

# Change of Details

This form is to provide Trilogy Funds with updates to an investment account.

This is an editable PDF and can be completed on your computer. If you prefer to complete a printed version, please write in BLOCK letters using either a blue or black pen only. Print X in the appropriate boxes to indicate your response. Do not use whiteout or erasable pen on this form. If you need to correct a mistake, cross out the section to be corrected, accompanied with your full signature.

Please provide your Trilogy Funds Investor ID number and then complete all relevant sections, ensuring Section 6 is completed.

Investor ID:

## Section 1: Individual details

If you are investing in the name of a superannuation fund, company, or trust you must complete both sections 1 & 2; to include the directors of proprietary companies and trustees. If there are more than 2 individuals to include in this section (including trustees, company directors, partners, or beneficiaries), please download and complete an Additional Individuals Form at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms) or call Investor Relations on 1800 230 099.

### Applicant 1

### Applicant 2

Individual type

Individual/Joint investor  
Individual trustee  
Company director  
Partner  
Beneficiary

Individual/Joint investor  
Individual trustee  
Company director  
Partner  
Beneficiary

Title

Given name(s)

Surname

Preferred name

Date of birth

Details of class, if any (beneficiaries only)

Tax file number (TFN) or specify  
your exemption category

US citizen or resident of the US for  
tax purposes (if applicable)

YES

NO

YES

NO

If YES, please download and complete a FATCA form available at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms).

Non-resident of Australia, other than  
US citizen or tax resident (if applicable)

YES

NO

YES

NO

If YES, please download and complete a Self Certification Declaration Form available at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms).

Politically exposed person (PEP) details  
(if applicable)

YES

NO

YES

NO

A PEP is an individual who holds (or has an immediate family member or close associate who holds) a prominent public position or role in a government body or international organisation, either in Australia or overseas.

## Address and contact details

Same as Individual /Applicant 1

Residential street address

City, State, and Postcode

Country (if not Australia)

PO Box or Postal address

*Only complete if different to your residential address*

Primary contact

Primary contact

Phone\*

Email\*

*\*A unique mobile and email is required for portal access for each individual.*

## Identification requirements

There are two methods that may be used to verify your identity for Anti-Money Laundering and Counter-Terrorism Financing (AML/CTF) purposes. You may either complete the fields within this form to have your identification verified online, or attach certified copies of the documents outlined in the further identification checklist at the end of the form. Trilogy Funds is required by AML/CTF laws to identify and verify your identity before providing financial services to you. Please see Trilogy Funds' privacy policy on the website [www.trilogyfunds.com.au](http://www.trilogyfunds.com.au) in relation to our collection, use and disclosure of your personal information.

By completing the fields within this form you confirm that you are authorised to provide the personal information presented and consent to that information being disclosed to the document issuer or official record holder including via third party systems for the purpose of confirming and verifying your identity. All details of the identification type provided below (including name, date of birth and residential address) will be sent via an electronic request to an identity verification service to provide Trilogy Funds with an electronic response indicating that the information provided in the request, either matches or does not match the relevant official record data, or that a system error has been encountered in trying to process that request. If there are any issues verifying your identity, your application will be pending and you will be contacted by Trilogy Funds Investor Relations to complete verification.

## Drivers Licence

Drivers licence no.

Drivers licence expiry date

Card number (must be completed)

State of issue

Your name, exactly as it appears on your licence.

## Australian passport

Passport number

Expiry date

Your name, exactly as it appears on your passport.

Place of birth (as shown on your passport)

Country of birth

## Section 2: Superannuation fund/company/trust details

If you have an investment account in the name of a company or trust please complete Section 1 for the directors and beneficiaries (i.e., individuals) relevant to the company (including corporate trustee) or trust, and this Section (2) for the details of the investor company or trust.

Entity type	Superannuation fund Company	Trust Other organisation
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Full name of the company or trust

ABN

Full name of the Individual trustee(s) or  
the Corporate trustee (where applicable)

ACN for the Corporate trustee or Company

Tax File Number (TFN)

*Required for all Super Funds, Trusts and Companies.*

### Address details

*PO Box is NOT acceptable*

*Do not complete if you are an individual trustee*

### Registered office

### Principal place of business

Same as the registered office

Street address

City, State, and Postcode

Country (if not Australia)

### FATCA/CRS *(Tax Residence Country)*

Select the most appropriate box from the below:

Australian superannuation fund (including self-managed super funds, employer sponsored funds, industry funds and public funds); or

Tax Resident in Australia only, Non Financial Institution whose:

- earnings from investment sources deriving distributions, dividends, rental, interest or other investment or income were less than 50% of its gross income; and
- assets in shares, properties, bonds or similar investment assets were less than 50% of the Entity's assets in that period.

Australian "Financial Institution" for FATCA and CRS purposes; or

Listed public company which regularly trades stock on an established securities market; or

\*None of the above apply.

\*If none of the above apply please complete the FATCA form and Self Certification Declaration form available at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms). If you are unsure, please refer to the definitions on the FATCA form.

### Unregulated Trusts

*An unregulated trust is not regulated by a government or regulatory body (e.g. unit trust, family trust, discretionary trust, deceased estate, managed fund). Settler of the Trust (meaning the person(s) who settles the initial sum or assets to create the Trust).*

If you have an unregulated trust, select the most appropriate box from the below:

The material assets contribution to the Trust by the settlor at the time the Trust was established was less than \$10,000.

The settlor of the Trust is deceased.

Neither of the above is correct – please provide the full name of the settlor of the Trust.

## Trust beneficiaries

Full Name

Full Name

If there are more than two beneficiaries for the Trust, please download an Additional Individuals Form at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms) or call Investor Relations on **1800 230 099**.

**Class/es of beneficiaries** (e.g. unit holders, family members of named person(s))

## Identification requirements

There are two methods that may be used to verify your identity for AML/CTF purposes. You may either complete the fields within this Application Form to have your identification verified online, or attach certified copies of the documents outlined in the further identification checklist at the end of the form.

### Company

ACN provided in Section 2      OR      Certified copy of the certificate of registration issued by ASIC is attached.

### Superannuation funds

ABN provided in Section 2      OR      Certified copy of the Trust Deed showing the name of the Trust attached to this application.

### Trusts

An original or certified copy of the Trust Deed or if not reasonably available an original or certified extract of the Trust Deed. Extracts of Trust Deeds must include the name of the Trust, Trustees, Beneficiaries, Settlor/s and Appointers (where applicable).

## Beneficial owners

For a company, beneficial owners are all individuals who hold one or more shareholdings of more than 25% of the company's issued capital or otherwise control the company. For a Trust, a beneficial owner is the person who controls the activities of the Trust (directly or indirectly including control by acting as trustee; or by means of Trusts, agreements, arrangements, understandings and practices; or exercising control through the capacity to direct the trustees; or the ability to appoint or remove the Trustees).

Please list the beneficial owners below. See [www.trilogyfunds.com.au/faq](http://www.trilogyfunds.com.au/faq) if you are unsure what 'beneficial owner' or 'control' means. If there are more than two (2) beneficial owners, please download and complete the relevant sections of an Additional Individuals Form at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms) or call Investor Relations on **1800 230 099**.

### Beneficial owner 1

Same as Individual /Applicant 1

### Beneficial owner 2

Same as Individual /Applicant 2

Title

Given Name(s)

Surname

Date of birth

Address

Tax file number (TFN)

US citizen or resident of the US for tax purposes (if applicable)

YES

NO

YES

NO

If YES, please download and complete a FATCA form available at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms).

Non-resident of Australia, other than US citizen or tax resident (if applicable)

YES

NO

YES

NO

If YES, please download and complete a Self Certification Declaration Form available at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms).

Politically exposed person (PEP) details (if applicable)

YES

NO

YES

NO

A PEP is an individual who holds (or has an immediate family member or close associate who holds) a prominent public position or role in a government body or international organisation, either in Australia or overseas.

## Beneficial owner identification requirements

There are two methods that may be used to verify identity for AML/CTF purposes. You may either complete the fields within this Application Form to have your identification verified online, or attach certified copies of the documents outlined in the further identification checklist at the end of the form. Trilogy Funds is required by the Anti-Money Laundering and Counter-Terrorism Financing (AML/CTF) laws to identify and verify your identity before providing financial services to you. Please see Trilogy Funds' privacy policy on the website [www.trilogyfunds.com.au](http://www.trilogyfunds.com.au) in relation to our collection, use and disclosure of your personal information.

By completing the fields within this form you confirm that you are authorised to provide the personal information presented and consent to that information being disclosed to the document issuer or official record holder including via third party systems for the purpose of confirming and verifying your identity. All details of the identification type provided below (including name, date of birth and residential address) will be sent via an electronic request to an identity verification service to provide Trilogy Funds with an electronic response indicating that the information provided in the request, either matches or does not match the relevant official record data, or that a system error has been encountered in trying to process that request. If there are any issues verifying your identity, your application will be pending and you will be contacted by Trilogy Funds Investor Relations to complete verification.

## Drivers licence

Drivers licence no.

Drivers licence expiry date

Card number (must be completed)

State of issue

Your name, exactly as it appears  
on your licence.

## Australian passport

Passport number

Expiry date

Your name, exactly as it appears  
on your passport.

Place of birth (as shown on your passport)

Country of birth

## Section 3: Communication preferences

Trilogy Funds' sends monthly statements (Distribution Statements, Issue of Units Letters and Redemption Letters) and adhoc communications via email. If you do not have an email address, please contact our Investor Relations team - **1800 230 099** or [investorrelations@trilogyfunds.com.au](mailto:investorrelations@trilogyfunds.com.au)

How would you like to receive Annual Reports?	Email	Post	Do not send
Would you like to receive SMS distribution notifications?	Yes	No	

## Section 4: Operating authority

For all applicants, please nominate the number of signatories who can authorise transactions on your investment such as redemptions and changes to investment details. If this section is left blank, then Trilogy Funds will assume that your existing Operating Authority remains unchanged.

Authorisation for investment changes and redemptions.	One signatory	All signatories	Other (please specify):
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## Section 5: Nominated financial institution account details – for distributions and redemptions

If you have elected to reinvest your income distributions, your financial institution account details are still required so we can directly credit any redemptions. This financial institution account is also referred to as your nominated financial institution account. If you do not provide this information, income will not be paid to you until such time that we receive details.

Financial institution  
account holder

BSB

Financial institution  
name

Financial institution  
account number

**If relevant, Trilogy Enhanced Income Fund, Trilogy Monthly Income Trust, Trilogy Industrial Property Trust and Trilogy Essential Retail Fund investors to complete (reinvestment is not applicable to other products)**

Indicate your distribution preference below.

Pay my distribution to the account noted above

Reinvest my distribution

Reinvest - other (please contact Trilogy Funds if you would like a different distribution preference for each product)

## Section 6: Signature

**Signature of Investor 1**

**Signature of Investor 2**

**Date**

**Date**

**Given name**

**Surname**

**Given name**

**Surname**

## Further identification checklist

If you cannot supply ID information for online verification please supply the following certified documentation (download our document Certifier List at [www.trilogyfunds.com.au/forms](http://www.trilogyfunds.com.au/forms) to see who can certify your documents). Please provide one document from each of Category A and Category B below. Please note that we will require you to supply the required documentation, in acceptable format, for your form to be considered complete.

### Category A

Australian Birth Certificate  
Australian Citizenship Certificate  
Pension Card issued by Department of Human Services

### Category B

Notice from the Australian Taxation Office that shows your name and residential address (issued within the preceding 12 months)  
Notice from Commonwealth or State or Territory Government outlining financial benefits that shows your name and residential address (issued within the preceding 12 months)  
Document from local government body or utilities provider that shows your name and residential address (issued within the preceding 3 months)

## How to submit your form

**Please email or post your form and all required documents to:**

Trilogy Funds Management Limited investorrelations@trilogyfunds.com.au  
GPO Box 1648, BRISBANE QLD 4001

**Please contact us if you have any questions about the process.**

Phone Investor Relations on 1800 230 099 (New Zealand callers phone +800 5510 1230) or email investorrelations@trilogyfunds.com.au