

# Financial Services Guide

## Grow Your Wealth Pty Ltd - AFSL 403509

*A guide to our relationship with you*

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This Financial Services Guide ('**FSG**') is an important document designed to assist you in deciding whether to use any of the services offered by Grow Your Wealth Pty Ltd, ABN 60 130 727 981, ("**Grow Your Wealth**"). It provides you with an understanding of what to expect from your interactions with Grow Your Wealth.

This FSG explains the services we can offer to you and the types of products we offer. It also explains how we (and other related persons) are remunerated for these services, and includes details of our complaints handling procedures and how you can access them.

This Financial Services Guide is only complete when the adviser profile is provided.

### **Who are we?**

Grow Your Wealth is a holder of Australian Financial Services License 403509.

Grow Your Wealth can be contacted at Unit 3, 69 Eyre Street, North Ward QLD 4810.

### **What financial services does Grow Your Wealth provide?**

Grow Your Wealth is authorised to provide the financial services detailed below:

Provide financial product advice and deal on behalf of others in the following financial products:

- ✳ Basic and non basic deposit products;
- ✳ Derivatives;
- ✳ Debentures, stocks or bonds;
- ✳ Interests in managed investment schemes including Investor Directed Portfolio Services;
- ✳ Securities;
- ✳ Superannuation;
- ✳ Investment Life insurance and Life risk insurance;
- ✳ Standard margin lending products;

Grow Your Wealth is authorised to deal (by way of issue) in relation to the following products:

- ✳ Derivatives.

Whilst Grow Your Wealth is authorised in its own right to provide the above named services, Grow Your Wealth advisors may be authorised by Grow Your Wealth to provide all, or only some, of those financial services. The products and services they are authorised to provide will depend on their experience and qualifications with respect to each product or service.

### **Documents you may receive from us**

**Statement of Advice ('SoA')** – the SoA will set out the advice you have received or will receive, if the advice is not time critical. The SoA will be based upon the information you have provided to your Advisor.

You will receive a SoA when you receive advice for the first time, or where you have notified your Advisor that your financial circumstances have materially changed. It is important that you notify your Advisor where your circumstances have changed so that your Advisor may consider the impact that your change in circumstance may have on your current investment strategy or financial planning advice provided.

If your Advisor gives you advice, and subsequently gives you further advice, you may request a record of the further advice that is provided to you (if you have not already been provided with a record of the further advice). You can request such a record by contacting us using the details set out above (under 'Who are we?'). You may request a record of the further advice within 7 years after the date on which the advice was provided.

**Product Disclosure Statement ('PDS')** - this is a document that provides you with information about a financial product and the entity that issues the financial product (the Issuer). We must provide you with a PDS about a financial product when:

- ✳ We recommend that you acquire the financial product; or
- ✳ We offer to issue, or to arrange to issue, the financial product to you.

The PDS must contain information about the financial products, for example its features, benefits, fees and associated risks, to enable you to make an informed decision, whether or not to acquire it.

We are not required to give you a PDS where you are dealing in ASX listed equity securities and warrants.

You may also receive other documents when Grow Your Wealth provides services or products to you.

#### **How are we paid for providing the financial services?**

Any payments we receive will be generally based on the amount you pay for the services and may vary from one Financial Product Issuer to another. Details of the payments we receive are contained in the Product Disclosure Statements for most Financial Product Issuers available from your Advisor.

Grow Your Wealth will advise of any commissions, fees or other benefits prior to the transaction, where possible, in actual dollar amounts verbally, and where a SOA or confirmation is issued, in the written SOA or confirmation. When personal advice is given, if the remuneration (including commission) or other benefits are to be calculated this will be disclosed at the time the personal advice is given or as soon as practicable after that time.

#### **How are any commissions, fees or other benefits calculated for providing the financial services?**

There are a number of ways we may be remunerated for our services depending on the type of financial service you receive.

Grow Your Wealth is generally remunerated through deductions made by the product or service providers from any initial investment or premium paid by you. Some product and service providers also pay Grow Your Wealth an ongoing remuneration out of their revenue for the period of time you hold the product.

From these fees, your Advisor will receive a salary, bonus or other remuneration (including profit share) based on a combination of revenue and non financial measures that relate to compliance, staff training and the quality of service as outlined in the Advisor Profile.

Details of all fees and commissions will be detailed in your SoA,

#### **1. Brokerage Commission**

Grow Your Wealth is remunerated by retaining part of the brokerage you are charged on your contract note when Grow Your Wealth executes your market order as your execution agent. For market transactions, Grow Your Wealth receives its share of the brokerage, commission and fees from Pershing Securities Australia Pty Ltd ACN 136 184 962 (**Pershing**) or any other third party clearing agent that Grow Your Wealth may appoint from time to time ("**Third Party Clearer** ") after clearing related costs have been deducted. Your Advisor will receive remuneration as outlined in the Advisor Profile and any SoA provided to you.

#### Brokerage Rates

Brokerage rates are determined by you and your Advisor and may be applicable to all transactions or a single transaction.

The brokerage rate will be dependent on the type and level of service required and provided and the size and frequency of transactions. Brokerage is payable on all local and international securities, options and warrant transactions and as a payment for services.

As a guide, the minimum brokerage charged may range between \$175 and 1.75% per transaction plus GST.

#### *Example – ASX Listed products*

If you buy \$25,000 worth of ABC shares, and your brokerage rate is 1.75%, the brokerage charged by Grow Your Wealth would total \$437.50 + GST, a total of \$481.25. From this, your Advisor will receive remuneration as outlined in the Advisor Profile and any SoA provided to you.

#### **2. Other Commission Sources**

Grow Your Wealth may receive commissions paid by Financial Product Issuers (eg. product issuer, fund manager, cash management trust provider or life insurance company).

##### i. Initial Public Offering and New Issues

You will not be charged brokerage in connection with subscriptions for shares in floats, new issues and placements. However, Grow Your Wealth may receive handling fees or underwriting fees from the issuer. This fee will be disclosed in the documentation relating to the issue. If an issuer offers any incentive then it will be disclosed. Your Advisor will receive remuneration from this residual amount as outlined in the Advisor Profile and any SoA provided to you.

#### *Example – New Public Offering*

If you apply for \$10,000 worth of securities in an initial public offering and the issuer is paying a 2% handling fee to Grow Your Wealth, Grow Your Wealth will receive \$200. Your Advisor will receive remuneration from this residual amount as outlined in the Advisor Profile and any SoA provided to your office or advisers.

ii. Ongoing/Trailing commissions

Grow Your Wealth will receive a trailing commission from a Product Issuer from the time you invest in a particular product. In respect of cash management accounts and other deposit products, this ranges between 0 and 0.66% per annum, on the total funds invested.

Grow Your Wealth does not provide its own margin lending facilities. Should you utilise a margin lending facility, we may receive a trailing commission of up to 0.50% plus GST.

iii. Investment Life and Life Risk Insurance

Grow Your Wealth may receive upfront and on-going payments from the Insurance Provider at the time you contract. Payments are generally calculated as a percentage of your annual premium and are generally between 8% and 121% of the annual premium.

iv. On-market Warrant purchases

We may receive incentive fee payments from those Product Issuers (warrant issuers) as disclosed in the relevant Issuer Offering Circulars. These fees range between 1% and 2.2% of the on-market transaction value.

### 3. Fee for Service Remuneration

i. Financial Planning

A fee may be payable for the preparation and/or review of a Financial Plan and for the provision of financial advice. We charge an hourly rate of \$175.00 per hour. The fee charged will be based on the time taken to provide the advice and prepare the necessary Statement of Advice.

ii. Private Wealth Management (PWM)

If you utilise PWM, you will be charged an annual fee based on the level of funds under administration ("FUA"), deducted from your nominated account on a quarterly basis in accordance with your agreement with the MPS provider. As an indicative guide, the annual fee may be as follows;

|                        |                                   |
|------------------------|-----------------------------------|
| \$0 to \$250,000       | 1.2% plus GST (Minimum fee \$400) |
| \$250,000 to \$500,000 | 0.9% plus GST                     |
| \$500,000 and above    | 0.6% plus GST                     |

For example, should you have a portfolio of FUA on PWM for \$1,000,000, your annual fee, inclusive of GST, would be \$9,075 or 0.907%. PWM would deduct \$2,268.75 per quarter from your nominated account. The amount your Adviser will receive will be advised to you in the PWM agreement, the Adviser Profile and any SoA provided to you.

### 4. Non Trading Related charges

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|---|---|
| <b>Fail Fee-Buy</b><br><br>(This fee is payable if your CMT account or margin lending account does not have sufficient funds in respect of a buy trade) | \$110.00 per day + corresponding penalty fees           |
| <b>Fail Fee-Sell</b><br><br>(This fee is payable if you fail to provide the relevant financial products in respect of a sell order)                     | \$110.00 per day + corresponding penalty fees+ ASX fees |
| <b>Options Fail Fee</b><br><br>(This fee is payable if your CMT account or margin lending account   | \$110.00 per day + corresponding penalty fees           |

|   |                                    |
|---|------------------------------------|
| does not have sufficient funds in respect of an options trade or margin call)   |                                    |
| <b>Penalty Fees</b><br><br>(Penalty fees are charged by us to you on any outstanding amounts owed us to in respect of brokerage fees and in respect of any funds required for settlement of a purchase transaction) | 15% p.a. on all outstanding monies |
| <b>Security holder Reference Number ("SRN") Enquiry</b>   | \$22.00                            |
| <b>Re-booking Fee</b><br><br>(This fee is payable when you execute a trade in an incorrect account and the trade has to be cancelled and rebooked to the correct account)   | \$33.00                            |
| <b>Off Market Transfer</b>  | \$55.00                            |
| <b>Posted Contract note</b>   | \$1.10                             |

Notes to the fees:

1. Transaction prices are on a per trade or per side (if options) basis
2. Prices and charges are negotiable in certain circumstances. Please contact your Adviser for further information.
3. All non-trading related charges above are GST inclusive.
4. All ASX charges incurred on your behalf will be charged to your account

**Other Fees and Charges**

Third Party Clearers may charge for additional services provided, such as completing off-market transfers or late settlement penalties, as disclosed in their FSG.

Grow Your Wealth may also receive fees and payments as follows:

- ✪ from external service providers where we have referred you to them for expert advice (eg. insurance or mortgage agent);
- ✪ from financial product issuers for assistance in training of advisers or marketing of their financial products; and
- ✪ volume bonuses and other incentives directly from financial product providers although percentages will vary with each Issuer.

Your Advisor may be an employee of Grow Your Wealth or its related entities so may receive salary, bonus or other remuneration from Grow Your Wealth in addition to remuneration described in this FSG. Some of the Advisors are shareholders of the holding company of Grow Your Wealth, or its related entities.

**How can you transact with us?**

You may place orders with your Advisor, either in person, by telephone, email, letter or facsimile.

Your order will be executed through Grow Your Wealth and settled through Penson or other nominated third party clearer. The method by which Grow Your Wealth will accept your instructions will be subject to trading arrangements determined between you and your Advisor.

To be broker sponsored, you will need to enter into a CHESSE Sponsorship Agreement with Pershing. This forms part of your account opening documentation with Grow Your Wealth.

All of Grow Your Wealth's terms and conditions are available from Grow Your Wealth's website; "www.growyourwealth.com.au".

### **Your privacy**

We are committed to safeguarding your privacy and the confidentiality of your personal information. We will only collect personal information from or about you, which is relevant to the financial services we provide to you. We will limit the release of personal information and will share information only when necessary to administer your account or when required to by law. We maintain strong security controls to ensure that the personal information in our files and computers is protected.

You have the right to correct your personal information, or obtain access to it. If you would like a copy of our Privacy Policy, please refer to our website at [www.mincfinancialservices.com.au](http://www.mincfinancialservices.com.au) or for further information in relation to privacy issues, contact the Privacy Officer, Grow Your Wealth, Unit 3, 69 Eyre Street, North Ward QLD 4810.

### **Complaints**

If you are not happy with the service or advice you receive from Grow Your Wealth, you are entitled to lodge a complaint. In the first instance, contact your Advisor. If unsatisfied with the response call us on 07 4771 4577 or write to The Compliance Manager at:

Grow Your Wealth Pty Ltd  
PO Box 669  
Townsville QLD 4810

If you are still not satisfied with Grow Your Wealth's resolution of any complaint, you may refer your complaint to the Financial Ombudsman Service (**FOS**), of which Grow Your Wealth is a member. FOS can be contacted at:

PO Box 579 Collins Street West  
Melbourne Vic 8007  
Telephone: 1300 780 808  
Facsimile: (03) 9621 2291  
Email: [fics@fics.asn.au](mailto:fics@fics.asn.au)  
Internet: [www.fics.asn.au](http://www.fics.asn.au)

You may also make a complaint to ASIC via their free call Infoline on 1300 300 630.

### **Compensation arrangements**

We hold a professional indemnity insurance policy suitable for our business. This seeks to ensure that we are able to compensate you if you suffer any loss as a result of us (or any of our representatives) breaching our legal obligations to you. These arrangements satisfy the requirements set out under section 912B of the Corporations Act.