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# **Margin Loan**

# Incorporated Statements Dated 9 November 2023

#### **Important Information**

The Ord Minnett Margin Loan is issued by Leveraged Equities Limited (ABN 26 051 629 282, AFSL 360118) referred to as Leveraged Equities, Leveraged or the Lender. Leveraged Equities is a subsidiary of Bendigo and Adelaide Bank Limited (ABN 11 068 049 178, AFSL 237879). This document has been prepared by Leveraged Equities and is dated the date above. The information in this document forms part of the Ord Minnett Margin Loan Product Disclosure Statement dated 9 November 2023 or later (the PDS). Certain capitalised terms in this document have the meaning given in Section 9 of the Ord Minnett Facility Terms and Conditions (Facility Terms and Conditions). References in this document to the Product Guide means the Ord Minnett Margin Loan Product Guide dated 9 November 2023 or later.

Ord Minnett Limited (ABN 86 002 733 048 AFSL 237121) (Ord Minnet) distributes the Ord Minnett Margin Loan but does not lend money under the Ord Minnett Margin Loan. Any obligations of the Lender under the Ord Minnett Margin Loan are not deposits with or liabilities of Ord Minnett. Ord Minnett agrees to be named in this document but Ord Minnett did not cause this document to be issued and takes no responsibility for the contents of this document. The Client Service Team are representatives of the Lender.

#### **Contact Leveraged**

For more information or to obtain a copy of the PDS or Incorporated Statements, speak to your Financial Adviser or contact the Customer Service Team.

**Call** (02) 8282 8251

(8:30am - 5:30pm Sydney time, Monday to Friday)

Visit leveraged.com.au/ords

Email customerservice@leveraged.com.au

Post GPO Box 5388, Sydney NSW 2001

#### 1. Potential Benefits

### Increase the amount you have available to invest

Borrowing to acquire an asset is called gearing or leverage. The net return on an investment includes growth in its value plus distributions less transaction costs and taxes. If, over your planned investment horizon, the net return on your investment exceeds your borrowing costs then by borrowing to invest you will generally earn a higher after-tax return than if you had invested without borrowing.

#### Diversify an existing portfolio without selling

You may be able to borrow against a portfolio of Acceptable Investments that you already own. You can then use the borrowed money to acquire other investments without selling your existing portfolio. These investments may be in a different range of asset classes, industries and companies. Investing in a range of different assets is called diversification and it is a financial technique that may reduce the risks associated with investing. Whether diversification changes your risk depends on your investment and borrowing decisions and your particular circumstances.

### Manage your investments with the help of a flexible facility

There is no set date to repay the money you borrow although events may occur that result in your loan becoming due for payment in a very short period. Refer to section 3.4 in the Product Guide for details about Margin Calls and section 3.9 for details about Gearing Adjustment, Default and Termination. The Margin Loan has a number of flexible features including:

- · a variety of ways to pay interest;
- a variety of Acceptable Investments including listed securities, marketable instruments, managed funds and some deposit accounts;
- borrowers can be individuals, companies or a trustee on behalf of a trust (except self-managed superannuation funds);
- you can arrange for another person to be a Guarantor which may suit your overall financial arrangements (refer to section 3.7 in the Product Guide for information about Guarantors);
- you can use a Broker and Financial Adviser of your choice;
- you can authorise your Financial Adviser or another person to act on your behalf (refer to section 3.8 in the Product Guide for information about other people attached to your Margin Loan facility); and
- you may be able to use your Margin Loan facility in conjunction with your investment platform or independently directed portfolio service (IDPS).

You may be entitled to claim an income tax deduction for some or all of your borrowing costs depending on your individual circumstances. Refer to section 3.11 in the Product Guide for information about taxation.

#### 2. Gearing Adjustment, Default and Termination

#### **Gearing Adjustment**

Your Margin Loan facility may become subject to Gearing Adjustment for any of the following reasons:

Event	Outcome
Failure to resolve a Margin Call	Your Margin Loan becomes subject to Gearing Adjustment at the time and date specified in the notice of the Margin Call you failed to resolve. This may occur even if there are other Margin Calls outstanding at that time. The Lender will take reasonable steps to notify you that your Margin Loan is subject to Gearing Adjustment.
Market Disruption	The Lender will take reasonable steps to notify you that your Margin Loan is subject to Gearing Adjustment. The notice will include the date and time when your Margin Loan becomes subject to Gearing Adjustment. The date and time will depend on the nature of the Market Disruptions and can be as short as a few hours or even immediately.
Your Loan Balance exceeds your Credit Limit	Any amount in excess of the Credit Limit is immediately due and payable. The Lender will take reasonable steps to notify you that your Margin Loan is subject to Gearing Adjustment. The notice will include the date and time when your Margin Loan becomes subject to Gearing Adjustment which can be immediately.

A Market Disruption occurs when, in the reasonable opinion of the Lender, events or circumstances occur that are likely to affect the Lender's ability to manage its risks in relation to the Margin Loan. The following are examples of Market Disruptions (although a Market Disruption could also arise, depending on the circumstances and how the market reacts, if the change described below is anticipated but has not yet eventuated, or is less than that described below):

- A fall of 10 per cent or more in the All Ordinaries Index, similar market index or price of a particular investment in any 24 hour period;
- An Acceptable Investment or class of investments are withdrawn from trading or becomes illiquid; or
- The volatility of the All Ordinaries Index, similar market index or particular investment remains more than 2 standard deviations above its historical average for more than 1 day.

The Lender may publish other factors it considers when determining if a Market Disruption has occurred.

! The Lender will only consider factors that are relevant to its interests. You remain responsible for your investment choices and should make your own assessment about the impact of any extraordinary market events on you.

While your Margin Loan is subject to Gearing Adjustment;

- The Lender may enforce any of the mortgages and sell some or all of the investments in the Secured Portfolio whether the investments are owned by the Borrower or any Guarantor;
- If it considers it prudent to protect its interest, the Lender may sell more of the Secured Portfolio than the minimum required to meet the obligations arising from the event that triggered the Gearing Adjustment (for example the short fall amount on a Margin Call you failed to resolve);
- The Lender may take these actions at various times until
  your Margin Loan is no longer subject to Gearing Adjustment.
  Your Margin Loan continues to be subject to Gearing
  Adjustment until the Lender is satisfied that the event or
  condition that caused your Margin Loan to become subject
  to Gearing Adjustment no longer exists or has been resolved;
- The Lender may take these actions even if there are outstanding Margin Calls or other notices that you intend to resolve in the manner specified in the Margin Call or other notices; and/or
- The Lender will follow its internal guidelines to determine
  which investments in the Secured Portfolio to sell. The
  investments in the Secured Portfolio sold by the Lender may
  belong to you or any Guarantor.

The Lender will determine when your Margin Loan is no longer subject to Gearing Adjustment. If your Margin Loan is subject to Gearing Adjustment for more than 30 days, the Lender may declare that a Default has occurred. The Lender may also declare before or during any time your Margin Loan becomes subject to Gearing Adjustment that the Lender will treat your failure to comply with the Margin Call or other relevant notice as a Default. If so, the provisions relating to Default under the Facility Terms and Conditions will apply (including clauses 46 and 47).

#### **Default**

Defaults include events that may be outside your control and may arise because of actions by the Lender or any entity that holds the Secured Portfolio on your behalf (for example if a wrap, platform, responsible entity, operator or custodian fails to register and maintain the Lender's Security Interest).

Clause 46 of the Facility Terms and Conditions sets out the Defaults and clause 47 sets out the actions the Lender may take if a Default occurs.

Generally, if a Default occurs the Lender may, on giving the required notice or opportunity to rectify:

- declare that some or all of the Total Amount Owing is due for immediate payment;
- enforce any of the mortgages and sell some or all of the Secured Portfolio whether the investments are owned by the Borrower or a Guarantor; or
- · terminate your Margin Loan.

In some circumstances, the Lender does not have to give notice or can give a shorter notice period.

#### **Termination**

Termination of your Margin Loan may occur in one of three ways:

- You give the Lender at least 30 days' notice of your intention to terminate your Margin Loan. You will incur a fee if you terminate your Margin Loan within 4 months of the start of the first drawing. Companies and trustees may incur additional termination fees. The Total Amount Owing is payable at the end of the notice period;
- The Lender gives you notice of its intention to terminate your Margin Loan. This may occur after the Lender has reviewed your Margin Loan. Provided no Default has occurred the Lender must generally give you at least 60 days' notice of its intention to terminate. The Total Amount Owing is payable at the end of the notice period; or
- The Lender decides to act on a Default and terminate your Margin Loan in the manner permitted under the Facility Terms and Conditions (the Lender may take other action as a result of a Default). In this case, if a grace period applies, then once it has expired without the Default being rectified by you, the Total Amount Owing is payable immediately.

If your Margin Loan is terminated, after the Total Amount Owing is repaid and all other obligations are met, the Lender will release its Security Interest over the Secured Portfolio and close your Loan Account. The Lender will instruct the Sponsor to close any Holder Identification Number (HIN) associated with the Margin Loan. This means that you may need to transfer Securities held in the HIN to another account.

#### 3. Sponsorship and Nominee

#### What is CHESS?

CHESS (Clearing House Electronic Subregister System) is a computer system which electronically transfers title between the buyers and sellers of Securities listed on the Australian Securities Exchange (ASX). It is a paperless system where security ownership is recorded on an account in CHESS, rather than through the use of physical certificates. CHESS also enables the electronic settlement of transactions between CHESS participants (usually Brokers and institutional investors).

CHESS is operated by ASX Settlement Pty Limited (formerly ASX Settlement and Transfer Corporation Pty Ltd), a wholly owned subsidiary of the ASX.

All CHESS participants must abide by published rules known as the ASX Settlement Operating Rules. Under these rules the Sponsor must give you an explanation of the main points of the Sponsorship Agreement under your Margin Loan.

#### **Sponsor**

Sponsors are required because it is impractical for individual investors to have direct electronic access to CHESS. When your Margin Loan is established each Borrower, joint Borrower and Guarantor enters into a Sponsorship Agreement with the Sponsor. The Sponsorship Agreement terms are set out in Section 5 (Sponsorship Agreement) of the Facility Terms and Conditions. The Sponsorship Agreement contains provisions that protect the Lender as mortgagee of all your CHESS-settled Securities held with the Sponsor. In particular, it stipulates that the Sponsor will only act in accordance with instructions received from the Lender. Otherwise, the Sponsorship Agreement contains standard provisions required by the ASX Settlement Operating Rules.

Under the Sponsorship Agreement each Borrower, joint Borrower and Guarantor agree to appoint Pirie Street Custodian Ltd (or such other person the Lender may nominate from time to time) to be the Sponsor. You only appoint the Sponsor to sponsor CHESS-settled Securities that are mortgaged to the Lender under the Margin Loan. All Securities held through the Sponsor are part of the Secured Portfolio including Securities that may not be Acceptable Investments. You may have another sponsor for CHESS-settled Securities.

The Sponsor is a General Settlement Participant, and will provide transfer and settlement services on your behalf in relation to CHESS-settled Securities that are part of the Secured Portfolio. The Sponsor will open an account in your name and CHESS will allocate you a HIN for the Securities lodged with the Sponsor. The HIN identifies you as the Security Owner and is similar to an account number for a bank account. The HIN will be shown on your CHESS holding statements mailed to you from time to time by ASX Settlement.

#### **Nominee**

When your Margin Loan is established each Borrower, joint Borrower and Guarantor enters into a Nominee Agreement with the Nominee. The Nominee Agreement terms are set out in Section 4 (Nominee arrangements) of the Facility Terms and Conditions. In particular, the Nominee will only act on instructions that are consistent with the Lender's requirements and your obligations under the Margin Loan. Each Borrower, joint Borrower and Guarantor agrees that, if required by the Lender, they will transfer some or all of the investments held as part of the Secured Portfolio to the Nominee. This arrangement helps the Lender to administer your Margin Loan. Generally, the Lender will ask the Security Owner to do this if an investment becomes the subject of a corporate action such as a takeover or the registry is unable to satisfactorily register the Lender's Security Interest over the investment. All investments held by the Nominee are part of the Secured Portfolio. Refer to Clause 34 of the Agreement for information about the obligations of the Security Owner. Refer to clause 33 of the Agreement for information about what the Nominee may do when it holds property on behalf of the Security Owner.

! The Nominee holds the Secured Portfolio on behalf of the Security Owner and the Security Owner remains the beneficial owner. At no time does the Lender, Nominee or Sponsor lend any part of the Secured Portfolio to any other party.

The Margin Loan facility remains a standard margin lending facility as defined in the Corporations Act despite any transfer of the Secured Portfolio to the Nominee. This is because the credit provided by the Lender to the Borrower under the Facility Terms and Conditions is not provided as consideration or security for the transfer of any part of the Secured Portfolio.

#### 4. Significant Risks

By understanding the risks you may be able to take steps to minimise their impact or make an informed decision to accept the risk as part of the cost of using a Margin Loan.

#### 4.1 Overview

Risks are events or circumstances that are unpredictable and that may result in you losing some or all of your capital or the Secured Portfolio, or earning a return less than expected or required or that may limit your ability to deal with your investments. As outlined in the Example 3.2 A in the Product Guide, borrowing to invest magnifies gains as well as losses. Using a Margin Loan to borrow to invest involves more risks than investing without borrowing.

When considering risk it is important to think about the likelihood of any event or series of events occurring and your ability to cope with and respond to the impact of the event or circumstance. It is also important to understand that risk is not constant which means the likelihood of any event occurring changes over time.

! You are responsible for your investment choices and consequently whether any net return is sufficient to cover the cost of borrowing and other costs and the investment's suitability to your circumstances and financial objectives.

Neither the Lender, any other party associated with the operation of your Margin Loan or any other party named in the Facility Terms and Conditions warrant or guarantee that borrowing money through a Margin Loan will have a positive outcome for you in your circumstances.

This section is a summary of what are considered to be the significant risks of using a Margin Loan facility. If you are a Guarantor then you are guaranteeing that the Borrower will meet their obligations under their Margin Loan facility. This means you should also consider the risks in this section as well as the risks in section 3.7 in the Product Guide.

This document doesn't list every risk of investing, borrowing to invest or acting as a Guarantor. This document doesn't cover the specific risks of any investment you may choose to acquire through your Margin Loan. You should obtain information about an investment from the relevant disclosure document and by obtaining independent financial advice.

Before deciding whether to apply for a Margin Loan, you and any Guarantor should read the Margin Loan PDS, the Product Guide, each part of the Facility Terms and Conditions and the Application Form, and carefully consider the following risks. You should have regard to your own investment objectives, circumstances and needs, and consider the need for professional advice, including taxation and legal advice.

#### 4.2 Market risk and gearing

#### **Price changes**

The net return on an investment is the change in its value plus distributions less investment costs and taxes over the investment horizon. Changes in the price of an investment are usually a key determinant of the return you earn or loss you incur on an investment. The manner and degree by which prices change affect the performance of your investments and hence the risks and benefits of borrowing to invest.

How the price of an investment changes within a day is called price volatility. For example, a Security is said to exhibit high price volatility if its price typically changes by a large degree, either up or down, each day. Conversely, a security is said to exhibit low price volatility if its price typically changes by only a small amount each day. The price volatility of a particular security may also change over time. For example, a Security that historically exhibits low price volatility may begin to exhibit high price volatility. Changes in price and price volatility may occur because of the nature of the investment itself, the particular market sector to which the investment relates or performance of the economy or financial markets as a whole.

#### This means:

- The value of your investments can change in unexpected ways and may not earn the net return you expect. Further, the value of your investments can change in a very short period of time even before you have time to act;
- Borrowing to acquire an investment that falls in value or doesn't earn a net return greater than your borrowing costs will result in a larger loss or lower after-tax return than if you had not borrowed to invest or not invested at all. Conversely, borrowing to acquire an investment that earns a net return greater than your borrowing costs will generally result in a larger after-tax return than if you had not borrowed to invest;
- If a high price volatility investment is part of the Secured Portfolio then there is generally a higher likelihood of a Margin Call when compared to a portfolio of low price volatility investments (all other things being equal);
- Changes in price volatility, for example, may cause the Lender to change a Lending Ratio or declare a Market Disruption which may affect your borrowing capacity or require you to repay some or all of the Total Amount Owing in a short period including immediately. Refer to section 3.3 in the Product Guide for information about how the Lending Ratio determines your borrowing capacity; and/or
- Significant, abrupt or unusual falls in the market as a whole
  or the market for different classes of investments may be a
  Market Disruption. Refer to section 3.9 in the Product Guide
  for details about Gearing Adjustment caused by Market
  Disruptions.

#### Interest rate changes

If you have a variable rate loan the Lender may vary the interest rate applicable to your Margin Loan at any time. This means that the return you expect to earn on your investment may be less than the increased borrowing costs or that you are no longer able to meet the interest obligations on your Loan Balance. You may need to sell some or all of the Secured Portfolio or other assets you own to meet your obligations or reduce the Loan Balance.

This can occur before the end of your planned investment horizon and your investments may not have earned the return you expect or require to meet your objectives.

If you establish a fixed rate loan under your Margin Loan facility interest rates may subsequently decline. This means you will not be able to take advantage of the lower interest rates. If you break the fixed rate loan, you will incur Break Costs. Refer to section 3.5 in the Product Guide for information about breaking a fixed rate loan.

#### 4.3 Events triggering early repayment

Certain events can occur at any time that result in some or all of the Total Amount Owing becoming due for payment in a short period of time including immediately or within 1 or up to 5 business days depending on the nature of the event. These events include Margin Calls, and events that result in your Margin Loan becoming subject to Gearing Adjustment, Default, or Termination by the Lender. These events may be caused by things outside your control, actions by the Lender or other parties related to the operation of your Margin Loan or the Secured Portfolio.

Margin Calls are explained in section 3.4 in the Product Guide. Gearing Adjustment and Default are explained in section 3.9 in the Product Guide. If you don't have sufficient funds from other sources to pay an amount when due then you (or a Guarantor) may need to sell some or all of the Secured Portfolio or other assets you (or a Guarantor) own. This can occur before the end of your planned investment horizon and your investment may not have earned the return you expected or require to meet your objectives.

### 4.4 Mismatch of cash flows and limits on ability to deal in the Secured Portfolio

It is possible for interest, fees or other amounts to be higher or become due for payment before you receive a distribution (if any) from your investments or before your investments have increased in value (if at all). This means that you may need to meet any amounts due from other funds or by selling some of the Secured Portfolio or other assets you (or a Guarantor) own. This may occur before the end of your planned investment horizon and your investment may not have earned the return you expected or require to meet your objectives. Any failure to meet your obligations to pay amounts when they fall due is a Default. Refer to section 3.9 in the Product Guide for further information about Defaults.

The Lender only releases its Security Interest over the Secured Portfolio when the Total Amount Owing is repaid in full and the Margin Loan has terminated. This means the Security Owner cannot deal in their part of the Secured Portfolio unless the Lender agrees. However, the Security Owner remains the owner of their investments in the Secured Portfolio or beneficial owner when an investment Secured Portfolio is held through the Nominee (refer to section 3.10 in the Product Guide for information about the Nominee).

#### 4.5 Full recourse

It is possible that the net proceeds from selling (whether by the Security Owner or the Lender as mortgagee) the Secured Portfolio will be insufficient to repay the Total Amount Owing. The Margin Loan facility is a "full recourse" facility. This means you (and any Guarantor if you fail to meet your obligations) are obliged to pay the Total Amount Owing when it is declared due, irrespective of any net sale proceeds. In other words, your liability as Borrower is equal to the Total Amount Owing and is not limited to the value of the Secured Portfolio incurring losses under your Margin Loan facility which may make it harder for you to repay any other debt obligations you may have. Refer to section 3.7 in the Product Guide for information about the liability of a Guarantor.

### 4.6 Reliance on the Lender, Nominee, Sponsor and other authorised people

#### **Lender, Nominee and Sponsor**

You rely on the ability and willingness of the Lender to operate your Margin Loan facility. The Lender has the right to terminate your Margin Loan at any time on giving the required notice to you. This means you may need to sell some or all of the investments in the Secured Portfolio or even other assets you own to repay the Total Amount Owing. This can occur before the end of your planned investment horizon and your investment may not have earned the return you expected or require to meet your objectives. The Lender can also vary the Facility Terms and Conditions which could result in the Margin Loan no longer meeting your circumstances and financial objectives.

You rely on the Lender, Nominee and Sponsor and any service provider they engage to have proper processes in place, including appropriately trained staff and computing hardware and software. Any lack of such resources, or any breach in the proper operation of your Margin Loan facility or transactions on the Secured Portfolio, could adversely affect your investment. The Facility Terms and Conditions include provisions that limit the Lender's liability for any certain costs or losses you may incur as a result of its operations.

It is possible for the Lender, Nominee or Sponsor to act, fail to act or make a decision regarding your Margin Loan facility or the Secured Portfolio that is different to the acts or decisions you or a Security Owner would make in similar circumstances. This means you may incur a loss, additional costs or a lower net return on your investments.

The Lender, Nominee, Sponsor and their related bodies corporate, their directors, employees or affiliates may buy and sell (whether as principal or agent) Acceptable Investments or Securities related to the Acceptable Investments or Secured Portfolio. Potential conflicts of interest may arise for example if the Lender (as mortgagee) sells some or all of the Secured Portfolio to meet your obligations under the Margin Loan.

#### **Authorised Person**

An Authorised Person appointed by the Borrower can give the Lender almost all the same instructions that any Security Owner can give under the Margin Loan and can access information, including personal information, regarding the Margin Loan. For example, an Authorised Person can give a borrowing request under your Margin Loan. All drawings under the facility increase your borrowing costs and you are responsible for paying all borrowed

money when it is declared due. This means you are relying on any Authorised Person you nominate to act in your interests at all times.

You may be able to appoint a Margin Call Agent to receive any Margin Calls on your behalf. In this case the Lender will send the Margin Call to the Margin Call Agent instead of you. This means you are reliant on your Margin Call Agent to notify you of a Margin Call and act in your interest.

#### 4.7 Adjustments and regulatory changes

The Lender can at any time change the list of Acceptable Investments and the Lending Ratios and Buffer percentages it applies to investments held as part of the Secured Portfolio. The Lender may also remove an investment from the list of Acceptable Investments or make a Lending Ratio or Buffer percentage zero. It is also possible for the issuer of a Security or the ASX to halt redemptions or trading in a Security or Managed Fund and this may result in the Lender declaring a Market Disruption.

These changes will impact your borrowing capacity or may impact your ability to operate your Margin Loan facility in a way that suits your circumstances and meets your financial objectives. These changes may also result in a Margin Call, or cause your Margin Loan to become subject to Gearing Adjustment or Default or increase the likelihood of these events and actions.

Corporate actions are events such as takeovers which may be announced in relation to a particular investment at any time. As a result of a corporate action, the Lender may require the Security Owner to transfer the affected investments to the Nominee to be held on behalf of the Security Owner. This means that the Security Owner may not be able to participate in the corporate action in the same way as if you did not have a Margin Loan and it may limit the Security Owner's ability to deal with that investment. Further, as a result of a corporate action the Lender may change the Lending Ratio or remove the investment from the list of Acceptable Investments. Changes in government and taxation policies can also impact (both positively and negatively) your ability to borrow and operate your Margin Loan facility in a way that suits your circumstances and meets your financial objectives.

Taxation laws can change and this could impact your ability to claim a deduction for some or all of your borrowing costs. This means that any net after-tax return earned on your investments may be less than you expect.

#### 4.8 Complexity

The Facility Terms and Conditions, incorporating the Guarantee provisions (Section 7), Security terms (Section 3), Nominee provisions (Section 4) and Sponsorship provisions (Section 5), are complex. They include provisions such as set-off rights, indemnities, limits on the Lender's liability, immediate repayment after certain events and termination. It is possible to use a facility, such as a home loan, to borrow the money contributed to the investment. This financial strategy is called double gearing. It is possible that the net return on any investment made through your Margin Loan will not be sufficient to cover the higher borrowing costs arising from double gearing. Further, it is possible that when you have to repay money borrowed through your Margin Loan that you will have to sell not only the Secured Portfolio but also other assets.

A Margin Loan is more complex than a traditional loan. It is strongly recommended that you and any Guarantor read the Margin Loan PDS, the Product Guide, the Facility Terms and Conditions and the Application Form and seek financial, taxation and legal advice before deciding to apply for a Margin Loan.

#### 5. Lender's Dispute Resolution

If you are dissatisfied with any investment held under your Margin Loan facility you should contact the relevant issuer or your Financial Adviser. If you are dissatisfied with your Margin Loan facility or the Lender's services or processes then you should contact the Customer Service Team.

## Customer Service Team Customer Complaint Management

Post GPO Box 5388

Sydney NSW 2001

**Call** (02) 8282 8251

**Email** customerservice@leveraged.com.au

Visit leveraged.com.au/ords

You can expect the Lender to acknowledge your complaint, explain the steps it will take to investigate your complaint and keep you informed of its progress to respond to your complaint. If you are dissatisfied with the Lender's final response to your complaint or how your complaint was managed you can refer the matter to the External Dispute Resolution (EDR) scheme. The Lender's EDR Scheme is the Australian Financial Complaints Authority (AFCA). You can contact AFCA as follows:

#### **Australian Financial Complaints Authority**

In writing to: GPO Box 3, Melbourne VIC 3001

Post GPO Box 3, Melbourne VIC 3001

Call 1800 931 678 Visit www.afca.org.au

When lodging a complaint with AFCA, time limits may apply and so you should act promptly or consult the AFCA website to determine if or when any time limit relevant to your complaint expires.

#### 6. Instalment Plus

Instalment Plus is a feature that may suit investors who want a regular savings and investment plan to progressively build an investment portfolio. You nominate an initial contribution, initial investment and the Acceptable Investments that you intend to invest in. Not all Acceptable Investments are available for Instalment Plus. You also nominate a monthly contribution and monthly investment. The difference between each investment amount and your contribution is the amount you will borrow through your Margin Loan.

You transfer the initial contribution into your Loan Account and each month you transfer the monthly contribution into your Loan Account. The initial investment and each monthly investment are then used to acquire the Acceptable Investments which form part of the Secured Portfolio under your Margin Loan.

The minimum initial investment for Instalment Plus is \$3,000 with a minimum initial contribution of \$1,000. The ongoing minimum monthly investment is \$500 with a minimum monthly contribution of \$250. You will need to check any minimum investment with the issuer of any Security that you intend to invest in. The amount you are able to borrow will depend on the Lending Ratio assigned to your selected investments. Refer to section 3.3 in the Product Guide for an example of how to calculate the amount you may be able to borrow.

#### **Example**

You nominate an initial contribution of \$1,000 and an initial investment of \$3,000. This means your initial borrowing request will be for an amount of \$2,000. You choose to invest equally in 3 different Managed Funds each with a Lending Ratio of 70 per cent. At the end of the first month you will have \$1,000 invested in each Managed Fund. Each month you decide to contribute \$250 and invest \$600.

This means you increase the amount borrowed by \$350 each month. After the first month your Loan Balance will be \$2,350 (initial loan of \$2,000 plus monthly drawings of \$350) assuming no interest, costs or other charges are capitalised to your Loan Account. After the first month you will have invested a total of \$3,600 which is \$1,200 in each of the 3 nominated Managed Funds.

While Instalment Plus continues to operate on your Margin Loan facility you will not be subject to the Minimum Interest Balance as described in section 3.5 in the Product Guide. You can cancel the Instalment Plus feature at any time by writing to the Lender.

#### 7. Rewards Plus

Rewards Plus allows one member of the Qantas Frequent Flyer Program to earn points based on your Loan Balance. The member of the Qantas Frequent Flyer Program must be a Borrower, Guarantor or Financial Adviser you have nominated under your Margin Loan facility. If the Lender accepts your request to participate in Rewards Plus the Lender may increase the variable rate applicable to your Margin Loan.

Points that the member may earn depends on your daily Loan Balance and are usually awarded in the month following the period for which you have paid interest.

The awarding and redeeming of points is subject to rules of the Qantas Frequent Flyer Program. Qantas may charge a fee to join or operate their program. The Lender may cease to offer Rewards Plus or may change the features of Rewards Plus at any time.

Go to www.leveraged.com.au/rewards-plus-qantas for the current schedule of points the member may earn on a Loan Balance and fees associated with Rewards Plus or contact the Customer Service Team.

#### **ORD MINNETT**

For more information about your Ord Minnett Margin Loan:

Call (02) 8282 8251

Visit leveraged.com.au/ords

Post to GPO Box 5388, Sydney NSW 2001

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Grosvenor Place Level 18, 225 George Street Sydney NSW 2000

Tel: (02) 8216 6300

#### **Adelaide**

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Tel: (08) 8203 2500

#### Brisbane

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Tel: (07) 3214 5555

#### **Sunshine Coast (Buderim)**

99 Burnett Street Buderim QLD 4556 Tel: (07) 5430 4444

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Tel: (02) 6206 1700

#### Geelong

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Tel: (03) 4210 0200

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