


AFS Licensee Registration

This Australian Finance Services (AFS) Licensee Registration documents the agreement between Mercer Super Trust (Mercer Super) and the AFS Licensee in relation to:

 This form can be completed digitally or by hand with a black or blue pen in uppercase with one character per box.

1. Payment of advice fees to the AFS Licensee, including that Mercer Super is permitted to issue recipient created tax invoices (RCTI's) to the AFS Licensee.
2. The circumstances in which Mercer Super will pay an advice fee in respect of advice provided by the AFS Licensee's Authorised Representatives.
3. The requirement to provide evidence of advice being provided to member that meets the sole-purpose test.

Step 1: AFSL Details

AFSL licensee name

AFSL number

Details

Office address

Suburb State Postcode

Postal address (if different from above)

Suburb State Postcode

Daytime phone number Mobile phone number
 -

Email address

Step 2: Review and Monitoring of Advice Fee Consent

To ensure Mercer Super can continue to meet its obligations under the SIS Act, Mercer Super is required to monitor advice fee payments from Mercer Super member accounts. Mercer Super will periodically review Advice Fee Deduction requests and payment of Advice Fees to ensure that they meet the requirements set out in Advice Fee Deduction form.

- Mercer Super may request information and/or advice documents from the AFS Licensee or its Authorised Representatives from time to time to ensure Mercer Super can continue to meet its Trustee oversight obligations. Mercer Super will keep the documents confidential and will hold them in accordance with the Privacy Act 1988 (Cth) (including the Australian Privacy Principles).
- The AFS Licensee agrees that Mercer Super Advice Fee Deduction form is not a substitute for, and must not be used to satisfy, any consent or disclosure obligation imposed on the AFS Licensee or its Authorised Representatives under the Corporations Act 2001 (Cth) (including the rules relating to the charging of ongoing advice under Part 7.7A Corporations Act).
- The AFS Licensee agrees that Mercer Super can request the aforementioned information from either the Authorised Representative or from the AFS Licensee.

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Step 2: Review and Monitoring of Advice Fee Consent

Please select ONE of the following options

- We request that Mercer Super obtains information and/or advice documents directly from our financial advisers
- We request that Mercer Super obtains information and/or advice documents directly from contact listed below:

Name

Position

Email address

Phone number

Mercer Super communicating with AFS Licensees

We are committed to keeping you up to date with any changes that might impact the way we work together. To do this, we need to know who's the best person within your business to contact and how to contact them.

Please provide contact information for your AFS Licensee:

Name

Position

Email address

Phone number

Step 3: Recipient Created Tax Invoice (RCTI) for Mercer Superannuation (Australia) Limited

Recipient Created Tax Invoice Agreement for Mercer Superannuation (Australia) Limited

This Agreement will enable Mercer Superannuation (Australia) Limited to prepare Recipient Created Tax Invoices ("RCTI's"). Please read it carefully and complete the details below. This agreement should be then returned to Mercer Superannuation (Australia) Limited.

This agreement is made between the Recipient and the Supplier on the date specified below:

1. The Recipient acknowledges and agrees that it:
 - a. can issue tax invoices in respect of the supplies;
 - b. is registered for GST and that it will notify the supplier if it ceases to be registered or if it ceases to satisfy any of the requirements for the issuance of a RCTI; and
 - c. indemnifies the supplier for any liability for GST and penalty that may arise from an understatement of the GST payable as a result of an error by the recipient on any supply of which it issues a RCTI.
2. The Supplier acknowledges and agrees that:
 - a. it will not issue tax invoices in respect of the supplies;
 - b. it is registered for GST and that it will notify the recipient if it ceases to be registered;
 - c. the ABN specified below is true and correct; and
 - d. it will be bound by these terms and conditions.

Where:

"Supplier" is the entity specified as the Supplier below.

"Supplies" is the provision of services for which the commissions are paid

"Recipient" is Mercer Superannuation (Australia) Limited ABN 79 004 717 533

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Step 3: Recipient Created Tax Invoice (RCTI) for Mercer Superannuation (Australia) Limited

Supplier Australian Business Number (ABN)

Legal name of supplier

Trading name of supplier

Signed for on and behalf of the supplier

Date

Authorised signatory name

Authorised signatory position

Company Details

Company name

Address

Suburb

State

Postcode

Telephone

Fax

Email

Remittance advice via

 Email Fax Post

I/We hereby agree for all payments by Mercer Superannuation (Australia) Limited for goods and services supplied to be made by way of direct credit to the bank account details below.

I/We hereby guarantee that the following details are correct, and agree to indemnify Mercer Superannuation (Australia) Limited against any loss or damage suffered if the details provided are incorrect.

The information provided will be used solely for financial management and will not be used for any other purpose.

Banking details for Electronic Funds Transfer (EFT) payment

Name of Institution

Branch name

BSB

Account number

Account Holder Name

Step 4: AFS Licensee Declaration

I/We hereby agree for all payments by Mercer Superannuation (Australia) Limited for goods and services supplied to be made by way of direct credit to the bank account details above.

I/We hereby guarantee that the enclosed details are correct, and agree to indemnify Mercer Superannuation (Australia) Limited against any loss or damage suffered if the details provided are incorrect.

The information provided will be used solely for financial management and will not be used for any other purpose.

Where Member Information is obtained by the AFS Licensee or its Authorised Representatives, the AFS Licensee agrees that it will keep the Member Information confidential and secure and will only use and disclose the Member Information (and will ensure that its Authorised Representatives only use and disclose the Member Information):

- In accordance with the Privacy Act 1988 (Cth) (including the Australian Privacy Principles)

The Supplier acknowledges that the Recipient can issue tax invoices in respect to the provision of advice services provided by financial advisers listed on ASIC's financial adviser register in respect of the Supplier as an AFS Licensee.

The Supplier acknowledges that it is registered for the goods and services tax ('GST') at time of submitting this AFS Licensee Agreement, and agrees to notify the Recipient if it ceases to be registered for GST.

The Recipient acknowledges that it is registered for GST and agrees to notify the Supplier if it ceases to be registered for GST. Both the Recipient and Supplier agree that they are parties to this RCTI agreement.

The Recipient and Supplier agree that the terms of this RCTI agreement are automatically modified in accordance with current GST law and Tax Rulings as required for the issuance of a RCTI from time to time.

Bank account details can only be updated by the submission of a signed updated AFS Licensee Registration form. Requests payment having complied with any terms separately agreed between the Recipient and the Authorised Representative.

The AFS Licensee agrees it is the AFS Licensee's responsibility to ensure that members of the Mercer Super Trust who participate in Mercer Super Trust's advice fee offering receive the financial advice that is paid to the Licensee in respect of those members.

The AFS Licensee agrees to the terms set out in this AFS Licensee Registration.

The AFS Licensee declares that it understands Mercer Super's advice fee payment conditions and sole purpose test obligations.

The AFS Licensee agrees that the payment of advice fees from a member's account is at the discretion of the Recipient.

Signatory 1

Name

Position

Signature here

Date

Signatory 2

Name

Position

Signature here

Date

Please return completed form to: advice.services@mercer.com

It will take up to 2 weeks to process. We will send your nominated contact person an email once registration is complete.