

# AMP CAPITAL INVESTMENT FUNDS NEW ZEALAND AND AUSTRALIAN SHARES FUNDS

Product Disclosure Statement

**Dated 3 December 2018**

This document replaces the Product Disclosure Statement dated 8 November 2017.

**Issued by AMP Investment Management (N.Z.) Limited**

This document gives you important information about this investment to help you decide whether you want to invest. There is other useful information about this offer on [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose). AMP Investment Management (N.Z.) Limited has prepared this document in accordance with the Financial Markets Conduct Act 2013 (**FMC Act**). You can also seek advice from a financial adviser to help you to make an investment decision.

## 1. Key information summary

### What is this?

This is a managed investment scheme. Your money will be pooled with other investors' money and invested in various investments. AMP Investment Management (N.Z.) Limited will invest your money and charge you a fee for its services. The returns you receive are dependent on the investment decisions of AMP Investment Management (N.Z.) Limited, and of its investment managers and the performance of the investments. The value of those investments may go up or down. The types of investments and the fees you will be charged are described in this document.

### What will your money be invested in?

There are three investment options offered under this Product Disclosure Statement (PDS).

These investment options are summarised below. More information about the investment target and strategy for each investment option is provided in section 3 of the PDS, "Description of your investment options" on page 6.

### Who manages the AMP Capital New Zealand and Australian Shares Funds?

The manager of the funds is AMP Investment Management (N.Z.) Limited (**Manager**).

See section 7 of the PDS, "Who is involved?" on page 8 for more information about us.

### What are the returns?

The return on your investment comes from:

- any increase or decrease in the unit price, and
- any income distributions made from the fund.

The NZ Shares Fund distributes income half yearly. The Manager's policy is to distribute 72% of the income of each fund (adjusted for any imputation credits that may be available).

The other funds offered under this PDS do not distribute income.

See section 2 of the PDS, "How does this investment work?" on page 5 for more information.

### How can you get your money out?

You may at any time request the redemption of some or all of your investment. For each fund, payment will normally be made within 10 business days of the Manager receiving a redemption request from you.

We reserve the right to refuse a redemption request for less than \$50 or a redemption request that would result in you holding less than \$50 of units (except where all of your units are to be redeemed). We also have the ability, in certain circumstances, to suspend redemptions (for instance, where we believe, in good faith, that it is not practicable or would be prejudicial to investors' interests for the Supervisor to realise assets or borrow to permit redemptions - this could be because of market or asset conditions or other circumstances).

See section 2 of the PDS, "How does this investment work?" on page 5 for more information.

Your investment in the AMP Capital New Zealand and Australian Shares Funds can be sold but there is no established market for trading these financial products. This means that you may not be able to find a buyer for your investment.

### How will your investment be taxed?

All of the funds offered under this PDS are Portfolio Investment Entities (PIEs).

The amount of tax you pay in respect of a PIE is based on your Prescribed Investor Rate (PIR). To determine your PIR go to [www.ird.govt.nz/toii/pir/](http://www.ird.govt.nz/toii/pir/).

See section 6 of the PDS "What taxes will you pay?" on page 8 for more information.

### Where can you find more key information?

AMP Investment Management (N.Z.) Limited is required to publish quarterly updates for each fund. The updates show the returns, and the total fees actually charged to investors, during the previous year. The latest fund updates are available at [www.ampcapital.com](http://www.ampcapital.com). The Manager will also give you copies of those documents on request.

FUND NAME	DESCRIPTION	RISK INDICATOR	FUND CHARGES (ESTIMATED) (of the value of the fund's assets each year)	BUY / SELL SPREAD (of each investment/redemption)
<b>NZ SHARES FUND</b>	The fund is a diversified portfolio of predominantly New Zealand shares across a range of industries and sectors. The fund may also invest in Australian shares. Environmental, Social and Governance characteristics are integrated into the underlying investment manager's investment process.		0.77%	0.30% / 0.30%
<b>AUSTRALIAN SHARES FUND</b>	The fund is a diversified portfolio of Australian shares across a range of industries and sectors. Environmental, Social and Governance characteristics are integrated into the underlying investment manager's investment process.		0.49%	0.20% / 0.20%
<b>RESPONSIBLE INVESTMENT LEADERS NZ SHARES FUND</b>	The fund is a diversified portfolio of predominantly New Zealand shares across a range of industries and sectors. The portfolio may also invest in Australian shares. The fund is managed to specific 'responsible investment' criteria which prohibits investments in certain companies or activities, and encourages investment in companies with strong Environmental, Social and Governance factors and also actively engages on key thematic engagements each year. This fund is governed by a responsible investment charter and has been certified by the Responsible Investment Association of Australasia (RIAA*).	<p style="text-align: center;">See note below.</p>	1.00%	0.30% / 0.30%

\* RIAA is the industry body representing responsible and ethical investors across Australia and New Zealand. For more information on RIAA and what certification means, please see the offer register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose) in the document titled 'Other material information', located under the 'Documents' tab on the managed fund offer register for the AMP Capital Investment Funds.

See section 4 of the PDS, "What are the risks of investing?" on page 7 for an explanation of the risk indicator and for information about other risks that are not included in the risk indicator. To help you clarify your own attitude to risk, you can seek financial advice or work out your risk profile at [www.sorted.org.nz](http://www.sorted.org.nz).

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## 2. How does this investment work?

This PDS is an offer to purchase units in the AMP Capital New Zealand and Australian Shares Funds. Each of the funds offered under this PDS is constituted within a managed investment scheme that is governed by a trust deed dated 24 November 2015 (the AMP Capital Investment Retail Funds Trust Deed).

The money you invest buys units in the fund or funds you choose. Each fund invests in assets, such as shares. The units do not give you legal ownership of the fund's assets but they do give you rights to the returns from the assets.

The price of each unit depends on the value of the fund at the time you invest and any buy spread that applies to that fund. We calculate the unit price for a fund by dividing the Current Value of the fund by the number of units the fund has issued. The unit price is calculated daily.

A change in the value of the fund's assets affects the value of your units. The unit price for a fund will change as the market value of that fund's assets changes.

The number of units you have, when multiplied by the unit price, gives you the total value of your investment in any one fund (although the impact of tax can result in a change in the number of units you hold, up or down).

The assets of a fund are not available to meet the liabilities of any other fund in the scheme.

Investing in managed funds can help you achieve your savings goals and create greater wealth for the future by offering you:

- **Diversification.** Pooling together large amounts of money enables fund managers to invest in a spread of assets which allows diversification and aims to reduce the risk of your investment portfolio. It also provides access to markets and securities that might otherwise be out of reach.
- **Professional management.** Employing the expertise and resources of a professional manager is particularly beneficial if you do not have the time or the skill to manage your own investments.
- **Simplified investing.** Fund managers take care of the paperwork involved in buying, selling, reporting and record keeping.

The return on your investment comes from:

- any increase or decrease in the unit price, and
- any income distributions made from the fund.

The NZ Shares Fund distributes income half yearly. The Manager's policy is to distribute 72% of the income of each fund (adjusted for any imputation credits that may be available).

The distributions will be calculated on or about 31 March and 30 September in each year. The distributions will be made to those unit holders on the relevant fund's register of unit holders as at the close of business on the last business day prior to the day the distribution is calculated.

Distribution payments are intended to be made within five business days of the date on which the distribution is calculated.

You may elect to have all (but not part) of your distribution of income reinvested in further units (**Reinvestment Option**) and you can cancel, at any time, your election to reinvest in further units. A buy spread will not be charged on your reinvestment. Two weeks' notice is required of any changes to your election for those changes to be effective for a given distribution.

The Reinvestment Option may be varied, withdrawn or cancelled by us at any time, by giving not less than three months' notice to you.

The other funds offered under this PDS do not make distributions. Accordingly, any income of those funds is reflected in their unit price.

### Making investments

You can make an investment in any of the funds by completing the application form at the back of this PDS or invest online at [www.ampcapital.com](http://www.ampcapital.com).

You may invest in one or more funds as long as you invest a minimum of \$50 in each fund. When you make an investment in a fund, we will issue units at the unit price for that fund, adjusted for the applicable buy spread for that fund.

We also offer these funds via selected administration and custodial services. When reading this PDS you should remember that if your investments are made through an administration and custodial service they will be held by a custodian on your behalf. You should refer to the administration and custodial service terms and the relevant marketing information about investing in the funds through that service.

### Withdrawing your investments

You may request a redemption of some or all of your investment at any time. For each fund, payment will normally be made within 10 business days of our receiving a redemption request from you. However, we have the ability, in certain circumstances, to suspend redemptions (for instance, where we believe, in good faith, that it is not practicable or would be prejudicial to investors' interests for the Supervisor to realise assets or borrow to permit redemptions – this could be because of market or asset conditions or other circumstances).

When you redeem all or part of your investment from a fund, we will redeem your investment at the unit price for that fund adjusted for the applicable sell spread for that fund.

We reserve the right to refuse a redemption request for less than \$50 or a redemption request that would result in you holding less than \$50 of units (except where all of your units are to be redeemed).

### How to switch between funds

You may at any time request to switch your investment between the funds offered under this PDS or to any other AMP Capital Investment Fund offered by us. A switch will be treated as a redemption from one fund or funds and an application into the other fund or funds.

You will not be charged a switch fee but the buy and sell spreads will apply on each redemption and application under the switch. More information about the buy and sell spreads can be found in section 5 of the PDS, "What are the fees?" on page 7.

This PDS provides information on the AMP Capital New Zealand and Australian Shares Funds. Information on other AMP Capital Investment Funds not offered under this PDS is provided in the following PDS documents:

- AMP Capital Cash and Fixed Interest Funds PDS
- AMP Capital Global Shares Funds PDS
- AMP Capital Goals Based Funds PDS
- AMP Capital Property, Infrastructure and Commodities Funds PDS
- AMP Capital Responsible Investment Leaders Diversified Funds PDS
- AMP Capital Index Funds PDS
- AMP Capital Global Companies Fund PDS.

### 3. Description of your investment options

FUND	SUMMARY OF INVESTMENT OBJECTIVES AND STRATEGY	TARGET ASSET MIX	RISK CATEGORY	MINIMUM SUGGESTED INVESTMENT TIMEFRAME
<b>NZ SHARES FUND</b>	<p><b>Objective:</b> To provide a Gross Return above the return of the S&amp;P/NZX 50 Index (on a gross basis and including imputation credits) over a rolling three year period.</p> <p><b>Strategy:</b> Investment is in a diversified portfolio of New Zealand shares with the scope to hold Australian shares. The investment approach is research driven and involves determining financial forecasts of companies. The results of these forecasts are then compared against each company's current share price. The investment manager looks for companies which have a sustainable competitive advantage, good growth outlook and the ability to grow earnings. Environmental, Social and Governance characteristics are integrated into the underlying investment manager's investment process.</p> <p>The base position is for the Australian dollar exposure to be unhedged.</p>	Australasian equities	<b>4</b>	5 years
<b>AUSTRALIAN SHARES FUND</b>	<p><b>Objective:</b> To provide a Gross Return above the return of the S&amp;P/ASX 200 Accumulation Index (in NZD) on a rolling three year basis.</p> <p><b>Strategy:</b> Invests in shares listed, or about to be listed, on the Australian Securities Exchange, through investment in the AMP Capital Equity Fund, a unit trust managed by AMP Capital Australia. The investments of the AMP Capital Equity Fund are diversified across a range of industries and sectors, with a focus on the largest 200 companies. In constructing the portfolio, AMP Capital Australia employ a systematic rules-based approach. Environmental, Social and Governance characteristics are integrated into AMP Capital Australia's investment process.</p> <p>The base position is for the Australian dollar exposure to be unhedged.</p>	Australasian equities	<b>5</b>	5 years
<b>RESPONSIBLE INVESTMENT LEADERS NZ SHARES FUND</b>	<p><b>Objective:</b> To provide a Gross Return above the return of the S&amp;P/NZX 50 Index (on a gross basis and including imputation credits) over a rolling three year period.</p> <p><b>Strategy:</b> Investment is in a portfolio of predominantly New Zealand shares which is generally exposed to companies with a sustainable competitive advantage, a good growth outlook and the ability to grow earnings. The portfolio takes a responsible investment approach, which integrates Environmental, Social and Governance factors while avoiding companies or industries with recognised high negative social impact. This fund has been certified by the Responsible Investment Association of Australasia (RIAA*).</p> <p>The base position is for the Australian dollar exposure to be unhedged.</p>	Australasian equities	<b>4</b>	5 years

\*RIAA is the industry body representing responsible and ethical investors across Australia and New Zealand. For more information on RIAA and what certification means, please see the offer register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose) in the document titled 'Other material information', located under the 'Documents' tab on the managed fund offer register for the AMP Capital Investment Funds.

The Manager can make changes to the Statement of Investment Policy and Objectives (SIPO) of any fund in accordance with the Trust Deed and the FMC Act 2013. Before making changes to the SIPO, the Manager will consider if the changes are in your best interests and consult with the Supervisor. We will give notice of changes to unit holders of the relevant fund prior to effecting any material changes. The most current SIPO for the funds can be found on the scheme register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose).

The Manager's use of the various market indices referred to here is subject to certain terms, conditions and disclaimers as described in the offer register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose) in the document titled 'Other material information', located under the 'Documents' tab on the managed fund offer register for the AMP Capital Investment Funds.

Further information about the assets in each fund can be found in the fund updates at [www.ampcapital.com](http://www.ampcapital.com).





## Individual action fees

### Buy/Sell spreads

	BUY SPREAD	SELL SPREAD
NZ Shares Fund	0.30%	0.30%
Australian Shares Fund	0.20%	0.20%
Responsible Investment Leaders NZ Shares Fund	0.30%	0.30%

### Explanation

**Buy/Sell spreads** - When you enter or leave a fund, any buy or sell spread applicable at that time will be a cost to you. The buy spread is added to the unit price on entry to the fund, and the sell spread is deducted from the unit price on exit from the fund. The buy/sell spreads belong to the fund and are not fees paid to us or any investment manager. The purpose of buy/sell spreads is to make sure that any transaction costs incurred as a result of an investor entering or leaving the fund are borne by that investor, and not other investors in the fund. There is no GST charged on buy/sell spreads.

There are no other one-off fees currently being charged to any of the funds offered under this PDS.

### Example of how fees apply to an investor

Deborah invests \$10,000 in the Responsible Investment Leaders NZ Shares Fund. A buy spread of 0.30% is incorporated in the unit price that she pays for her investment. This equates to \$30.

This brings the starting value of her investment to \$9,970.

She is also charged management and administration fees, which work out to about \$100 (1.00% of \$9,970). These fees might be more or less if the value of her investment has increased or decreased over the year.

#### Estimated total fees for the first year

Individual action fees: \$30

Fund charges: \$100

See the latest fund update for an example of the actual returns and fees investors were charged over the past year.

This example applies only to the Responsible Investment Leaders NZ Shares Fund. If you are considering investing in other funds in the scheme, this example may not be representative of the actual fees you may be charged.

### The fees can be changed

We can change fees from time to time. We can also add new fees. The rules about fee changes are in the Trust Deed which can be found on the scheme register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose).

AMP Investment Management (N.Z.) Limited must publish a fund update for each fund showing the fees actually charged during the most recent year. Fund updates, including past updates, are available on the offer register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose).

## 6. What taxes will you pay?

Each fund is a Portfolio Investment Entity. The amount of tax you pay is based on your PIR. To determine your PIR, go to [www.ird.govt.nz/toii/pir/](http://www.ird.govt.nz/toii/pir/). If you are unsure of your PIR, we recommend you seek professional advice or contact the Inland Revenue Department. It is your responsibility to tell the Manager (or, if you invest through an administration and/or custodial service, the provider of that service) your PIR when you invest or if your PIR changes. If you do not tell the Manager (or the provider of the administration and/or custodial service you invest through, if applicable), a default rate may be applied. If the advised PIR is lower than the correct PIR, you will need to complete a personal tax return and pay any tax shortfall, interest, and penalties. If the default rate or the advised PIR is higher than the correct PIR, you will not get a refund of any overpaid tax.

## 7. Who is involved?

### About AMP Investment Management (N.Z.) Limited

AMP Investment Management (N.Z.) Limited is the manager of the funds.

You can contact us by:

Telephone: (04) 494 2200

Fax: (04) 470 7708

Email: [ampcapital@ampcapital.com](mailto:ampcapital@ampcapital.com)

In writing:

AMP Investment Management (N.Z.) Limited

PO Box 3764

Wellington 6140

In person:

Level 1, Meridian Building

Queens Wharf

Wellington 6011

### Who else is involved?

TITLE	NAME	ROLE
Supervisor	The New Zealand Guardian Trust Company Limited	Supervisor of the funds under the FMC Act, responsible for supervising AMP Investment Management (N.Z.) Limited as manager of the funds.
Custodian	BNP Paribas Fund Services Australasia Pty Ltd	Appointed by the Supervisor to hold the assets of the funds on behalf of investors.
Investment Manager	AMP Capital Investors (New Zealand) Limited	Makes decisions about what the funds invest in. The investment manager may also appoint sub-investment managers to manage fund assets.
Investment Manager	Salt Funds Management Limited	Appointed by AMP Investment Management (N.Z.) Limited as investment manager of the NZ Shares Fund. Makes decisions about what the funds invest in.



TITLE	NAME	ROLE
Investment Manager	Harbour Asset Management	Appointed by AMP Investment Management (N.Z.) Limited as investment manager of the Responsible Investment Leaders NZ Shares Fund. Makes decisions about what the funds invest in.
Administration Manager	AMP Capital Investors (New Zealand) Limited	Appointed by the Manager. Provides administration functions for the funds.

More information, including the Trust Deed, is available on the scheme register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose).

## 8. How to complain

Any complaints or problems with the investment should be directed to the Manager using the contact details in section 7 of the PDS, “Who is involved?” on page 7.

In addition, the Manager is a member of Financial Services Complaints Limited, a dispute resolution scheme approved under the Financial Service Providers (Registration and Dispute Resolution) Act 2008. Under that scheme, if you have any complaints or problems with your investment, you should first try to resolve these with the Manager.

If your complaint cannot be resolved with the Manager, you may direct your complaint to:

Financial Services Complaints Limited  
4th Floor, 101 Lambton Quay  
PO Box 5967, Wellington

Telephone: 0800 347 257 or (04) 472 3725

Fax: (04) 472 3728

The scheme will not charge a fee to any complainant to investigate or resolve a complaint.

If you are not satisfied with the outcome of your complaint you can contact the Supervisor:

Manager Corporate Trusts  
The New Zealand Guardian Trust Company Limited  
Level 2, Perpetual Guardian House  
99 Customhouse Quay  
PO Box 3845, Wellington 6140

Telephone: (04) 901 5406

## 9. Where you can find more information

Further information relating to the AMP Capital New Zealand and Australian Shares Funds is available on the offer register and the scheme register at [www.companiesoffice.govt.nz/disclose](http://www.companiesoffice.govt.nz/disclose) and a copy of information on the offer register or scheme register is available on request to the Registrar of Financial Service Providers.

## Other information we will provide

You can also obtain the following information, free of charge:

INFORMATION	HOW TO OBTAIN
Latest unit price	The latest unit price is available on our website: <a href="http://www.ampcapital.com">www.ampcapital.com</a> .
Fund information relevant to you	You can inspect documents we hold that are relevant to you, and other documents that are legally required to be provided to you, at our offices during normal business hours, or request an extract of those documents, by written request to us.
Fund updates	The fund updates for the funds will be publicly available from our website and can be requested from us.

If you invest directly into the funds, we will send you confirmation information relating to your transactions when units are issued to you, as well as when you withdraw or transfer your units, and make available to you an annual report in respect of the scheme.

You will also be sent an annual tax statement which will include the amount of PIE income allocated to you and the amount of tax paid at your chosen PIR. You will also be asked to confirm your IRD number and PIR.

You can find general information about us, the funds, and our management team on our website [www.ampcapital.com](http://www.ampcapital.com).

## 10. How to apply

If you are making an investment directly with the Manager then you will be required to complete the application form at the back of this document.

## GLOSSARY

“**AMP Capital Australia**” means AMP Capital Investors Limited, a company incorporated in Australia.

“**Australian Shares Fund**” means AMP Capital Australian Shares Fund.

“**Current Value**” means the value of the assets of the fund less the value of the liabilities of the fund as defined in more detail in the Trust Deed.

“**FMC Act**” means the Financial Markets Conduct Act 2013.

“**Gross Return**” means the return before the deduction of tax, expenses and fees and assumes all income is reinvested.

“**Manager**” means AMP Investment Management (N.Z.) Limited.

“**NZ Shares Fund**” means AMP Capital NZ Shares Fund.

“**Responsible Investment Leaders NZ Shares Fund**” means AMP Capital Responsible Investment Leaders NZ Shares Fund.

“**Trust Deed**” means the AMP Capital Investment Retail Funds Trust Deed dated 24 November 2015 (as amended and consolidated from time to time).

Words or phrases not defined in this Glossary have the same meaning as in the Trust Deed.



### STEP 3 FOREIGN TAX RESIDENCY (FTR) DETAILS

It is mandatory to provide your FTR status even if you are also a taxpayer in New Zealand.

Are you applying to invest on your own account, not as agent, custodian, nominee, signatory, investment advisor, intermediary, or legal guardian

Yes  No If you have responded “no” please call us on 0800 400 499.

Are you a tax resident of a country other than New Zealand?

Main Applicant  Yes  No Joint Applicant 1 (if applicable)  Yes  No Joint Applicant 2 (if applicable)  Yes  No

If “no” to the preceding question go to step 4.

If you have responded “yes” please provide your details in the following table

#### MAIN APPLICANT

Country of Foreign Tax Residency	*Tax identification number (TIN)	If you cannot provide the tax identification number, please insert reason A or B from the list below
1		
2		
3		
4		

\* A tax identification number is an identifying number used for tax purposes, normally issued by the local tax authority in a country – e.g. in New Zealand the IRD issues an IRD Number

The reason the TIN is not available is:

A	The country of tax residence does not issue TINs
B	The country of tax residence does not require TIN to be disclosed

#### JOINT APPLICANT 1 (IF APPLICABLE)

Country of Foreign Tax Residency	*Tax identification number (TIN)	If you cannot provide the tax identification number, please insert reason A or B from the list above
1		
2		
3		
4		

#### JOINT APPLICANT 2 (IF APPLICABLE)

Country of Foreign Tax Residency	*Tax identification number (TIN)	If you cannot provide the tax identification number, please insert reason A or B from the list above
1		
2		
3		
4		

Further information about the “Foreign Tax Residency (FTR)” section can be found on the AMP Capital website in a “Learn about FATCA & CRS” document. ([www.ampcapital.com/investing-with-us/adviser-information](http://www.ampcapital.com/investing-with-us/adviser-information))

### STEP 4 AMOUNT OF UNITS APPLIED FOR

I/We wish to invest NZ\$  to purchase Units in the following AMP Capital New Zealand and Australian Shares Fund(s).

Applications must be for a minimum of \$50 in any Fund.

AMP Capital NZ Shares Fund	NZ\$	<input type="text"/>
AMP Capital Australian Shares Fund	NZ\$	<input type="text"/>
AMP Capital Responsible Investment Leaders NZ Shares Fund	NZ\$	<input type="text"/>
TOTAL INVESTMENT	NZ\$	<input type="text"/>

## STEP 5 DISTRIBUTION PAYMENTS

I/We elect to receive income distribution (if made) as follows:

Reinvest in additional units in the Fund.  Direct credit to bank account.

Distributions will be made by direct credit, please enter bank account details below:

Name of Bank

Account name

Bank/Branch

Account number

Suffix

## STEP 6 IDENTITY VERIFICATION OF NEW APPLICANT

Identity verification must be completed in all cases where the applicant is new to the AMP Capital Investment Funds (in accordance with the Anti-Money Laundering and Countering Financing of Terrorism Act 2009).

### What VERIFIED documents do I need to provide?

The documents we require from you to comply with the new Anti Money Laundering (AML) & Countering Financing of Terrorism Act 2009 are set out below:

#### OPTION A

One of the following primary forms of ID verified:

- New Zealand Passport
- Overseas Passport
- NZ Certificate of Identity
- New Zealand Firearms Licence
- New Zealand Refugee travel document or an Emergency Travel document

#### OPTION B

One of the following primary non-photographic forms of ID:

- New Zealand Full Birth Certificate
- New Zealand Certificate of Citizenship
- Overseas Birth Certificate or Citizenship Certificate

Plus ONE secondary or supporting form of photographic identification:

- New Zealand Drivers Licence
- 18+ Card

#### OPTION C

New Zealand Drivers Licence

Plus ONE secondary or supporting document\*:

- A bank statement or a statement by a government agency (eg. IRD Statement)
- A document issued by a government agency that contains a name and signature (eg. Super Gold Card)
- A document issued by a registered bank that contains a name and signature (eg. an eftpos or credit/debit card)

#### AND ONE OF THE FOLLOWING FORMS OF VERIFIED ADDRESS DOCUMENTS\*:

- Bank Account Statement
- Rates or Utility Bill
- IRD Tax notice/certificate
- Legal Document (eg. Rental tenancy agreement)
- Government or Government Department Document
- Print screen from [www.whitepages.co.nz](http://www.whitepages.co.nz)

\* All documents must be dated within the last 12 months and attached

### How do I verify copies of identification documents?

Documents must be verified by an 'AML Trusted Referee' and verified in the three months prior to providing the document.

#### AML TRUSTED REFEREES

The following categories of people are acceptable as AML Trusted Referees:

- > Commonwealth representative (as defined in the Oaths and Declarations Act 1957)
- > Member of the police
- > Justice of the Peace
- > Registered medical doctor
- > Kaumatua (as verified through a reputable source)
- > Registered teacher
- > Minister of religion
- > Lawyer (as defined in the Lawyers and Conveyancers Act 2006)
- > Notary Public
- > New Zealand Honorary consul
- > Member of Parliament
- > Chartered Accountant (within the meaning of section 19 of the New Zealand Institute of Chartered Accountants Act 1996)
- > A person who has the legal authority to take statutory declarations or the equivalent in New Zealand.

An AML Trusted Referee must be at least 16 years old and must not be:

- > the spouse or partner of the customer; or related to the customer; or
- > a person who lives at the same address as the customer; or
- > a person involved in the transaction or business requiring certification.

**WHEN VERIFYING IDENTIFICATION DOCUMENTS, THE TRUSTED REFEREE MUST:**

Sight the original documents, and write and sign the following form of certification on each of them:

I, [full names of referee], [referee's occupation], certify as follows:

1. This is a true copy of the [name of document] of [full name of customer] that has been sighted by me today, and
2. The [name of document] represents the identity of [name of customer].

Dated this [ ] day of [month] [year]

Signed

**NB: Some people (especially the very young and elderly) may be unable to fully comply with these requirements. Please call us on 0800 400 499 if you require further guidance on how to verify the identities by other means.**

**Declaration (to be completed by adviser if required)**

I have sighted the original(s) of the document(s) referred to above and confirm that the document(s) are correctly described. I also confirm that the person(s) named in the Personal Details section of this application form and the person(s) identified in the document(s) referred to above are the same individual(s). I have recorded information regarding the source of the funds or the customer's wealth, and completed Politically Exposed Persons checks.

I have no reason to believe that each person listed above is not who he or she claims to be.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Adviser details**

Adviser Name  Adviser Number

Adviser Business

**STEP 7 ACKNOWLEDGEMENTS**

I/We have received and read the latest Product Disclosure Statement for the AMP Capital New Zealand and Australian Shares Funds dated 3 December 2018 and understand that the terms and conditions of the Trust Deed will be binding on us. I/We agree to accept the Units issued to me/us by the Manager as a Unit Holder under the Trust Deed. I/We agree to be bound by the provisions of that Trust Deed (as duly amended from time to time). I/we acknowledge that AMP Investment Management (N.Z.) Limited, AMP Capital Investors (New Zealand) Limited and other members of the AMP group of companies (AMP Group) are subject to anti-money laundering, countering financing of terrorism and sanctions laws (AML Laws) in New Zealand, Australia and elsewhere. I/we agree not to do anything that could cause any member of the AMP Group to breach the AML Laws. I/we agree to provide each member of the AMP Group with all information and other assistance it reasonably requires to comply with the AML Laws. I/we agree to indemnify each member of the AMP Group against any loss it suffers as a result of me/us providing incorrect or incomplete information. I/we agree that no member of the AMP Group shall be liable to me/us or anyone else for any refusal to process or delay in processing a transaction I/we have requested or a suspension of my/our accounts with a member of the AMP Group in accordance with the AML Laws. I/we represent and warrant that I/we have no cause to believe the funds used to purchase Units in the Funds are the proceeds of crime or will be used to finance terrorism.

I/We agree that all information about me/us disclosed in this form may be used by AMP Investment Management (N.Z.) Limited or disclosed to and used by AMP Capital Investors (New Zealand) Limited and the Supervisor for the purpose of managing the Funds and my/our holding, including compliance with the AML Laws. I/We know that I/we can request such access to and correction of any information held about me/us by AMP Investment Management (N.Z.) Limited or AMP Capital Investors (New Zealand) Limited and the Supervisor. Notwithstanding the foregoing, I/we acknowledge that where a suspicious transaction report has been made about me/us, the person who has made that report is not able to give me/us access to any information about that report (including its existence) and I/we have no right to request information in that report be corrected. I/ We will inform AMP Investment Management (N.Z.) Limited of any changes to the information provided by me/us to AMP Investment Management (N.Z.) Limited, AMP Capital Investors (New Zealand) Limited or the Supervisor.

I/We acknowledge that I/we may be required separately in relation to this application to pay a fee to AMP Capital Investors (New Zealand) Limited or an associated person.

I/we undertake to advise the recipient promptly and provide an updated self-certification form where any change in circumstances occur, which causes any of the information contained in Step 3 this form to be inaccurate or incomplete.

## STEP 8 DECLARATION AND SIGNATURE

Joint holders should all sign this form. If this form is executed under Power of Attorney, the certificate of non-revocation of Power of Attorney below should be completed and a copy of the Power of Attorney forwarded with this form.

Signature(s) of applicant(s) (if 18 years or older)

MAIN APPLICANT  Date

or

JOINT APPLICANT #1  Date

JOINT APPLICANT #2  Date

### Applicants under 18 years of age or where power of attorney exists

Please complete and sign the following declaration if the application is being made:

- 1) for someone under the age of 18, the form must be signed by parent or legal guardian.
- 2) by an individual who holds Power of Attorney

I can confirm that I have Power of Attorney in respect of the application (or in the case of an applicant under the age of 18) that I am a parent/legal guardian of the applicant and authorised to sign on the applicant's behalf and I confirm that I have read and accepted the information contained in section seven above on behalf of the applicant named in section two of this form.

**The parent/legal guardian or holder of Power of Attorney must provide documents that confirm their identity. Please see section six for details of what you must provide.**

FULL NAME  Date of birth

Relationship to applicant  Telephone

Signature \_\_\_\_\_

Date \_\_\_\_\_

This Application Form must not be issued, circulated, or distributed unless accompanied by the Product Disclosure Statement dated 3 December 2018.

### Certificate of non-revocation of Power of Attorney

I,  of

Hereby certify:

THAT, by a Power of Attorney dated the  day of

(Name of person for whom attorney is signing)

appointed me his/her/their attorney on the terms and conditions set out in the Power of Attorney.

THAT I have executed the application for Units printed on the face of this form as attorney under that Power of Attorney and pursuant to the powers thereby conferred upon me.

THAT at the date of this certificate I have not received any notice or information of the revocation of that Power of Attorney by the death or liquidation of the donor or otherwise.

Signed at  This  day of  20

Signature of attorney \_\_\_\_\_



## STEP 9 MAKING PAYMENT

### Application - cheques

1. Before making any investment decisions investors should consider the information available in the Product Disclosure Statement.
2. Please note that our minimum initial investment is \$50 per fund.
3. **PLEASE MAKE CHEQUE PAYABLE TO: AMP Custodian Services (NZ) Limited – PIP Application Account.**
4. Post the Application Form and cheque to: Client Service Centre, PO Box 3764, Wellington 6140.
5. Once the cheque is banked and funds are cleared, units will be purchased in the selected AMP Capital Investment Fund(s).
6. Once your units are issued, a Confirmation of Investment letter will be posted to you.

### Application - direct credit

1. Before making any investment decisions investors should consider the information available in the Product Disclosure Statement.
2. Please note that our minimum initial investment is \$50 per fund.
3. Please direct credit the total amount noted on your application form from your bank account to:  
**AMP Custodian Services (NZ) Limited - PIP Application Account 02-0500-0936956-000.**
4. **The critical item for the direct credit is that the “code” used in the code field is a six character alphanumeric code made up of first three letters of your surname and any combination of numbers – e.g. EDM001.**
5. Note on the Application Form that monies will be direct credited. Scan Application Form and send to: [query@ampcapital.com](mailto:query@ampcapital.com) or; place Application Form in post to: Client Service Centre, PO Box 3764, Wellington 6140.
6. Once the funds are cleared, units will be purchased in the selected AMP Capital Investment Fund(s).
7. Once your units are issued, a Confirmation of Investment letter will be posted to you.



## STEP 4 AMOUNT OF UNITS APPLIED FOR

I/We wish to invest NZ\$  to purchase Units in the following AMP Capital New Zealand and Australian Shares Fund(s).

Applications must be for a minimum of \$50 in any Fund.

AMP Capital NZ Shares Fund	NZ\$	<input type="text"/>
AMP Capital Australian Shares Fund	NZ\$	<input type="text"/>
AMP Capital Responsible Investment Leaders NZ Shares Fund	NZ\$	<input type="text"/>
TOTAL INVESTMENT	NZ\$	<input type="text"/>

## STEP 5 DISTRIBUTION PAYMENTS

I/We elect to receive income distribution (if made) as follows:

Reinvest in additional units in the Fund.  Direct credit to bank account.

Distributions will be made by direct credit, please enter bank account details below:

Name of Bank

Account name

Bank/Branch

Account number



Suffix

## STEP 6 IDENTITY VERIFICATION OF NEW APPLICANT

Identity verification must be completed in all cases where the applicant is new to the AMP Capital Investment Funds (in accordance with the Anti-Money Laundering and Countering Financing of Terrorism Act 2009).

### What VERIFIED documents do I need to provide?

The documents we require from you to comply with the new Anti Money Laundering (AML) & Countering Financing of Terrorism Act 2009 are set out below:

#### STANDARD TRUST REQUIREMENTS:

- A verified copy of the Trust Deed
- IDs of Trustees verified (names, DOB and Residential address as per below options)
- Name and DOB of each Beneficiary
- Verified information of Source of Funds (eg. Bank statement or Sales and Purchase Agreement)
- IDs of any authorised signatories if different from Trustees verified (names, DOB and address as per below options)

#### ADDITIONAL INFO IF A STANDARD TRUST WITH A COMPANY AS TRUSTEE:

- IDs of the company directors verified (names, DOB and address as per below options)
- IDs of the company shareholders if owning more than 25% of shares verified (names, DOB and Residential address as per below options)
- IDs of any authorised signatories if different from company directors (names, DOB and address as per below options)

#### STANDARD COMPANY REQUIREMENTS:

- IDs of the company directors verified (names, DOB and address as per below options)
- IDs of the company shareholders if owning more than 25% of shares verified (names, DOB and Residential address as per below options)
- IDs of any authorised signatories if different from company directors (names, DOB and address as per below options)

**OPTION A**

One of the following primary forms of ID verified:

- New Zealand Passport
- Overseas Passport
- NZ Certificate of Identity
- New Zealand Firearms Licence
- New Zealand Refugee travel document or an Emergency Travel document

**OPTION B**

One of the following primary non-photographic forms of ID:

- New Zealand Full Birth Certificate
- New Zealand Certificate of Citizenship
- Overseas Birth Certificate or Citizenship Certificate

Plus ONE secondary or supporting form of photographic identification:

- New Zealand Drivers Licence
- 18+ Card

**OPTION C**

New Zealand Drivers Licence

Plus ONE secondary or supporting documents\*:

- A bank statement or a statement by a government agency (eg. IRD Statement)
- A document issued by a government agency that contains a name and signature (eg. Super Gold Card)
- A document issued by a registered bank that contains a name and signature (eg. an eftpos or credit/debit card)

**AND ONE OF THE FOLLOWING FORMS OF VERIFIED ADDRESS DOCUMENTS\*:**

- Bank Account Statement
- Rates or Utility Bill
- IRD Tax notice/certificate
- Legal Document (eg. Rental tenancy agreement)
- Government or Government Department Document
- Print screen from [www.whitepages.co.nz](http://www.whitepages.co.nz)

**Source of funds**

Please advise the source of funds being invested, eg. savings, inheritance, superannuation payout, etc.

\* All documents must be dated within the last 12 months and attached

**How do I verify copies of identification documents?**

Documents must be verified by an 'AML Trusted Referee' and verified in the three months prior to providing the document.

**AML TRUSTED REFEREES**

The following categories of people are acceptable as AML Trusted Referees:

- > Commonwealth representative (as defined in the Oaths and Declarations Act 1957)
- > Member of the police
- > Justice of the Peace
- > Registered medical doctor
- > Kaumatua (as verified through a reputable source)
- > Registered teacher
- > Minister of religion
- > Lawyer (as defined in the Lawyers and Conveyancers Act 2006)
- > Notary Public
- > New Zealand Honorary consul
- > Member of Parliament
- > Chartered Accountant (within the meaning of section 19 of the New Zealand Institute of Chartered Accountants Act 1996)
- > A person who has the legal authority to take statutory declarations or the equivalent in New Zealand.

An AML Trusted Referee must be at least 16 years old and must not be:

- > the spouse or partner of the customer; or related to the customer; or
- > a person who lives at the same address as the customer; or
- > a person involved in the transaction or business requiring certification.

**WHEN VERIFYING IDENTIFICATION DOCUMENTS, THE TRUSTED REFEREE MUST:**

Sight the original documents, and write and sign the following form of certification on each of them:

I, [full names of referee], [referee's occupation], certify as follows:

1. This is a true copy of the [name of document] of [full name of customer] that has been sighted by me today, and
2. The [name of document] represents the identity of [name of customer].

Dated this [ ] day of [month] [year]

Signed

**NB: Some people (especially the very young and elderly) may be unable to fully comply with these requirements. Please call us on 0800 400 499 if you require further guidance on how to verify the identities by other means.**

**Declaration (to be completed by adviser if required)**

I have sighted the original(s) of the document(s) referred to above and confirm that the document(s) are correctly described. I also confirm that the person(s) named in the Personal Details section of this application form and the person(s) identified in the document(s) referred to above are the same individual(s). I have recorded information regarding the source of the funds or the customer's wealth, and completed Politically Exposed Persons checks.

I have no reason to believe that each person listed above is not who he or she claims to be.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Adviser details**

Adviser Name  Adviser Number

Adviser Business

**STEP 7 ACKNOWLEDGEMENTS**

I/We have received and read the latest Product Disclosure Statement for the AMP Capital New Zealand and Australian Shares Funds dated 3 December 2018 and understand that the terms and conditions of the Trust Deed will be binding on us. I/We agree to accept the Units issued to me/us by the Manager as a Unit Holder under the Trust Deed. I/We agree to be bound by the provisions of that Trust Deed (as duly amended from time to time). I/we acknowledge that AMP Investment Management (N.Z.) Limited, AMP Capital Investors (New Zealand) Limited and other members of the AMP group of companies (AMP Group) are subject to anti-money laundering, countering financing of terrorism and sanctions laws (AML Laws) in New Zealand, Australia and elsewhere. I/we agree not to do anything that could cause any member of the AMP Group to breach the AML Laws. I/we agree to provide each member of the AMP Group with all information and other assistance it reasonably requires to comply with the AML Laws. I/we agree to indemnify each member of the AMP Group against any loss it suffers as a result of me/us providing incorrect or incomplete information. I/we agree that no member of the AMP Group shall be liable to me/us or anyone else for any refusal to process or delay in processing a transaction I/we have requested or a suspension of my/our accounts with a member of the AMP Group in accordance with the AML Laws. I/we represent and warrant that I/we have no cause to believe the funds used to purchase Units in the Funds are the proceeds of crime or will be used to finance terrorism.

I/We agree that all information about me/us disclosed in this form may be used by AMP Investment Management (N.Z.) Limited or disclosed to and used by AMP Capital Investors (New Zealand) Limited and the Supervisor for the purpose of managing the Funds and my/our holding, including compliance with the AML Laws. I/We know that I/we can request such access to and correction of any information held about me/us by AMP Investment Management (N.Z.) Limited or AMP Capital Investors (New Zealand) Limited and the Supervisor. Notwithstanding the foregoing, I/we acknowledge that where a suspicious transaction report has been made about me/us, the person who has made that report is not able to give me/us access to any information about that report (including its existence) and I/we have no right to request information in that report be corrected. I/ We will inform AMP Investment Management (N.Z.) Limited of any changes to the information provided by me/us to AMP Investment Management (N.Z.) Limited, AMP Capital Investors (New Zealand) Limited or the Supervisor.

- I/We acknowledge that I/we may be required separately in relation to this application to pay a fee to AMP Capital Investors (New Zealand) Limited or an associated person.
- I/we acknowledge that if I/we am/are a custodian applying on behalf of another person(s):
  - I/we warrant to the Supervisor and the Manager that the other person(s) has received a copy of the current Product Disclosure Statement for the funds, prior to this application being submitted; and
  - that person(s) is my/our 'customer' in terms of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 and I/we have and will comply with my/our obligations in respect of that person(s) under that Act, including to verify the identity of that person(s).

I/we undertake to advise the recipient promptly and provide an updated self-certification form where any change in circumstances occur, which causes any of the information contained in Step 3 this form to be inaccurate or incomplete.

## STEP 8 DECLARATION AND SIGNATURE

A company should execute this form in accordance with its constitution. If this form is executed under Power of Attorney, the certificate of non-revocation of Power of Attorney below should be completed and a copy of the Power of Attorney forwarded with this form.

Signature(s) of applicant(s)

TRUSTEE/DIRECTOR  Date

or

TRUSTEE/DIRECTOR  Date

TRUSTEE/DIRECTOR  Date

### Certificate of non-revocation of Power of Attorney

I,  of

Hereby certify:

THAT, by a Power of Attorney dated the  day of

(Name of person for whom attorney is signing)

appointed me his/her/its attorney on the terms and conditions set out in the Power of Attorney.

THAT I have executed the application for Units printed on the face of this form as attorney under that Power of Attorney and pursuant to the powers thereby conferred upon me.

THAT at the date of this certificate I have not received any notice or information of the revocation of that Power of Attorney by the death or liquidation of the donor or otherwise.

Signed at  This  day of  20

Signature of attorney \_\_\_\_\_

This Application Form must not be issued, circulated, or distributed unless accompanied by the Product Disclosure Statement dated 3 December 2018.

## STEP 9 MAKING PAYMENT

### Application - cheques

1. Before making any investment decisions investors should consider the information available in the Product Disclosure Statement.
2. Please note that our minimum initial investment is \$50 per fund.
3. **PLEASE MAKE CHEQUE PAYABLE TO: AMP Custodian Services (NZ) Limited – PIP Application Account.**
4. Post the Application Form and cheque to: Client Service Centre, PO Box 3764, Wellington 6140.
5. Once the cheque is banked and funds are cleared, units will be purchased in the selected AMP Capital Investment Fund(s).
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### Application - direct credit

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3. Please direct credit the total amount noted on your application form from your bank account to:  
**AMP Custodian Services (NZ) Limited - PIP Application Account 02-0500-0936956-000.**
4. **The critical item for the direct credit is that the “code” used in the code field is a six character alphanumeric code made up of first three letters of your surname and any combination of numbers – e.g. EDM001.**
5. Note on the Application Form that monies will be direct credited. Scan Application Form and send to: query@ampcapital.com or; place Application Form in post to: Client Service Centre, PO Box 3764, Wellington 6140.
6. Once the funds are cleared, units will be purchased in the selected AMP Capital Investment Fund(s).
7. Once your units are issued, a Confirmation of Investment letter will be posted to you.







## Contact details

### **Wellington office**

Level 1, Meridian Building  
Queens Wharf  
Wellington 6011

PO Box 3764  
Wellington 6140

### **Auckland office**

Level 16, PwC Tower  
188 Quay Street  
AUCKLAND 1010

PO Box 5346,  
Wellesley Street,  
Auckland 1141

### **Telephone**

+64 (4) 494 2200

8.30am - 5.00pm New Zealand time,  
Monday to Friday

E: [ampcapital@ampcapital.com](mailto:ampcapital@ampcapital.com)

W: [ampcapital.com](http://ampcapital.com)