

BAPLINK KINGDOM OFFSET ACCOUNT

Title Full name / Organisation

Date of birth (dd/mm/yy) Tax file number or exemption reason ABN (if applicable)

Title Full name

Date of birth Tax file number or exemption reason

Residential address (street number and street name)

Suburb State Postcode

Postal address

Suburb State Postcode

Daytime contact phone Mobile

Email address

Your church

Joint accounts / Organisations - Withdrawals require the signature of either party or all parties

KINGDOM OFFSET ACCOUNT DETAILS

Nominated Baptist Church or Qld Baptist Affiliate

OR

Baplink to nominate a Baptist Church or Qld Baptist Affiliate Amount \$

Cheque is attached (Cheque payable to account name)

Electronic transfer

BSB: 704913
Account Number: 10000455
Account Name: Baplink FTI Clearing Account
Reference: Enter your surname (funds will be matched to your application)

CLIENT AUTHORISATION MUST BE COMPLETED

- I/We are new clients and as such have completed the Identification Form
- I/We have read, signed the Investor Acknowledgement Statement – Kingdom Offset Account
- I/We have read and accept the terms and conditions of this account as stated overleaf
- I/We have read the Financial Services Guide (Please retain this document for future reference)

Signature (Client 1)	Date	Signature (Client 2)	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



A ministry of Queensland Baptists
P 1800 650 062 F 07 3354 5605 PO Box 6166, Mitchelton QLD 4053
baplink@baplink.org.au www.baplink.org.au ABN 59 241 212 544
Queensland Baptists is a Corporate Representative of Theta Asset Management Ltd - AFSL 230920

TERMS AND CONDITIONS KINGDOM OFFSET ACCOUNTS

1. All investments will be administered by Baplink which operates as a ministry of The Baptist Union of Queensland ABN 59 241 212 544 (**Queensland Baptists**) of 37 Redgum Place, Gaythorne Queensland 4051. This is the body corporate incorporated under the "Religious and Educational and Charitable Institutions Act of 1861" by issue of Letters Patent. Queensland Baptists is a "charitable investment fundraiser" as that term is defined in the ASIC Corporations (Charitable Investment Fundraising) Instrument 2016/813 (**2016 ASIC Instrument**).

2. IMPORTANT DISCLOSURES

Investment funds will be used to support the charitable purposes of Queensland Baptists, namely the funds will be applied as an offset against the loan account of the affiliated Baptist church or organisation nominated by the investor.

Queensland Baptists' Identification Statement under the 2016 ASIC Instrument may be viewed at www.qb.org.au and www.baplink.org.au.

Queensland Baptists is required by law to notify investors that the investments and their offering is not subject to the usual protections for investors under the Corporations Act 2001 (Cth) or regulation by the Australian Securities and Investments Commission.

Queensland Baptists does not hold an Australian financial services licence. It has entered into an "intermediary authorisation" agreement under s911A(2)(b) of the Corporations Act 2001 (Cth) with Theta Asset Management Ltd ACN 071 807 684 AFSL 230920 (Theta Asset Management) under which Theta Asset Management has been appointed to arrange for the issue, variation and disposal of Kingdom Offset accounts by Queensland Baptists. Theta Asset Management has also appointed Queensland Baptists (Authorised Representative number 1253438) and Robert Chapman (Authorised Representative number 1253437), the manager of Baplink, as authorised representatives of Theta Asset Management in relation to dealing in Kingdom Offset accounts.

Queensland Baptists is required by law to notify investors that:

- (a) the investment is only intended to attract investors whose primary purpose of making their investment is to support the charitable purposes of Queensland Baptists;
- (b) investors may be unable to get some or all of their money back when the investor expects or at all; and
- (c) the investment is not comparable to investments with banks, finance companies or fund managers.

Neither Queensland Baptists (controlling entity) nor Baplink (the fund) is prudentially supervised by the Australian Prudential Regulation Authority. Therefore, an investor in the fund will not receive the benefit of the financial claims scheme or the depositor protection provisions in the Banking Act 1959. Investments in the fund are intended to be a means for investors to support the charitable purposes of the fund.

3. Investments are unsecured. A copy of the audited financial statements of Queensland Baptists is lodged with the Australian Charities and Not for Profits Commission each year and is available on request.

4. All profits derived from the activities of Baplink are used for the wider work of Queensland Baptists and its constituted Churches.

5. The investor will receive confirmation for new investments or any amendments.

6. Investments are NOT TRANSFERABLE. Where a change of ownership is requested, Baplink will consider requests to invest the funds again in the new name.

7. A written request in the form of either a signed withdrawal, letter, fax, or email is required for a withdrawal.

8. Requests for withdrawal of investments in joint names must be signed by all parties concerned unless authority on the Application Form is completed to allow for one signatory.

9. Baplink will only transfer funds to an external account with an Australian ADI (approved deposit-taking institution under the Banking Act) which has the same account name as the Baplink account.

10. Baplink reserves the right to refuse any investment without assigning a reason.

11. In the event of the death of the investor Baplink will pay the investment(s) to the personal representative, Executor or Administrator on completion of legal formalities to the satisfaction of Baplink, except in the case of joint accounts where the investment will be transferred to the surviving investor.

12. Kingdom Offset accounts are non-interest bearing accounts managed by Baplink for the benefit of Queensland Baptists and its constituted Churches and affiliates.

13. Under a Kingdom Offset account, the investor may nominate a specific Church or member organisation that has a loan account with Baplink to receive the investment by way of an offset account that reduces the interest payable on the nominated recipient's loan account (provided the offset funds are less than the outstanding loan). There is no income derived by the nominated recipient or the investor (constructively) from this type of account and Baplink will not provide the investor with any notice of interest saved. If the amount of the investment exceeds the balance of the loan account of the nominated recipient, Baplink has a discretion to allocate the investment to a different Church or member organisation than the one nominated by the investor, however it will inform the investor if Baplink exercises this discretion.

14. Subject to clause 15, an investor cannot withdraw funds from a Kingdom Offset account until the expiry of 31 days after receipt by Baplink of a written withdrawal request from the investor, and also subject to Baplink agreeing to the request.

15. Baplink may, upon written request from an investor at any time, pay to the investor some or all of funds invested in a Kingdom Offset account, provided that Baplink determines it is satisfied that the investor has demonstrated that the investor is subject to exceptional circumstances that have caused hardship or may lead to hardship and that it is appropriate to release the funds. Baplink will only make such a determination and release funds under this clause if the release is permitted in accordance with Baplink's Hardship Policy. That Policy sets out the basis upon which Baplink will determine whether exceptional circumstances exist which have led to hardship, or whether there are exceptional circumstances that may lead to hardship and which warrant the early release of an investor's funds.

16. If an investor causes Queensland Baptists to incur a third party cost, this cost may be charged back to the investor on a pass-through basis.

17. Notwithstanding any other provision in these Terms and Conditions, Queensland Baptists may only repay funds invested in a Kingdom Offset account:

- (a) if Queensland Baptists has reasonable grounds to believe that if all repayments and redemptions that it may be required to pay on that day were made and all repayments and redemptions that may reasonably be expected to be due on each future day were made on that future day, all holders of debentures would be repaid or redeemed on that day and on each future day in accordance with holders' entitlements; or
- (b) in the case where the holder of a debenture is an individual, Queensland Baptists is satisfied that the repayment or redemption would alleviate financial hardship that the holder is suffering or would suffer (refer clause 15); or
- (c) on a winding up of Queensland Baptists.

General Advice Warning

18. The information contained in this document is of a general nature only and has been prepared without taking account of any person's objectives, financial situation or needs. Persons considering investing with Queensland Baptists should consider the appropriateness of the investment in light of their own circumstances and read this document and the Identification Statement before making a decision. Queensland Baptists is not licensed to provide financial product advice in relation to these investments. Investors do not have a cooling-off period within which to withdraw their investment if they change their mind.

Privacy Statement

The Privacy Act applies to Baplink.

We collect and use personal information from you for the purpose of:

- Performing administrative tasks and managing your accounts with Baplink
- Telling you about other products and services provided by Baplink or other organisations
- Product development, research and managing business operations
- Complying with legislative and regulatory requirements

We may also disclose this information to organisations providing processing and other support functions to Baplink. If you provide incomplete or inaccurate information, we will not be able to process your application or provide efficient services to you. The Privacy Act allows you to have access to and correct records or personal information held by us. If you wish to make an enquiry or complaint regarding the information we hold about you, you can contact our Privacy officer at the address on the front cover.

Tax File Number Information

The collection of Tax File Number information is authorised and its use and disclosure are strictly regulated by the tax laws and the Privacy Act. Please note that it is not against the law if you choose not to give your Tax File Number or Exemption but tax may be taken out of your interest. If you are exempt but have a Tax File Number, it is safer to give your Tax File Number in the event your circumstances change. For details about who is exempt, please refer to the Australian Taxation Office.

Pensioner — In the space provided for Exemption, write the full name of the pension received.

Child Under 16 — In the space for Exemption, write the child's date of birth.

Organisations not required to lodge a Tax Return — In the space for Exemption, write 'NIL' and the reason why the organisation is not required to lodge a Tax Return.

About this Financial Services Guide (FSG)

This FSG is dated 9 October 2017 and provides you with key information about the financial services offered by:

The Baptist Union of Queensland ABN 59 241 212 544 (Queensland Baptists) (Authorised Representative No. 001253438)	and	Robert Chapman (Authorised Representative No. 001253437)
Contact details:		
37 Redgum Place Gaythorne QLD 4051 T: 1800 650 062		E: baplink@baplink.org.au

as authorised representatives of:

Theta Asset Management Ltd ABN 37 071 807 684 (Theta Asset Management) Contact details:	
Suite 501, Level 5, 210 Clarence Street Sydney NSW 2000 T: +61 2 8012 0638	E: invest@thetaasset.com.au

In this FSG, “we”, “us” and “our” refer to Queensland Baptists and Robert Chapman.

Theta Asset Management holds Australian Financial Services Licence No. 230920 and is responsible for the financial services that we provide to you specified under the heading “Authorised Services” below (Authorised Services). Queensland Baptists has appointed Theta Asset Management as an authorised intermediary under section 911A(2)(b) of the Corporations Act 2001 (Cth) to make offers to people to arrange for the issue, variation or disposal of debentures issued by Queensland Baptists known as Kingdom Offset accounts. The Authorised Services only relate to Kingdom Offset accounts. Theta Asset Management has in turn authorised us to make the relevant offers on their behalf.

The distribution of this FSG by us is authorised by Theta Asset Management. The purpose of this FSG is to provide you with information about:

- the Authorised Services
- what remuneration or other benefits we and our associates receive in relation to the Authorised Services
- what remuneration or other benefits Theta Asset Management and its associates receive in relation to the Authorised Services
- how we will deal with complaints
- how you can contact us, and
- arrangements that are in place to compensate clients for losses.

Other disclosure documents

A Statement of Advice (SOA) will normally be given to you when you are provided with any personal advice, which takes into account your objectives, financial situation and needs. We do not provide personal advice. Therefore, we will not provide you with an SOA. An intermediary (such as a financial adviser) may provide you with an SOA.

Before you can invest in a Kingdom Offset account we will provide you with the relevant terms and conditions. We are not required to provide you a product disclosure statement (PDS) or other regulated offer document. The terms and conditions contain important information regarding the Kingdom Offset account, and should be read carefully to enable you to make an informed decision about whether to acquire a Kingdom Offset account. You should consult with your licensed financial adviser if required.

Authorised Services

As authorised representatives of Theta Asset Management, we are authorised to deal in financial products (limited to the Kingdom Offset account) to both retail and wholesale clients by arranging (including making offers) for the issue, variation or disposal of Kingdom Offset accounts by Queensland Baptists. We provide these Authorised Services on behalf of Theta Asset Management.

We are not authorised to provide any other financial services on behalf of Theta Asset Management.

How do I access the Authorised Services?

You can access the Authorised Services by going to www.baplink.org.au and following the prompts and steps required to open a Kingdom Offset account. Please read all terms and conditions carefully.

Remuneration and benefits payable to us and our associates

Queensland Baptists and its associates do not receive any remuneration or other benefits in respect of, or that are attributable to, the Authorised Services (apart from money invested by clients in Kingdom Offset accounts and any charges related to Kingdom Offset accounts specified in their terms and conditions).

Robert Chapman, the Queensland Baptists board and other representatives of Queensland Baptists do not receive specific payments or commissions in respect of, or that are attributable to, the Authorised Services. They receive salaries and other benefits from Queensland Baptists.

We do not pay commissions or provide other benefits to third parties for referring clients to us.

Financial advisers and intermediaries may also receive fees from you should you consult one, and typically, this will be disclosed in their FSG and SOA that they must give you. We will pay no commission to financial advisers.

Remuneration and benefits payable to Theta Asset Management and its associates

Theta Asset Management receives a fee of \$5,500 (inc. GST) per month from Queensland Baptists for acting as authorised intermediary and authorising licensee in respect of the Authorised Services. Queensland Baptists has also paid Theta Asset Management an establishment/legal fee of \$3,300 (inc. GST) and an annual insurance fee of \$2,750 (inc. GST).

The directors and other representatives of Theta Asset Management do not receive specific payments or commissions in respect of, or that are attributable to, the Authorised Services. They receive salaries, bonuses and other benefits from Theta Asset Management. Bonus payments and other benefits are discretionary, and based on achievement of pre-determined objectives.

Theta Asset Management does not pay commissions or provide other benefits to third parties for referring clients to us.

How is my personal information dealt with?

We are committed to protecting the privacy of your personal information. Our privacy policy states how we manage personal information. You can obtain a copy through our website www.qb.org.au or by calling us.

We aim to ensure that the personal information we retain about you is complete, accurate and up-to-date. If you have any concerns about the completeness or accuracy of the information we have about you or you would like to access or amend your information, simply call us or send an email to baplink@baplink.org.au.

Theta Asset Management's privacy policy is also available at www.thetaasset.com.au.

Complaints

If you have a complaint about the Authorised Services, you should take the following steps:

- Contact us and discuss the complaint directly.
- If you do not feel comfortable discussing the complaint with us or your complaint is not satisfactorily resolved within 2 business days, please telephone Theta Asset Management and ask to speak with Theta Asset Management's Compliance Manager. We suggest you put your complaint in writing at this time so that the issues are fully documented and understood by the parties. Your complaint should be addressed to The Compliance Manager, Theta Asset Management Ltd, PO Box Q423, QVB Sydney, NSW, 1230 or emailed to invest@thetaasset.com.au. Theta Asset Management will review your complaint within 45 days and attempt resolution. If you are still not satisfied with the outcome, you may take your complaint to an external dispute resolution scheme. Theta Asset Management is a member of the scheme operated by the Financial Ombudsman Service. You should write to the Financial Ombudsman Service, GPO Box 3, Melbourne, Vic, 3001 or telephone (toll free) 1300 780 808.

Compensation Arrangements

Theta Asset Management has professional indemnity insurance in place that complies with section 912B of the Corporations Act 2001 (Cth). Subject to its terms and conditions, the policy provides cover for civil liability resulting from claims for compensation made against Theta Asset Management for financial services provided by it or its current and past representatives (including us) for the financial services they provide.

BAPLINK INVESTOR ACKNOWLEDGEMENT STATEMENT KINGDOM OFFSET ACCOUNT

By signing below, I/we acknowledge that I/we have read and understand:

1. the Terms and Conditions of Kingdom Offset Accounts with The Baptist Union of Queensland ABN 59 241 212 544 (Queensland Baptists); and
2. in particular the following important information contained in section 2 of the Terms and Conditions:

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Name

Date

Signature

Name

Date

Signature



A ministry of Queensland Baptists

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