

# JANA Investment Trust

## Application/Instruction Form



The Trustee: MLC Investments Limited (MLCI)  
ABN 30 002 641 661 AFSL 230705  
A member of the NAB Group of companies

Before signing this Application / Instruction Form, you should read the current Information Memorandum (IM) (and any supplementary IM) and Constitution(s) (for the appropriate Trust(s)) to which this Application / Instruction Form relates. Instructions should be completed in accordance with the instructions contained within this form.

Please complete this Application / Instruction Form and the relevant Financial Services Council (FSC) identification form(s), attach your cheque or arrange for payment through electronic funds transfer system with your bank and forward it to the address shown below:

### Client Services

Level 21  
255 George Street  
Sydney, NSW 2000

Tel (02) 9936 4577

Fax (02) 9936 4500

Email [institutional.operations@nab.com.au](mailto:institutional.operations@nab.com.au)

## I. CONTACT DETAILS

### IA. ACCOUNT DETAILS<sup>1</sup>

Account Number (if known)

Account Name

### IB. CONTACT DETAILS

Name

Company Name

Mailing Address

<input type="text"/>			
			Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone

Facsimile

Email

<sup>1</sup> For subsequent investments and redemptions go to section 5.

## 2. INSTRUCTIONS TO COMPLETE

Please print in **BLOCK LETTERS** and use **BLACK** or **BLUE** ink to complete this Application / Instruction Form and the relevant **FSC identification form(s)**.

To ensure that we are able to process your application quickly and efficiently, please cross (X) each box below to confirm that you have completed each section of the Application / Instruction Form that is relevant to your investment:

- Signed and dated** the Application / Instruction Form.
  - Individual investor** – sign and date the form.
  - Joint investors** – both investors to sign and date the form.
  - Company** – to be signed and dated by two directors or a director and secretary of the company or, if the company has only a sole director, that director.
  - Trusts (including SMSFs)** – to be signed and dated by a trustee.
  - Other (associations / government bodies / registered co-operatives / partnerships)** – to be signed and dated.
  - Authorised Signatory List** – if **an organisation** wishes to authorise persons other than the Director(s)/Secretary signing the Application / Instruction Form to make transactions in relation to the investment, then a certified copy of the Authorised Signatory List must be submitted to Registry Services.
  - Power of Attorney – in the presence of a witness** sign and date the form. Attach a certified copy of the Power of Attorney. Each page of the Power of Attorney document must be certified by a Justice of the Peace, solicitor or notary public. The Attorney needs to **complete the FSC identification form for individuals**, which is available on [nabam.com.au/forms](http://nabam.com.au/forms)
- Supplied your – **TFN, ABN, TFN exemption** or country of tax residence for non-residents.
- Supplied your **email address**.
- Provided **certified proof of identity** – to be attached with this Application / Instruction Form.
- Provided **relevant FSC identification form(s)** – to be attached with this Application / Instruction Form.

## ANTI-MONEY LAUNDERING AND RELATED LAWS

**Anti-Money laundering and other related laws require us to collect and/or verify information about the identity of customers and related parties, including anyone acting on your behalf.**

The following instructions for completing the Application / Instruction Form will assist you to provide this information. The provision of complete and accurate information will enable us to process your application efficiently and meet our legislative obligations.

Under relevant laws, we may be required to ask you for additional identity verification documents and/or information about you or a related party, either when we are processing your application or at some stage after we issue the units. We may pass any information we collect to the relevant government authority.

We reserve the right to restrict withdrawals from your account if we have not been provided with the necessary identification information about you or a related party.

## IDENTITY VERIFICATION DOCUMENTS

Upon investing with MLCI, you will be required to provide valid identity verification documentation. The actual documentation required will depend on whether you are an individual investor or a non-individual investor such as a superannuation fund, a trust or a company. The applicable documentation is outlined in the relevant FSC identification form(s) (refer to Section 10).

**If any documentation you provide is not in English, it must be accompanied by an original copy of an English translation prepared by an accredited translator.**

If we do not receive all the required valid customer identity verification documents with your Application / Instruction Form or we are unable to verify your identity at any time, we may not be able to commence your investment or may not process any future withdrawal requests until we receive the required documents. We will contact you as soon as possible if we require more information.

Please provide the **certified copies** of the original identity verification documents (not faxed or scanned copies) as listed in the relevant FSC identification form(s). Until we receive such document(s) we reserve the right to withhold processing any requests you wish to make in the future.

If the Application / Instruction Form is signed under Power of Attorney, we will also require a certified copy of the Power of Attorney document and a specimen signature of the Attorney.

Please refer to 'Approved Certifiers' for a list of persons who can certify these documents and see 'Certified copy requirements' for details of how documents must be certified.

## CERTIFIED COPY REQUIREMENTS

A certified copy is a document that has been approved as a true copy of an original document. The following certification requirements **must appear on each page of the copy:**

- The text: **'This is to certify that this is a true and correct copy of the original which I have sighted'**.
- **Signature** of the Approved Certifier.
- **Full printed name** of the Approved Certifier (e.g. Michelle Helena Citizen).
- **Capacity** of the Approved Certifier (e.g. solicitor).
- **Full address** of the Approved Certifier.
- **Registration number** (if applicable).
- **Date** that the document was certified.

## APPROVED CERTIFIERS

Identity verification documents may be certified as a true and correct copy of an original document by one of the following persons in Australia. The person certifying must state their capacity (from the list below) and complete according to **certified copy requirements** listed above.

1. A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia as a legal practitioner (however described).
2. A judge of a Court.
3. A magistrate.
4. A chief executive officer of a Commonwealth Court.
5. A registrar or deputy registrar of a Court.
6. A Justice of the Peace.
7. A notary public (for the purposes of the Statutory Declaration Regulations 1993).
8. A police officer.
9. An agent of the Australian Postal Corporation who is in charge of supplying postal services to the public.
10. A permanent employee of the Australian Postal Corporation with two or more years of continuous service who is employed in an office supplying postal services to the public.
11. An Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955).
12. An officer with two or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993).
13. A finance company officer with two or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declarations Regulations 1993).
14. An officer with, or authorised representative of, a holder of an Australian Financial Services Licence (AFSL), having two or more continuous years of service with one or more licensees.
15. A member of the Institute of Chartered Accountants in Australia, CPA Australia or the Institute of Public Accountants with two or more years of continuous membership.
16. A foreign public notary whose appointment is lawful and their status as a notary public can be verified.

## AUSTRALIAN TAX FILE NUMBER

MLCI is authorised under the Australian Income Tax Assessment Act 1936 to ask for your Australian tax file number (TFN) when you open an investment account for income distribution purposes. You don't have to provide your TFN and it's not an offence if you decide not to, but if you don't, 'Pay As You Go Withholding Tax' will be deducted at the highest marginal tax rate (plus Medicare Levy) from any income distributions payable to you.



## 4. INVESTOR DETAILS CONTINUED...

### 4C. COMPANIES / TRUSTS / SUPERANNUATION FUNDS / ASSOCIATIONS / GOVERNMENT BODIES / REGISTERED CO-OPERATIVES / PARTNERSHIPS

Name	ABN/ACN
<input type="text"/>	<input type="text"/>
Account designation	TFN <sup>3</sup>
<input type="text"/>	<input type="text"/>
Contact person name <sup>4</sup>	TFN exemption reason
<input type="text"/>	<input type="text"/>
Contact person email	Nature of business / industry (e.g. SMSF or legal services)
<input type="text"/>	<input type="text"/>
Contact person phone: Business hours	Country of tax residence (non-Australian residents)
(    )	<input type="text"/>
Contact person facsimile	
(    )	

<sup>3</sup> It is not against the law if you choose not to give your TFN, exemption code or exemption reason, but if you decide not to, tax will be taken out of your distributions at the highest marginal rate (plus Medicare Levy). See 'Australian tax file number' on page 2 for more information.

<sup>4</sup> Please provide details of the person we should contact regarding this form.

## 5. TRANSACTION INSTRUCTIONS

I/We direct that the following amounts be applied/redeemed to each Trust in respect of this application/redemption.

**Note:** Minimum initial investment \$500,000 per Trust.

	Application	Redemption	Amount	or	%
JANA Core Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Diversified Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA High Alpha Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Passive Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Small Caps Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA SRI Australian Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Enhanced Index Global Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Enhanced Index Global Share Trust with Currency Hedged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Diversified Global Share Trust with Currency Hedged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA High Alpha Global Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA High Alpha Global Share Trust with Currency Hedged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Passive Global Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Passive Global Share Trust with Currency Hedged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA SRI Global Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA SRI Global Share Trust with Currency Hedged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Emerging Markets Share Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Australian Property Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Global Property Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA All-Maturity Diversified Debt Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Diversified Fixed Income Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Short-Maturity Diversified Debt Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Cash Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Moderate Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Select Opportunities Trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
JANA Tailored option (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>		<input type="text"/>





## II. DELEGATION OF AUTHORITY

(For initial applications or change in details)

The people whose names and signatures appear below are authorised to act on our behalf in dealing with the Trustee in connection with matters relating to the administration of our investment in the JANA Investment Trusts.

The Trustee may therefore, until receipt of further written notice, accept and act on notices, instructions, requests, data, information and evidence given, made or furnished under this Delegation of Authority. We indemnify the Trustee and its agents in respect of any claim or liability incurred by any of them arising directly or indirectly from action taken or omissions made in reliance on or pursuant to such notices, instructions, requests, data, information or evidence.

Full Name

Specimen Signature

	Date (DD/MM/YYYY) <input type="text"/>
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Specified Matters<sup>6</sup>

Full Name

Specimen Signature

	Date (DD/MM/YYYY) <input type="text"/>
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Specified Matters<sup>6</sup>

Full Name

Specimen Signature

	Date (DD/MM/YYYY) <input type="text"/>
--	---

Specified Matters<sup>6</sup>

Full Name

Specimen Signature

	Date (DD/MM/YYYY) <input type="text"/>
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Specified Matters<sup>6</sup>

<sup>6</sup> If the delegated authority is not limited to specific matters (eg benefit payments) the word 'General' should be entered. Please attach a schedule if more space is required.

Signature instructions

(eg number of signatures required, company seal required).

## 12. PRIVACY NOTIFICATION

We collect your personal information from you directly wherever we can but in some cases where it is relevant to you and your investment we may collect it from third parties such as your agent or adviser. We do this for the purposes of determining your eligibility to invest and to be able to manage and administer your investment. If your personal information is not provided to us we may not be able to accept your investment or be able to manage and administer it. We may collect information about you because we are required or authorised by law to collect it. There are laws that affect financial institutions, including company and tax laws, which require us to collect personal information so we can, for example, verify your identity under Commonwealth Anti-Money Laundering law.

As a member within the NAB Group, we may disclose your personal information to other NAB Group members and to parties outside the NAB Group (for example and as relevant to your investment, to your agent or adviser, to our agents and service providers including for the purpose of training staff and the development and testing of products, services and systems, risk management, planning, research and analysis). We may share your information with other organisations for the purposes for which we collect your information. We may also provide your information to Members within the NAB Group who operate their business overseas and we may need to share your information to organisations outside Australia (for example a call centre) – a list of those countries where such information may be shared is at [nab.com.au/privacy/overseas-countries-list](http://nab.com.au/privacy/overseas-countries-list).

Further, to let you know about the products the NAB Group has on offer, we, other NAB Group members and MLC Limited may use your personal information for marketing activities. You can let us know at any time if you no longer wish to receive direct marketing offers from members of the NAB Group or MLC Limited by contacting us.

More information about how we collect, use, share and handle your personal information is in the NAB Group privacy policy, including how you may access or correct information we collect about you and how you may make a complaint about a privacy issue, at [mlc.com.au/privacy](http://mlc.com.au/privacy) Contact us for a paper copy or if you have any questions or comments about the NAB Group privacy policy or procedures.



### 13. DECLARATION

I/We wish to subscribe for/redeem units in the JANA Investment Trusts in the amount and allocation detailed above and in doing so, agree to be bound by the provisions of the relevant Trust's constitution, as amended from time to time, and further acknowledge that, where this instruction is made in one or more names, the investment is held as Joint Tenants.

I/We warrant that the making of the initial application is an amount of not less than \$500,000 for units in any individual Trust and/or I/we otherwise fall within the categories of 'wholesale client' under the Corporations Act and I/we warrant, if I/we received the offer in New Zealand, I/we am/are a wholesale investor within the meaning of the Financial Markets Conduct Act 2013 (NZ) and I/ we indemnify the Trustee and its agents for any loss or damage which may arise if this is not the case.

I/We acknowledge that an initial application will not be accepted by the Trustee until this Application / Instruction Form, the relevant FSC Identification Form(s) and all other documents provided are true and correct and verified in accordance with the Anti-Money Laundering and Counter-Terrorism Financing Act 2006. I/we declare that all details in this Application / Instruction Form, relevant FSC identification Form(s) and all documents provided are true and correct. I/we agree to advise the Trustee, MLC Investments Limited (MLCI) (ABN 30 002 641 661) (AFSL 230705), of any change in circumstances in future including changes affecting my/our declared tax residency status within 30 days and I/we agree to indemnify MLCI against any liabilities whatsoever arising out of it acting on any of these details or any future details provided by me/us in connection with this application.

I/We have read and understood the Information Memorandum (IM) to which this instruction relates, and acknowledge that an investment in the JANA Investment Trusts does not represent a deposit with or liability of National Australia Bank Limited or any of its related bodies corporate or associated companies or businesses of the National Australia Group of companies and is subject to investment risk, including possible delays in repayment and loss of income and capital invested.

I/We have read and understood the Privacy information in the IM and the Application / Instruction Form. I/We agree to receive annual tax statements in soft copy. I/We agree to obtain financial reports via the internet.

None of the National Australia Bank Limited, MLC Investments Limited, NAB Asset Management Services Limited or other member company in the National Group of companies or appointed investment managers, guarantee the repayment of capital, payment of income or the performance of the JANA Investment Trusts.

Where this instruction is signed under the power of attorney the donee declares that they have not received any notification of revocation whether by death or otherwise.

Full Name

Date of birth (DD/MM/YYYY)

Residential Address

  

Signature

  

Office Held

Full Name

Date of birth (DD/MM/YYYY)

Residential Address

  

Signature

  

Office Held

A corporation may execute this instruction with or without a common seal. In either case it must be signed by a director or secretary or otherwise in accordance with the corporation's constitution and the Corporations Act 2001.

If the corporation has only one director, and that director is the corporation's sole company secretary then that director alone may sign. If this is the case, the sole director must state next to his/her name that he/she is the sole director and sole company secretary.

Place Common Seal here (if applicable)