

19 September 2023



Termination of BT Active Balanced Fund

Termination of the BT Active Balanced Fund offered through the BT Investment Funds product

As a valued investor with BT, we want to let you know about an important change to your investment with us.

Following a review of the managed investment schemes offered by BT, we¹ have determined that it is in the best interests of investors to terminate the BT Active Balanced Fund (the **Fund**) offered through the BT Investment Funds product.

This letter is to notify you that the Fund will be terminated on, or around **23 October 2023** (the **Effective Date**).

Why is the BT Active Balanced Fund terminating?

The Fund has a small number of investors, and low funds under management. We believe that as this Fund gets smaller, continuing to run it could pose risks and may have unwanted tax consequences to remaining investors. Additionally, this may create difficulties in achieving asset allocation positions and may lead to increased costs being applied proportionally across the Fund's holdings.

Therefore, we believe it is in the best interest of investors to terminate the Fund.

BT Active Balanced Fund
ARSN 106 553 977

¹ "We" means BT Funds Management No. 2 Limited as the Responsible Entity of the BT Active Balanced Fund.

What does this mean for me?

As the decision to terminate the Fund has been made, we will not accept any additional investments. Withdrawal requests currently remain open, up until the Effective Date, however withdrawal requests may be suspended at any time if we consider this appropriate and in the best interests of investors.

If you have a Regular Investment Plan, Flexi Payment Plan or distribution reinvestment arrangement in place for the Fund, this has been cancelled effective immediately.

You currently have the following investment holdings impacted by this change:

Registered Fund Name	APIR Code	Your holdings*	Effective Date	Proceeds paid to you
BT Active Balanced Fund	RFA0020AU		On or around 23 October 2023	By mid-November 2023

*As at 31 August 2023.

Following the Effective Date, the underlying assets of your investment holdings will be sold down, and the proceeds of your investment will be paid to your nominated bank account in the timeframe noted in the above table. If we do not have your bank details on record, we will send you a cheque.

What do I need to do?

You do not need to do anything. As noted above, proceeds will be paid directly to your nominated bank account or sent to you via cheque.

If you need to update or provide your bank account details, please complete sections 1, 6, and 8 of the form included with this letter (and available at <https://www.bt.com.au/personal/help/investment-solution-all-forms.html>), and submit it to us via the instructions at the end of the form.

If you wish to make a withdrawal request or other changes, this can be completed via BT Online <https://online.btfunds.com.au/retailinvestor/investor>, or via the relevant form at <https://www.bt.com.au/personal/help/investment-solution-all-forms.html>.

The information provided is factual only and does not constitute financial product advice. Before acting on it, you should seek independent advice about its appropriateness to your objectives, financial situation and needs. The tax implications of terminating the Fund can impact individual situations differently and you should seek specific tax advice from a registered tax agent or registered tax (financial) adviser.

What happens now?

Additional investments will no longer be processed.

Withdrawal requests currently remain open, up until the Effective Date, however withdrawal requests may be suspended at any time if we consider this appropriate and in the best interests of investors.

We will send you an exit statement once the transactions are completed.

Need more information?

If you would like more information or have any questions, please call our Customer Relations team on 132 135 from 8:30am to 5:30pm (Sydney time) Monday to Friday, or contact your financial adviser, if you have one.

Yours sincerely,



Kathy Vincent
Chief Strategy and Product Officer,
BT Financial Group

For more information

bt.com.au | 132 135



Important information

Information current as at 19 September 2023.

The information provided is factual only and does not constitute financial product advice. Before acting on it, you should seek independent advice about its appropriateness to your objectives, financial situation and needs. The tax implications of terminating BT Active Balanced Fund (the Fund) can impact individual situations differently and you should seek specific tax advice from a registered tax agent or registered tax (financial) adviser.

BT Funds Management No. 2 Limited ABN 22 000 727 659, AFSL 233720 (BTFM2) is the responsible entity of the Fund, offered through the BT Investment Funds product. A Product Disclosure Statement (PDS) and other disclosure documents are available and can be obtained by calling 132 135, or visiting bt.com.au. You should obtain and consider the PDS before deciding whether to acquire, continue to hold or dispose of interests in any of the BT Investment Funds managed investment schemes, including the Fund.

BTFM2 is a member of the Westpac Group. An investment in any of the BT Investment Funds managed investment schemes, including the Fund, are not an investment in, deposit with or any other liability of Westpac Banking Corporation ABN 33 007 457 141 (Westpac), any Division of Westpac or any other company in the Westpac Group. It is subject to investment risk, including possible delays in repayment of withdrawal proceeds and loss of income and principal invested. Westpac and its related entities do not stand behind or otherwise guarantee the capital value or investment performance of any of the BT Investment Funds managed investment schemes, including the Fund.

3. CHANGE OF NAME

Complete this section for change of name

Title

Mr Mrs Miss Ms Other

New given name(s)

New surname

Old signature

Date (dd/mm/yy)

New signature

Date (dd/mm/yy)

In order to change your name on our records, we require, at a minimum an original certified copy of one of the documents in 'Section A' and one from 'Section B'. Original documents can be verified at any Westpac Branch by a Staff member:

Section	A new name adopted by Marriage	A Former name	A New name
A	<ul style="list-style-type: none"> Marriage Certificate 	<ul style="list-style-type: none"> Birth Certificate Change of Name Certificate Decree Nisi if Divorce is not yet finalised Divorce Certificate 	<ul style="list-style-type: none"> Change of Name Certificate
B	<ul style="list-style-type: none"> Drivers Licence State or Territory Proof of Age Card Passport 		

4. NEW ACCOUNT SIGNING AUTHORITY

Joint (non corporate) investors only — complete this section to change the account signing authority for future transactions and cheques. Note: if no option is nominated, future transactions will require both investors to sign.

- Either Investor A or B
 Investor A only
 Investor B only

5. NEW DISTRIBUTION OPTION

Complete this section to change your distribution option. This will apply to all Funds unless special instructions are supplied in an attached signed schedule.

- Reinvest (not available for the APN Property for Income Fund)
 Pay to bank account in Section 6
 Pay to BT Cash Management Trust (you must be a BT Cash Management Trust investor, part of the BT Investment Funds range)
 Post a cheque (overseas investors only)

6. NEW BANK ACCOUNT DETAILS

Complete this section to change your bank account details. Note: Bank accounts must be in the name(s) of the investor(s).

Name of Australian financial institution

Branch name

BSB number

Account number

Account holder's name(s)

Please apply these bank account details for:

- Distributions and/or Flex Payment Plan payments
 Withdrawals
 Direct debits including the Regular Investment Plan. Ensure all bank account signatories sign below.

DIRECT DEBIT AUTHORITY

By signing this Direct Debit Request, I/we:

- authorise Westpac Financial Services Limited ABN 20 000 241 127 (User ID 012419) to, until further notice, arrange for funds to be debited from my/our account at the financial institution identified above through the Bulk Electronic Clearing System
- acknowledge that this direct debit arrangement is governed by the terms of the Direct Debit Service Agreement on the following page.

Where the investor is not the nominated bank account holder:

- I/We consent to the investor(s) increasing amounts or making additional investments without further approval from me/us.

If you do not agree with this declaration, please [] this box

In the case of company signatories, two directors, or a director and a company secretary, must sign unless a sole director and sole secretary.

Signature of **Account holder A or company officer**

Date (dd/mm/yy)

Signatory's full name (*please print*)

Director Sole Director and Sole Secretary

Signature of **Account holder B or company officer**

Date (dd/mm/yy)

Signatory's full name (*please print*)

Director Company Secretary

7. TAX FILE NUMBER, AUSTRALIAN BUSINESS NUMBER

Collection of Tax File Number (TFN) information is authorised and its use and disclosure are strictly regulated by tax laws and the Privacy Act. Investors must only provide an Australian Business Number (ABN) instead of a TFN when the investment is made in the furtherance of an enterprise.

You are not obliged to provide either your TFN or ABN, but if you do not provide either, or claim an exemption, we are required to deduct tax from your distribution at the highest marginal rate (plus Medicare Levy) to meet Australian Tax Office requirements.

TFN of **Investor A**

TFN of **Investor B**

ABN

Or reason for exemption

Non-resident* Charity Other

* Non-residents please specify country of residence

8. DECLARATION AND INVESTORS SIGNATURE

**ALL INVESTORS MUST SIGN
AND DATE THIS FORM**

I/we declare that all the details given in this form are true and correct. If signing under a power of attorney, you verify that, at the time of signing, you have not received notice of revocation of that power. Please provide an originally certified copy of the power of attorney including the appointed power of attorney's signature, if not already provided to us.

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

In the case of company signatories, two directors, or a director and a company secretary, must sign unless a sole director and sole secretary.

Signature of **Investor A or company officer**

Date (dd/mm/yy)

Signatory's full name (please print)

Director Sole Director and Sole Secretary

Signature of **Investor B or company officer**

Date (dd/mm/yy)

Signatory's full name (please print)

Director Company Secretary

9. ADVISER USE ONLY

BT Adviser number

Work phone number

Mobile phone number

Title

Mr Mrs Miss Ms Other

Given name(s)

Surname

Signature of adviser

Date (dd/mm/yy)



10. DIRECT DEBIT REQUEST SERVICE AGREEMENT

By completing the Direct Debit Request that forms part of the application form, you will be providing us with the ability to debit your nominated account and transfer the amount you request to your investment. This agreement sets out the terms on which you authorise us to deduct from your account with your financial institution any amounts that become payable to an investment with us.

Direct Debit arrangements

- for initial applications made by completing a Direct Debit Request, we will debit the amount(s) nominated from your account generally within two days of receiving a valid application
- for subsequent investments, when we receive a valid instruction either by phone, letter or over the internet, we will debit your account generally within two days of receiving the instructions (provided we have previously received a valid Direct Debit Request)
- a valid instruction will be an instruction given by you or from a person nominated by you to provide such instructions.

Regular Investment Plan arrangements

- for investments made under a Regular Investment Plan, we will debit your account on or around the date you have chosen — either the 5th or the 19th of each month
- where the due date falls on a non-business day, we will draw the amount on the next business day. If you are uncertain as to when the debit will be processed to your nominated account, you should enquire directly with your financial institution where the account is based.

Your Responsibilities

It is your responsibility to:

- ensure that your financial institution allow direct debits on your nominated account.
- ensure that your nominated account details are correct, and if uncertain, to check with your financial institution before completing the Direct Debit Request
- ensure that sufficient cleared funds are available in your nominated account by the due date to permit payments under the Direct Debit Request. Please check with us if you are uncertain when debits will be processed to your account
- ensure that the authorisation given to draw on your nominated account is identical to the account signing instruction held by your financial institution where the nominated account is based
- advise us if your nominated account is transferred or closed or your nominated account details change
- arrange with us a suitable alternate payment method if the drawing arrangements are cancelled either by you or your financial institution.

Your rights

- you may cancel, alter, defer or suspend your Direct Debit Request, or stop or suspend an individual debit from taking place, by calling BT Customer Relations on 132 135, from 8.00am to 6.30pm (Sydney time), Monday to Friday. In some cases we will require your written confirmation.
- you must notify us at least seven business days before the next scheduled debit to ensure changes are effective that month. Notification received after that time may result in your changes taking effect in the following month. You may also be able to stop an individual debit by contacting your own financial institution. You may be liable for financial institution charges if you do this; the financial institution should have information on these.
- if you have any questions or concerns about your Direct Debit Request, such as where you consider that a drawing has been initiated incorrectly, you should take the matter up directly with us by calling BT Customer Relations on 132 135, from 8.00am to 6.30pm (Sydney time), Monday to Friday.

Our commitment to you

- we will only change the amount of the payment under the Direct Debit Request on receipt of a valid instruction
- we will only vary the terms of this agreement after giving you 30 days notice in writing
- we reserve the right to cancel your drawing arrangements if two or more consecutive drawings are returned unpaid by your nominated financial institution. Standard government fees, duties and bank charges (including dishonour fees and conversion costs) may apply to investments. These are paid by the investor.
- we will keep all your records and information pertaining to your nominated account at the financial institution private and confidential, except where you have made a claim relating to a debit you claim has been made incorrectly, or wrongfully, in which case Westpac Banking Corporation ABN 33 007 457 141 (as our sponsor in the Bulk Electronic Clearing System) may require us to provide this information to them in connection with your claim to the extent necessary to resolve your claim.

You can submit this form by:

- ✉ mail BT Financial Group
GPO Box 2675
Sydney NSW 2001
- ☎ fax visit a Westpac Branch and request that this form is faxed to us at our fax number (02) 9274 5780
- @ email* retailprocessing@btfinancialgroup.com

* We will not accept any requests by email if you are changing your name.