



# Change of personal details form

This form is for investors who are already invested in one of the following Bennelong funds.

- 4D Global Infrastructure Fund (Unhedged)
- 4D Global Infrastructure Fund (AUD Hedged)
- 4D Emerging Markets Infrastructure Fund\*
- Bennelong Australian Equities Fund
- Bennelong Concentrated Australian Equities Fund
- Bennelong ex-20 Australian Equities Fund
- Bennelong Twenty20 Australian Equities Fund
- Bennelong Emerging Companies Fund
- Canopy Global Small & Mid Cap Fund
- Quay Global Real Estate Fund (Unhedged)
- Quay Global Real Estate Fund (AUD Hedged)
- Skerryvore Global Emerging Markets All-Cap Equity Fund
- Touchstone Index Unaware Fund

This is an electronic form, so you can type directly into the provided boxes. If you prefer to handwrite your information, please use capital letters and black or blue ink, and mark boxes with an X. If you make an error, initial the change. Do not use correction fluid.

 If you have any questions, contact Bennelong Funds Management **Client Experience** on **1800 895 388 (Australia)** or **0800 442 304 (New Zealand)** or email [client.experience@bennelongfunds.com](mailto:client.experience@bennelongfunds.com).

**If you are updating your name, account operating authority, bank details or TFN, you must sign this form in wet ink (i.e. with an original signature and not scanned or photocopied) and send it back to us via post, along with any required supporting documentation.**

Once you have completed this form, please post, fax or email it to:



Bennelong Funds Management Ltd  
C/- Citi Unit Registry Australia  
GPO Box 764  
Melbourne VIC 3001  
Australia



Attention: Bennelong Funds  
Management Ltd  
C/- Citi Unit Registry Australia  
(+61) 1300 989 813



Attention: Bennelong Funds  
Management Ltd  
[client.experience@bennelongfunds.com](mailto:client.experience@bennelongfunds.com)

**Note:** All information provided is in accordance with the Privacy Act 1988 and its amendments. Bennelong Funds Management's Privacy Policy is available on our website ([bennelongfunds.com/privacy](http://bennelongfunds.com/privacy)) or by contacting Client Experience.

## Investor details

Investor number

Current investor name

Your investor number can be found on your periodic statement or tax statement.

Select all the details you are changing:

- Name
- Account operating authority
- Communication preference
- Contact details/address
- Bank account
- Distribution payment election
- ABN/TFN
- Adviser details

Pages you must complete:

- 1, 2, 6
- 1, 2, 6
- 1, 3, 6
- 1, 3, 6
- 1, 4, 6
- 1, 4, 6
- 1, 4, 6
- 1, 5, 6

## Change of name (if applicable)

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If you are updating your name, you must post this original signed form to us. You cannot fax or email it, or post a photocopy.

### Previous name details

Title	First name(s)
<input type="text"/>	<input type="text"/>
Family name	
<input type="text"/>	
Signature	Date
<input type="text"/>	<input type="text"/>

### New name details

Title	First name(s)
<input type="text"/>	<input type="text"/>
Family name	
<input type="text"/>	
Signature	Date
<input type="text"/>	<input type="text"/>

### Supporting documentation

I have enclosed one of the following proof of change of name documents (select relevant boxes):

- A **certified copy** of my marriage certificate
- A **certified copy** of my change of name certificate
- A **certified copy** of my marriage certificate and decree nisi (divorce papers)

**AND** one of the following primary identification documents issued in my new name:

- A **certified copy** of my driver's licence issued under state or territory law
- A **certified copy** of my passport

For name changes, you need to post an original certified copy of the original documents. A person who is authorised to certify documents must sight the original and the copy and make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping 'certified true copy' followed by their signature, printed name, qualification (e.g. Justice of the Peace, police officer, etc) and date.

Details of people who can certify documents can be found in our Identification and certification requirements guide, available at [bennelongfunds.com/forms](https://bennelongfunds.com/forms).

## Change of account operating authority (if applicable)

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If you are updating your account operating authority, you must post this original signed form to us. You cannot fax or email it, or post a photocopy.

Select how you wish to operate your account.

- Any one of us to sign
- Any two of us to sign
- All of us to sign

If you select 'Any one of us to sign', each signatory (including any person you appoint as an authorised representative) will be able to transact or operate your account independently.

Note **this** form will still need to be signed by all existing signatories.

## Change of communication details (if applicable)

We are required to send you various communications about your investment (e.g. transaction confirmations, and unitholder, half-yearly and annual statements).

Select ONE of the following communication options.

Email (provide new details below if required)

Post (provide new details below if required)

**Note:** From time to time, we may also send other materials relating to your investment (e.g. monthly reports and fund manager insights). You may unsubscribe to such materials at any time.

## Change of contact details (if applicable)

Do not provide adviser details in this section.

Name of investor whose details are changing

### New phone number(s)

Mobile

Work

Home

### New email address

Please add this email address to those already on file for my account

Please remove the following email address from my account and replace with the one above

If you have other email addresses to add to or delete from your account, please print this page as required (including the relevant contact name) and attach it to the back of this form.

### New mailing address

Street number and name

Suburb

State

Postcode

Country

### New registered address

Street number and name

Suburb

State

Postcode

Country

## Change of bank account details (if applicable)

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**If you are updating your bank account details (including for payment of distributions), you must post this original signed form to us. You cannot fax or email it, or post a photocopy.**

Please provide your new bank account details in order to receive your future redemption payments and distribution payments (if applicable). Payments can only be made to a bank account held in the name of the investor/investing entity. Payments cannot be made into third party bank accounts. The bank account must be domiciled in Australia and denominated in Australian dollars.

Note we may need to call you to verify your identity before a change to your bank account can be finalised.

Australian financial institution/bank

BSB number

Account number

Bank account name

## Change to distribution payments (if applicable)

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**If you are updating your bank account details (including for payment of distributions), you must post this original signed form to us. You cannot fax or email it, or post a photocopy.**

- Reinvest my distributions
- Pay my distributions into the bank account held on file, or the new bank account provided above
- Pay my distributions into the alternate bank account provided below

Australian financial institution/bank

BSB number

Account number

Bank account name

## Change to Tax File Number/ABN (if applicable)

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**If you are updating your Tax File Number, you must post this original signed form to us. You cannot fax or email it, or post a photocopy.**

You can provide a Tax File Number/Australian Business Number to record against your investment.

Entity name

Entity name

Tax File Number/Australian Business Number

Tax File Number/Australian Business Number

If this is a joint holding, both individuals need to provide a valid Tax File Number to avoid withholding tax.

## Change of adviser details (if applicable)

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### Adviser to be removed from account

Adviser name

If your adviser was the sole recipient of your account statements, please ensure you complete page 3 (Change of communication details) to update your preference.

### Adviser to be added to account

Adviser name

Adviser number (if known)

Business name

Address

Suburb

State

Postcode

Country

Phone

Fax

Email

# Signatories

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**This form must be signed by all authorised signatories.**

I/We declare that I/we have read, understood and agree to the terms and conditions contained within the relevant Product Disclosure Statement (latest versions available at [bennelongfunds.com/forms](https://bennelongfunds.com/forms)) and any related incorporated material to which this form applies.

Name of investor 1

Signature

Date

Name of investor 2 (if applicable)

Signature

Date

Select your **investor type**:

- |  |   |
|--|---|
| <input type="checkbox"/> Individual/joint investor/sole trader             | <input type="checkbox"/> Trust/superannuation fund with corporate trustee |
| <input type="checkbox"/> Company   | <input type="checkbox"/> Partnership                                      |
| <input type="checkbox"/> Trust/superannuation fund with individual trustee | <input type="checkbox"/> Agent of investors                               |

Company seal (if applicable)