

**Client Services contact details****Phone:**

Within Australia: (02) 8456 0230

New Zealand: 0800 894 131

Send your form by email:

btfunds_transactions@unitregistry.com.au

Email enquiries:

btfunds@unitregistry.com.au

Transfer Form

All BT Funds

Use this form if you are an existing investor and wish to transfer units to another investor.

Please complete all sections 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 mistake and initial your changes.

HOW TO COMPLETE THIS FORM

Step 1 Instructions if you are transferring units to an existing investor.

The following needs to be completed:

- transferee needs to complete **Section A: DDO Obligations**
- transferor needs to write their account number and account name in **section 2** as it appears on your latest statement
- transferee needs to write their account number and account name in **section 3** as it appears on your latest statement
- both the transferor and transferee need to sign this form as per the 'Signing instructions' in **section 5**

OR

Instructions if you are transferring units to a new investor:

The transferor needs to complete the following:

- write their account number and account name as it appears on the latest statement
- sign the form as per the 'Signing instructions' in **section 5**

The transferee needs to:

- complete **Section A: DDO Obligations**
- write their their name in **section 4** of this form and then sign the form as per the 'Signing instructions' in **section 5**
- complete the relevant BT fund's application form
- complete the relevant identification document accompanying the application form
- arrange for copies of their identification documents to be certified and
- complete the tax information form accompanying the application form

Step 2 Send your documents to us.

Before you submit your transfer form, please check that:

- transferee needs to complete **Section A: DDO Obligation**
- both the transferor and transferee have signed the transfer form
- the transfer form and application form (if applicable), along with relevant identification form and documents and the tax information form (if applicable) are included

If you are transferring units to an existing account:

Please scan and email* your Transfer Form to: btfunds_transactions@unitregistry.com.au

*Please include your account number in the subject line of your email.

If you are opening a new account as part of this Transfer request:

Please post your original signed transfer form, **original application** and **original tax information** form (if applicable) and original certified copies of the relevant identification documents (if applicable) to us.

Send by post:

BT Funds
GPO Box 804
Melbourne VIC 3001

Step 3 Important Information

- Please ensure all relevant fields are completed. If you do not complete all relevant sections your application may be rejected and returned to you for completion, resulting in a delay in processing your application.
- If you have any questions as you complete this form, please contact us on (02) 8456 0230 within Australia, or 0800 894 131 within New Zealand.

Important Information:

The Responsible Entities for the Funds offered through BT Investment Funds and BT Classic Investment Funds are BT Funds Management No. 2 Limited ABN 22 000 727 659, AFSL 233720 and Westpac Financial Services Limited ABN 20 000 241 127, AFSL 233716. The Responsible Entity for the Funds offered through BT Investor Choice Funds, and the BT Premium Cash Fund, is Westpac Financial Services Limited ABN 20 000 247 127, AFSL 233716.

These funds and their respective Responsible Entities are collectively referred to as 'BT Funds' throughout this form.

The information collected on this form is governed by the BT Privacy Policy which is available on bt.com.au.

Section A: DDO Obligations

The following questions may assist BT Funds Management No2 Limited and/or Westpac Financial Services Limited in meeting its regulatory obligations by determining whether this financial product is being offered to the stated target market.

The below only needs to be answered where you are a direct [retail] investor (i.e. does not apply to indirect or intermediated investments such as those made by platforms, custodians, etc).

Was this investment made based on personal advice received from your financial adviser?

Yes - please ensure the details of your financial adviser are completed in Section B

No - please complete the questions below:

A. What is your primary investment objective in relation to this investment? (select only one option)

Capital growth (you seek to invest in a product designed or expected to generate capital return over the investment timeframe. You prefer exposure to growth assets (such as shares or property) or otherwise seeks an investment return above the current inflation rate).

Capital preservation (you seek to invest in a product designed or expected to have low volatility and minimise capital loss. You prefer exposure to defensive assets that are generally lower in risk and less volatile than growth investments (this may include cash or fixed income securities).

Income distribution (you seek to invest in a product designed or expected to distribute regular and/or tax-effective income. You prefer exposure to income-generated assets (this may include high dividend-yielding equities, fixed income securities and money market instruments)).

B. What is your investment timeframe in relation to this investment? (select only one option)

Up to and including 2 years (i.e. Short term)

More than 2 years but less than 5 years (i.e. Medium term)

Equal to 5 years but less than 7 years (i.e. Medium to long term)

Equal to 7 years or more (i.e. Long term)

C. Under normal circumstances, within what period do you expect to be able to access your funds for this investment? (select only one option)

Within one week

Within one month

Within three months

Within one year

More than one year

D. In relation to this investment, which investment risk and return profile best describes you? (select only one option)

Low risk and return: You are looking for an investment that is low risk in nature (e.g. you have the ability to tolerate up to 1 negative return over a 20-year period and you are comfortable with a low target return from this investment).

Medium risk and return: You are looking for an investment that is moderate or medium risk in nature (e.g. you have the ability to tolerate up to 4 negative returns over a 20-year period and you are comfortable with a moderate target return from this investment).

High risk and return: You are looking for an investment that is higher risk in nature (e.g. you have the ability to tolerate up to 6 negative returns over a 20-year period in order to achieve a higher target return from this investment).

Very high risk and return: You are looking for an investment that is very high risk in nature (e.g. you have the ability to tolerate 6 or more negative returns over a 20-year period as you are seeking to maximise returns and you can accept higher potential losses).

Extremely high risk and return: You are looking for an investment that is extremely high risk in nature (e.g. you have the ability to accept significant volatility and losses as you are seeking to obtain accelerated returns (potentially in a short timeframe)).

E. What percentage of your total investable assets are you directing to this fund - that is the total assets you have available for investment, excluding your residential home? (select only one option)

Solution/Standalone (up to 100%)

Major allocation (up to 75%)

Core component (up to 50%)

Minor allocation (up to 25%)

Satellite allocation (up to 10%)

Note: Acceptance of your application should not be taken as a representation or confirmation that an investment in the fund is, or is likely to be, consistent with your intentions, objectives and needs as indicated in your responses to these questions.

Section B: Financial Adviser Details

Notice to financial adviser: by completing this section of the application form, you are confirming that you hold a current Australian Financial Services Licence (AFSL), or are otherwise authorised to advise on and arrange this product.

Details

AFSL holder name

AFSL number

Adviser name

Adviser email address

Adviser code or Authorised representative number

ABN

Property/building name

Unit

Street number

Street name

Suburb

State

Postcode

Country

Phone

Mobile

Performance of investor identification & verification procedures

Please indicate below whether client identification and verification procedures have been performed.

No - I have not performed the applicable customer identification procedure on this investor.

Yes - I have completed the applicable customer identification procedure on this investor.

Financial adviser declaration

Notice to financial adviser: please note that reliance on the KYC performed by the financial adviser is only acceptable if all the criteria below is met.

I hold an AFSL in my own name or have been appointed as an authorised representative by the licensee.

I am a reporting entity for AML/CTF purposes.

The issuer has reasonable grounds to believe that it is appropriate to rely on the KYC procedure I have undertaken.

I have attached original certified copies of the ID documents to this form

AFSL full legal entity name

AFSL number

Please print full name

Signature

Date signed

1. TRANSFER DETAILS

Please indicate the Fund Name and APIR Code you wish to transfer.

Please indicate if you are making a full transfer or a partial transfer. If you are making a partial transfer, please specify the number of units you wish to transfer.

| Fund name <small>Please enter the fund name below</small> | APIR <small>Please enter the APIR code below</small> | Transfer option | |
|--|---|-----------------|---|
| | | Number of units | Balance <small>(indicate preference with an [X])</small> |
| | | | <input type="checkbox"/> |

*Please note, you can only use one Transfer Form per Fund. If you wish to transfer multiple funds, you will need a Transfer Form for each fund.

No Change of Beneficial Ownership

Minimum balances apply. Please refer to the relevant BT Fund's Product Disclosure Statement (PDS) for further information.

2. TRANSFEROR/SELLER DETAILS

Account number

Account name

3. TRANSFEREE/BUYER DETAILS - EXISTING INVESTORS ONLY

If you are transferring units to a new investor, please complete Section 4. The new investor must also complete the relevant BT Fund's application form.

Account number

Account name

Buyer details

| | | | |
|----------------------|----------------------|----------------------|----------------------|
| Unit | Street number | Suburb | State |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

| | | |
|----------------------|----------------------|----------------------|
| Street name | Postcode | Country |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Other relevant information (if any)

4. TRANSFEREE/BUYER - NEW INVESTORS

If you are transferring units to a new investor, please complete the details below.

Title Full given name(s)

Surname

Company/Trust/Superannuation Fund

Please mark this box to indicate that an Initial Application Form has been submitted with this Transfer Form

Please mark this box to indicate that this transfer relates to a deceased estate

Other relevant information (if any) eg a list of the additional documents provided with this form

5. SIGNING INSTRUCTIONS

By completing and signing this form, you:

- acknowledge that I/we have read this PDS in full and agree to be bound by the terms of this PDS and the terms of the relevant constitution(s), each as amended from time to time;
- acknowledge that none of Westpac Banking Corporation or any of its related entities stands behind or otherwise guarantees the capital value or the investment performance of any fund offered in this PDS;
- acknowledge that investments in the Funds are not deposits with, or other liabilities of, Westpac Banking Corporation or any other company in the Westpac Group of companies and that investments in the funds are subject to investment risks, including possible delays in repayment and loss of income and principal invested;
- acknowledge that I/we have read and understood the Privacy Statement in the PDS and acknowledge that the full BT Privacy Policy is available at bt.com.au or by calling 02 8456 0230;
- declare that all the details given on this application form are true and correct;
- acknowledge that the Corporations Act prohibits any person from passing on to another person the application form unless it is attached to or accompanied by the complete and unaltered PDS;
- acknowledge that if I/we have received this PDS from the internet or other electronic means, I/we have received it personally, or a paper print out of it, accompanied by or attached to this application form.

Who needs to sign this form

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

Joint Holding - joint applicants must all sign unless we have received prior instructions from all investors that any can sign solely.

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 document that includes Certificate of Witness and Statement of Acceptance and Certified Identification Document 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.

Know Your Customer (KYC) - If you have not been previously identified, we may ask you to submit updated KYC information before processing your request to verify your identity.

TRANSFEROR/SELLER

Signature of investor 1, director/company secretary or authorised signatory

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

Signature

Signature

Please print full name

Please print full name

Date (DD/MM/YY) / /

Date (DD/MM/YY) / /

Company officer (please indicate company capacity)

Company officer (please indicate company capacity)

Director

Director

Sole Director and Company Secretary

Sole Director and Company Secretary

Authorised Representative

Authorised Representative

TRANSFeree/BUYER

Signature of investor 1, director/company secretary or authorised signatory

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

Signature

Signature

Please print full name

Please print full name

Date (DD/MM/YY) / /

Date (DD/MM/YY) / /

Company officer (please indicate company capacity)

Company officer (please indicate company capacity)

Director

Director

Sole Director and Company Secretary

Company Secretary

Authorised Representative

Authorised Representative