funds, testamentary trusts, registered charities – **Section 1**
- Individuals – **Section 2**
- Companies and other trusts – **Section 3**

## What if more than one person is applying?

Each individual investor will need to complete a copy of this form.

**HELP**

**Tell me about tax residence**

You can be a resident of more than one country for tax purposes. Whether you are tax resident of a particular country for tax purposes is often based on the amount of time you spend in a country and the location of your residence and/or place of work. If you pay tax or have a tax liability somewhere, you are probably a tax resident there. Dual citizenship often brings dual tax residency. It depends on the country. For the US, tax residency can be as a result of citizenship or residency for tax purposes.

If you're unsure, ask someone who knows, usually your accountant.

## SECTION 1 SUPERANNUATION FUNDS AND OTHER SPECIAL TRUSTS

### 1. Are you a superannuation or other special type of trust?

- I am the trustee of a **regulated superannuation fund**, or this includes a self-managed superannuation fund
- I am a trustee of a **testamentary trust**, or
- I am a trustee of a **registered charity**

**HELP**

**Regulated superannuation fund:** means self-managed superannuation funds, APRA regulated superannuation funds, Australian Government or semi-government superannuation funds and pooled super trusts.

**Testamentary trust:** this is a trustee of a trust set up in a deceased's will.

### Where to now?

- I ticked a box ► go to **Section 4 Signatures**
- I did not tick a box ► go to **Section 2** if you are an individual, or **Section 3** if you are a company or another type of trust

## SECTION 2 INDIVIDUALS

Do not complete **Section 2** if you are a non-superannuation trustee or you are a company ► complete **Section 3** instead.

### 2. Are you a US resident for tax purposes?

- No ► go to **question 3**
- Yes – please tell us your TIN ► go to **question 3**

**HELP**

**What is a TIN?**

This is short for Taxpayer Identification Number, an identification number issued or used by tax authorities. In Australia, the equivalent is the tax file number (TFN). For the US, it could for example be a US Social Security Number, a US Individual Taxpayer Identification Number or a US Employer Identification Number. In other countries, it may have a different name.

**3. Are you a resident of any other country for tax purposes?**

Other than the US or Australia.

No ► go to **Section 4 Signatures**

Yes – **please tell us which ones**, using the following table.  
► then go to **Section 4 Signatures**

**HELP**

**No TIN? Reasons we accept are:**

**#1** This country does not issue TINs

**#2** I have asked for a TIN, but have not yet been given one – **you must tell us when received**

**#3** The laws of this country do not require me to disclose my TIN

**#4** I have an exemption under the laws of this country from holding a TIN – **write a code or give us details**

	Country	TIN	No TIN? Which reason? See HELP box above
1.			
2.			
3.			
4.			

**SECTION 3 COMPANIES AND NON-SUPERANNUATION TRUSTS**

**4. Are you a US resident for tax purposes?**

No ► go to **question 5**

Yes – **please tell us your TIN** ► then go to **question 5**

TIN

**HELP**

**What is a TIN?**

See HELP box on the previous page.

**5. Are you a resident of any other country for tax purposes?**

Other than the US or Australia.

No ► go to **question 6**

Yes – **please tell us which ones**, using the following table.  
► then go to **question 6**

**HELP**

**No TIN? Reasons we accept are:**

**#1** This country does not issue TINs

**#2** I have asked for a TIN, but have not yet been given one – **you must tell us when received**

**#3** The laws of this country do not require me to disclose my TIN

**#4** I have an exemption under the laws of this country from holding a TIN – **write a code or give us details.**

	Country	TIN	No TIN? Which reason? See HELP box above
1.			
2.			
3.			
4.			

## 6. Are you a 'financial institution'?

Be careful – financial institution is broadly defined – see HELP box

- Not relevant - I wrote my TIN in question 4 ► go to **question 7**
- No ► go to **question 7**
- Yes – **please tell us your GIIN – see HELP box**

GIIN

### Where to now?

- I ticked YES and completed my GIIN ► go to **question 7**
- I ticked YES but did not write a GIIN – tell us below why you did not write a GIIN ► then go to **question 7**

- Excepted Financial Institution
- Deemed Compliant Financial Institution
- Exempt Beneficial Owner
- Non-participating Financial Institution
- Non-reporting IGA Financial Institution
- Sponsored financial institution – their GIIN is

GIIN

## 7. Are you a public company listed on a stock exchange?

- No ► go to **question 8**
- Yes ► go to **Section 4 Signatures**

## 8. Are you 'active' or 'passive'?

- I am an 'active' non financial entity ► go to **Section 4 Signatures**
- I am a 'passive' non financial entity ► go to **question 9**

### HELP

#### What is a GIIN?

This stands for Global Intermediary Identification Number. GIINs are 19 digits long, issued by US tax authorities (the IRS) to non US financial institutions and sponsoring entities for purposes of identifying their registration with the IRS under US tax laws (called FATCA).

### HELP

#### What is a financial institution?

This includes:

- **an investment entity** - any entity that conducts certain activities or operations for or on behalf of a customer, including:
  - 'trading in money market instruments' and other relevant instruments
  - 'individual and collective portfolio management'
  - 'investing, administering, or managing funds or money on behalf of other persons'.

However, any trading, investing, administering or managing of **financial assets** on behalf of other persons must be done **as a business**. Note that **financial assets** does not include direct interests in real property.

An entity is also an investment entity if it is managed by another entity that is an investment entity.

An investment entity is generally only capable of including a trust if the trust's gross income is primarily attributable to investing, reinvesting, or trading in financial assets and the trust is managed by an entity that is a financial institution in its own right or otherwise is primarily conducting a business of trading, investing, managing or administering financial assets on behalf of other persons.

So, as general rules:

- managed investment schemes are investment entities
- trusts with professional corporate trustees (and often professional corporate investment managers) often are investment entities, such as unregistered (wholesale) managed investment schemes
- discretionary family trusts are not usually investment entities, even if they have someone managing the trust's assets for them.

The ATO gives some help in this, and it's worth seeking advice if you are unsure:

[ato.gov.au/General/International-tax-agreements/In-detail/International-arrangements/FATCA-detailed-guidance](http://ato.gov.au/General/International-tax-agreements/In-detail/International-arrangements/FATCA-detailed-guidance)

- **a depository institution**  
you accept deposits in the ordinary course of a banking or similar business e.g. a bank
- **a custodial institution**  
a substantial portion of your business (20 per cent plus of gross income) is held in financial assets for the account of others e.g. a custodian
- **certain prescribed entities**  
e.g. types of insurance companies that have cash value products or annuities.

### HELP

#### What is 'active' and 'passive'?

- **If you are answering this question, then relevant tax laws categorise you as a 'non-financial entity'.**
  - **We require less information from active non-financial entities, and more information from passive non-financial entities.**
  - **Please tell us if you are active or passive.**
  - **You are active if you are not passive.**
  - **Passive: because our income and assets are mostly passive.**  
During the previous financial year, 50% or more of our gross income was passive income and 50% or more of our assets during that financial year were assets that produced or were held for the production of passive income. Passive assets are assets such as equities and debt securities that produce investment income such as dividends, interests, royalties and annuities.
  - **Passive: because we are not really a business.** We are established and operated exclusively for: religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; as a professional organisation, business league, chamber of commerce, labour organisation, agricultural or horticultural organisation, civic league; or as an organisation operated exclusively for the promotion of social welfare.
  - **Passive: because we are exempt from Australian income tax.**
  - **Other categories of passive?** They exist but are less common.
- Get advice if you are unsure.

**9. Do you have any 'controlling persons' who are resident of another country for tax purposes?**

I am passive, and **YES** I do have controlling persons who are resident of another country for tax purposes

Complete the **controlling persons details** in the table below

▶ then go to **Section 4 Signatures**.

If there is not enough room in the table, please copy the page and attach it to your completed form.

I am passive, but **NO** I do not have controlling persons who are resident of another country for tax purposes

It would be unusual to think of no-one. Please read the **HELP** box. If you're sure ▶ go to **Section 4 Signatures**.

**HELP**

**Controlling persons**

- **Controlling persons** are the natural persons who:
  - are residents of another country for tax purposes, and
  - exercise **practical control** over you.
- When thinking about control, start by thinking about the people who have ownership interests:
  - if you are a **company**, think first about shareholders
  - if you are a **discretionary trust**, list the beneficiaries who were paid a distribution this financial year
  - if you are trustee of a **deceased estate**, the executor is usually the person in control
  - if you are **another type of trust** (perhaps a unitised investment trust), think first about the unit holders or beneficiaries, and also consider the role of any 'settlor'.
- For companies, use 25% as a touchstone – if a person holds 25% of more of the issued capital or voting rights, best to list them.
- For trusts (other than discretionary trusts), law requires that you list all beneficiaries, and also requires that you drill down through the chain of control or ownership to find the natural persons that ultimately control the trust.
- Where no natural persons exercise control through ownership, consider who might exercise control through other means – directors and perhaps senior managing officials.

**Controlling person**

Title  Given names

Surname

Date of birth (DD/MM/YYYY)  
 /  /

City and country of birth

Residential address  
 Number  Street name

Suburb/City  State

Post code/Zip  Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Controlling person**

Title  Given names

Surname

Date of birth (DD/MM/YYYY)  
 /  /

City and country of birth

Residential address  
 Number  Street name

Suburb/City  State

Post code/Zip  Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Controlling person**

Title Given names

Surname

Date of birth (DD/MM/YYYY)

City and country of birth

Residential address

Number Street name

Suburb/City

State

Post code/Zip Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Controlling person**

Title Given names

Surname

Date of birth (DD/MM/YYYY)

City and country of birth

Residential address

Number Street name

Suburb/City

State

Post code/Zip Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Controlling person**

Title Given names

Surname

Date of birth (DD/MM/YYYY)

City and country of birth

Residential address

Number Street name

Suburb/City

State

Post code/Zip Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Controlling person**

Title Given names

Surname

Date of birth (DD/MM/YYYY)

City and country of birth

Residential address

Number Street name

Suburb/City

State

Post code/Zip Country

	Country of tax residence	TIN	No TIN? Which reason? See HELP at questions 3 or 5
1.			
2.			
3.			
4.			

**Important information**

Nothing in this form is advice (and any 'help' is general guidance only). Seek professional advice to be sure of your answers.

It is a condition of investing that you keep your details (including tax details) with us, up to date. We recommend that you review this tax information form at the end of the financial year and update your details if required. You must contact us when you learn new things about the matters in this form. Failing to update us can have tax and other consequences. You can update us by requesting and completing this form again and emailing, faxing or posting it to our Unit Registry.

By completing and signing this form:

- you represent having read and understood this form
- you represent this form is complete and accurate
- if you have applied for but not received your TIN or GIIN, you undertake to inform us within 30 days of receiving it
- you undertake that if information in this form changes, you will tell us within 30 days.

**How to sign**

**Individual:** sign in the left box, and have someone witness in the right box. If you are investing jointly, you need a separate form for each individual.

**Company:** two directors, or a director and a secretary sign, or if you are a sole director company, that sole director signs in the left box and a witness in the right box.

**Signature**

Please print full name

Date (DD/MM/YYYY)

**Signature**

Please print full name

Date (DD/MM/YYYY)