

## CFS Index Funds

## Product Disclosure Statement

This Product Disclosure Statement is only for use by investors investing through a master trust, IDPS or wrap account.



## Contents

About the funds	3
Investment information	5
Risks of investing	14
Fees and other costs	19
Other information you need to know	25

## Responsible Entity contact details

Colonial First State Investments Limited GPO Box 3956 Sydney NSW 2001 Email <u>contactus@cfs.com.au</u>

## About the Product Disclosure Statement (PDS)

This is a PDS for the CFS Index Funds issued by Colonial First State Investments Limited ABN 98 002 348 352, AFSL 232468 (CFSIL). CFSIL or its licensed related entities to which it has delegated investment management or administration functions in relation to this product are referred to in this PDS as 'CFSIL', 'the Responsible Entity', 'we', 'our' or 'us'.

The issue of this PDS is authorised solely by CFSIL. Apart from CFSIL, no other CFS entities are responsible for any statement or information contained within the PDS.

If any part of the PDS (such as a term or condition) is invalid or unenforceable under the law, it is excluded so that it does not in any way affect the validity or enforceability of the remaining parts.

Colonial First State (CFS) is Superannuation and Investments HoldCo Pty Limited ABN 64 644 660 882 and its subsidiaries which include CFSIL. CFS is majority owned by an affiliate of Kohlberg Kravis Roberts & Co. L.P. (KKR), with the Commonwealth Bank of Australia ABN 48 123 123 124 AFSL 234945 (CBA) holding a significant minority interest.

#### No quarantee

The investment performance and the repayment of capital of CFSIL products is not guaranteed. Investments in CFS Index Funds are subject to investment risk, including loss of income and capital invested. Past performance is no indication of future performance.

#### Consent to be named

The investment managers of the funds available have given, and not withdrawn, their consent to be referenced in this PDS in the form and context in which they are included. The investment managers are acting as investment managers only for the relevant funds. They are not issuing, selling, guaranteeing, underwriting or performing any other function in relation to the funds.

### **Updated** information

Phone 13 13 36

In this PDS, we may change any of the terms and conditions, subject to compliance with the Constitution and laws and, where a change is material, we will notify you in writing within the timeframes provided for in the relevant legislation.

Updated information that is not materially adverse can be obtained electronically via our website at <a href="cfs.com.au/pds">cfs.com.au/pds</a> or from your financial adviser. You can obtain a paper copy of this PDS (and any supplementary documents), free of charge, by contacting us.

## Rights

CFSIL can at any time remove an adviser or refuse to record or deal with an adviser nominated on your account.

CFSIL reserves the right to outsource any or all of its investment management functions, including to related parties, without notice to investors.

CFSIL is not bound to accept an application.

#### Eligibility

The offer made in this PDS is available only to persons who are receiving the PDS within Australia and accepting the offer within Australia.

## General advice warning

The information provided in this PDS is general information only and does not take account of your individual objectives, financial or taxation situation or needs. You should assess whether the product is appropriate for you and/or consider obtaining financial advice relevant to your personal circumstances before investing.

### **Target Market Determination**

The Target Market Determinations (TMD) for our financial products can be found at <u>cfs.com.au/tmd</u> and include a description of who the financial product is appropriate for.

## About the funds

When you invest in one of the CFS Index Funds, your money is combined with other investors' money in a managed investment scheme. Each fund is a separate managed investment scheme.

## What is a managed investment scheme?

A managed investment scheme (also called a managed fund) pools the money of many individual investors. This money is then professionally managed according to the fund's investment objective. By investing in a managed investment scheme and pooling your money with other investors, you can take advantage of investment opportunities that you may not be able to access as an individual investor.

When you invest in a managed investment scheme, you are allocated a number of 'units' based on the entry unit price at the time you invest. Your units represent the value of your investment, which will change over time as the market value of the assets in the fund rises or falls.

## The funds offered in this PDS

Marketing fund name Registered fund name	
CFS Index Australian Bond Colonial First State – FirstChoice Wholesale Investments – Fixed Interest Fund 8	ABN 91 520 636 212 ARSN 109 434 915 APIR FSF0653AU
CFS Index Property Securities Colonial First State — FirstChoice Wholesale Investments — Property Securities Fund 7	ABN 20 741 136 258 ARSN 109 434 522 APIR FSF0655AU
CFS Index Australian Share Colonial First State – FirstChoice Wholesale Investments – Australian Share Fund 20	ABN 20 042 760 290 ARSN 109 434 737 APIR FSF0652AU
CFS Index Global Share Colonial First State – FirstChoice Wholesale Investments – Global Share Fund 14	ABN 23 476 141 985 ARSN 109 434 844 APIR FSF0654AU
CFS Index Global Share - Hedged Colonial First State Global Share Fund 16	ABN 51 088 397 023 ARSN 113 916 868 APIR FSF0707AU
CFS Index Global Bond Colonial First State Investment Fund 69	ABN 94 719 116 276 ARSN 624 512 465 APIR FSF6554AU
CFS Index Global Property Securities Colonial First State Global Property Securities Fund 4	ABN 32 604 007 065 ARSN 134 828 925 APIR FSF2891AU
CFS Index Global Listed Infrastructure Securities Colonial First State Global Listed Infrastructure Fund 6	ABN 90 869 534 792 ARSN 159 909 887 APIR FSF4698AU
CFS Geared Index Australian Share Colonial First State Investment Fund 116	ABN 21 437 801 037 ARSN 652 576 246 APIR FSF8896AU
CFS Geared Index Global Share Colonial First State Investment Fund 97	ABN 31 941 755 385 ARSN 639 624 758 APIR FSF5688AU

## Who are the parties involved?

CFSIL is the responsible entity for each of the funds identified in this PDS.

We have appointed First Sentier Investors to manage the Australian share and property securities funds, State Street Global Advisers to manage the global shares (hedged and unhedged), global property securities, global listed infrastructure and global bond funds and Blackrock Investments to manage Australian bond fund.

## What are the benefits of the funds?

Investing in one of the funds allows you to take advantage of a team of investment professionals helping to make the most of your money.

## Index management

The index approach to investment management involves the construction of a portfolio of securities that broadly replicate benchmark indices.

## Fast and personal service

Our brand is synonymous with service excellence. We understand that our success depends on our ability to provide you with great service – every time. We have some of the most dedicated and highly trained people in the market, and we constantly aim for exceptional service.

## Investing via a platform product

When you invest via a platform (such as a master trust, investor directed portfolio service or wrap account) you are investing indirectly in the funds. You do not become a unitholder in the funds; instead the platform operator becomes the unitholder. Rather than receiving reports or other documentation relating to the funds directly from CFSIL, these will be provided to you by your platform operator. Matters relating to your investment in the funds (including how to invest, cooling off rights, complaints, etc.) should be directed to your platform operator.

## Where can you obtain the latest information about the funds?

It is important that you keep up-to-date with the latest information on the funds. Information that is not materially adverse is updated from time to time. This includes information on the fund, its performance and historical unit prices. To obtain this information, you should contact your platform operator.

4 CFS Index Funds

## Investment information

## How the funds are managed

The investment management of the funds is currently outsourced to First Sentier Investors, State Street Global Advisors Australia Limited and Blackrock Investments.

We have appointed First Sentier Investors as the investment manager for the CFS Index Australian Share, CFS Index Property Securities and CFS Geared Index Australian Share funds. We have appointed State Street Global Advisors (SSGA) as the investment manager for the CFS Index Global Bond, CFS Index Global Share, CFS Index Global Share - Hedged, CFS Index Global Property, CFS Index Global Listed Infrastructure Securities and CFS Geared Index Global Share funds. We have appointed Blackrock Investment Management Ltd as the investment manager for the CFS Index Australian Bond fund.

We have an investment management agreement in place with the investment managers as part of our arrangement to outsource investment management of each of the funds. The agreement sets out how money should be invested. It may specify an appropriate benchmark, acceptable investments and investment ranges for investment management.

Appointed investment managers are subject to initial and ongoing reviews to ensure they can meet their obligations under the investment management agreement. They are required to certify and report to us on certain obligations under the investment management agreement. We also monitor the performance of the investment manager.

## Our investment principles

## Index management approach

The objective of an index management approach is to produce returns (before fees and expenses) that are similar to the chosen index.

The specific investments made by an index fund are a representative selection of the investments making up a particular index. The investment managers do not necessarily try to match the fund's investments precisely with those in the relevant index. To fully replicate an index is not necessarily the most cost-effective way to manage an index portfolio.

Other factors that will cause differences between the funds' underlying investments and the benchmark index include:

- an inability to acquire index weight for infrequently traded shares
- the ability to gain access to new substantial issues
- significant changes in weighting or the list of companies included in the index
- the maximum allowable holdings in individual companies, as determined by law, and
- cash balance of the funds held to meet expected liquidity requirements or awaiting investment.

We may outsource or delegate some or all of the investment management of some funds to a related entity or a third party. If we outsource to a third party, an external search process is undertaken to ensure that we select managers of the highest quality.

## **About First Sentier Investors**

First Sentier Investors is a global asset management group focused on providing high quality, long-term investment capabilities to clients. It brings together teams of specialist investment managers who share its common commitment to responsible investment principles.

First Sentier Investors is a stand-alone asset management business and is also home to a number of individually branded investment teams, such as Stewart Investors, FSSA Investment Managers, Realindex Investments and Igneo Infrastructure Partners.

All investment teams operate with discrete investment autonomy, according to their investment philosophies. Together, the First Sentier Investors group offers investment capabilities across global and regional equities, cash and infrastructure, all with a shared purpose to deliver sustainable investment success.

First Sentier Investors has been managing money with a long-term outlook for more than 30 years on behalf of institutional investors, pension funds, wholesale distributors and platforms, financial advisers and their clients.

## **About State Street Global Advisors**

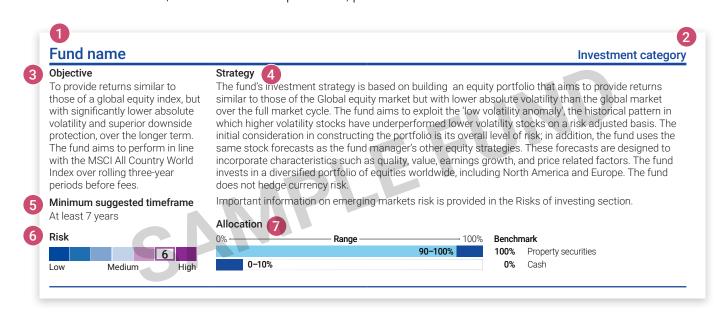
State Street Global Advisors is the investment management arm of State Street Bank and Trust Company, a wholly owned subsidiary of State Street Corporation. State Street Global Advisors, Australia, Limited (SSGA Australia) established its first Australian office in 1991. SSGA Australia now manages investment portfolios for superannuation funds, corporations, charities, third party asset gatherers, and sovereign wealth funds in Australia and New Zealand. SSGA Australia is one of Australia's largest investment managers and offers a wide array of investment strategies and innovative investment solutions to clients.

## **About Blackrock Investments**

BlackRock is a global investment manager, serving the Australian market with a commitment to helping more and more people plan for their financial future. BlackRock offers a range of solutions for institutions, financial professionals and individuals across the globe.

## Understanding the fund information

A fund information table, such as the example below, provides investment information about each fund.



6 CFS Index Funds

An explanation of each section of the fund information table is provided below.

**1** Fund name This is the fund name.

2 Investment category

The investment category is designed to be a guide to the typical range of assets in which the fund generally invests. There are no mandatory or standard industry investment categories, so investors should always read the full details about a fund. Refer to the table below for the investment category definitions for the funds.

Investment category	Description	
Australian fixed interest	Funds invested predominantly in domestic fixed interest securities	
Diversified fixed interest	Funds invested in global fixed interest securities (or a combination of global and domestic)	
Australian share	Funds invested in Australian shares	
Global share	Funds invested in global shares, which can include thematic funds or funds that may incorporate shorting but which is not integral to their investment process	
Geared funds	Funds which borrow to typically invest in Australian or global shares or other listed securities	
Australian property and infrastructure securities	Funds invested in Australian property and/or infrastructure securities	
Global property and infrastructure securities	Funds invested in global property and/or infrastructure securities	

Objective The fund's overall objective and the term in which the investment manager aims to achieve it.

**Strategy** Describes the overall strategy of the fund and how money within the fund is invested.

Minimum suggested timeframe

Each fund has a minimum suggested timeframe. Investment professionals will have differing views about the minimum investment period you should hold various investments, and your own personal circumstances will also affect your decision. Your financial adviser can help you determine your investment timeframe.

If you are mainly concerned about protecting your capital over a relatively short period of time, then a secure, cash-based investment may be the most suitable. However, if you want the value of your investment to increase over a longer period, then growth assets like shares and property are likely to feature prominently in your investment portfolio.

Risk band

We have adopted the Standard Risk Measure (SRM), which is based on industry guidance to allow investors to compare funds that are expected to deliver a similar number of negative annual returns over any 20-year period (as outlined in the table on the right). The SRM for each fund is also a measure of the risk objective of the expected variability of the return of the fund.

The SRM is not a complete assessment of all forms of investment risk; for instance, it does not detail what the size of a negative return could be or the potential for a positive return to be less than an investor may require to meet their objectives.

Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return.

Investors should still ensure they are comfortable with the risks and potential losses associated with their chosen fund(s).

Risk band	Risk label	Estimated number of negative annual returns over any 20-year period
1	Very low	Less than 0.5
2	Low	0.5 to less than 1
3	Low to Medium	1 to less than 2
4	Medium	2 to less than 3
5	Medium to High	3 to less than 4
6	High	4 to less than 6
7	Very high	6 or greater



The asset allocation refers to the proportion of a fund that is invested in each asset class such as shares, property securities, fixed interest and cash. The asset allocation will vary at different points in time. The benchmark allocation (also known as strategic asset allocation) reflects the proportion of each asset class that an investment manager aims to hold within the fund. The range reflects the minimum and maximum amount that may be held in each asset class at any point in time.

You should regularly review your investment decision with your financial adviser because your investment needs or market conditions may change over time. The minimum suggested investment timeframe and SRM should not be considered personal advice.

## **Fund information**

#### **CFS Index Australian Bond**

#### Australian fixed interest

## Objective

To closely track the Bloomberg AusBond Composite 0+Yr Index with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to the Australian bond market, as measured by that benchmark, over rolling one-year periods.

## Minimum suggested timeframe

At least 3 years

#### Risk band



## Strategy

The fund is a passively managed portfolio of bonds which is designed to replicate the benchmark's performance and risk characteristics.

#### Allocation



## **CFS Index Global Bond**

### **Diversified fixed interest**

## Objective

To closely track the Bloomberg Global Aggregate Index, hedged to Australian dollars, with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to global government bond markets as measured by that benchmark over rolling one-year periods.

#### Minimum suggested timeframe

At least 3 years

### Risk band



## Strategy

Detailed risk analysis is used to design a portfolio of bonds which provides the greatest likelihood of matching the performance of the Bloomberg Global Aggregate Index, hedged to Australian dollars. This fund aims to hedge currency risk.

#### Allocation



8 CFS Index Funds

#### **CFS Index Australian Share**

#### Australian share

## Objective

To closely track the S&P/ASX 300 Accumulation Index with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to the Australian sharemarket as measured by that benchmark over rolling one-year periods.

### Minimum suggested timeframe

At least 7 years

#### Risk band



#### Strategy

Detailed risk analysis is used to design a portfolio of shares which provides the greatest likelihood of matching the performance of the S&P/ASX 300 Accumulation Index. All shares in this fund are maintained within a very close margin to their weight in the Index. The fund predominantly invests in Australian companies and therefore does not hedge currency risk.

#### Allocation



## **CFS Index Global Share**

#### Global share

### Objective

To closely track the MSCI All Country World ExAustralia Equities Index (unhedged in AUD) with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to the world sharemarkets as measured by that benchmark (unhedged) over rolling one-year periods.

#### Minimum suggested timeframe

At least 7 years

### Risk band



#### Strategy

Detailed risk analysis is used to design a portfolio of shares which provides the greatest likelihood of matching the performance of the MSCI All Country World Ex-Australia Equities Index (unhedged in AUD). This fund does not hedge currency risk. Important information on emerging markets risk is provided on pages 16 and 18.

#### Allocation



### CFS Index Global Share - Hedged<sup>1</sup>

#### Global share

9

#### Objective

To closely track the MSCI All Country World Ex-Australia Equities Index, with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to the world sharemarkets as measured by that Allocation benchmark (hedged) over rolling one-year periods.

#### Minimum suggested timeframe

At least 7 years

#### Risk band



## Strategy

Detailed risk analysis is used to design a portfolio of shares which provides the greatest likelihood of matching the performance of the MSCI All Country World Ex-Australia Equities Index (100% hedged to AUD). This fund aims to hedge currency risk.

Important information on emerging markets risk is provided on pages 16 and 18.



1 Hedged means the fund aims to hedge currency exposure.

## **CFS Index Property Securities**

## Australian property and infrastructure securities

### Objective

To closely track the S&P/ASX 200 A-REIT Accumulation Index with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to the listed property sector of the Australian sharemarket, as measured by that benchmark over rolling one-year periods.

## Minimum suggested timeframe

At least 7 years

### Risk band



#### Strategy

Detailed risk analysis is used to design a portfolio of property securities which provides the greatest likelihood of matching the performance of the S&P/ASX 200 A-REIT Accumulation Index. All securities in this fund are maintained within a very close margin to their weight in the Index. The fund predominantly invests in Australian property securities and therefore does not hedge currency risk.

#### Allocation



## **CFS Index Global Property Securities**

### Global property and infrastructure securities

## Objective

To closely track the FTSE EPRA/NAREIT Developed ex Australia Rental Index NTR, hedged to Australian dollars, with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to listed global property markets as measured by that benchmark over rolling one-year periods.

#### Minimum suggested timeframe

At least 7 years

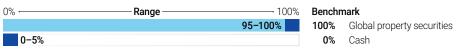
## Risk band



### Strategy

Detailed risk analysis is used to design a portfolio of shares which provides the greatest likelihood of matching the performance of the FTSE EPRA/NAREIT Developed Rental Index ex Australia rental index NTR, hedged to Australian dollars. This fund aims to hedge currency risk.

#### Allocation



## **CFS Index Global Listed Infrastructure Securities**

### Global property and infrastructure securities

## Objective

To closely track the FTSE Developed Core Infrastructure Index, hedged to Australian dollars with the aim of generating returns (before taxes and fees and assuming income is reinvested) comparable to listed global property markets as measured by that benchmark over rolling one-year periods.

### Minimum suggested timeframe

At least 7 years

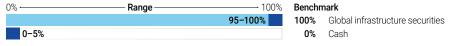
#### Risk band



### Strategy

Detailed risk analysis is used to design a portfolio of shares which provides the greatest likelihood of matching the performance of the FTSE Developed Core Infrastructure Index, hedged to Australian dollars. This fund aims to hedge currency risk.

#### Allocation



#### CFS Geared Index Australian Share

#### Geared

### Objective

To magnify long-term capital growth by borrowing to invest in predominantly Australian companies. The fund aims to outperform the S&P/ASX 100 Accumulation Index over rolling seven-year periods before fees and taxes.

## Minimum suggested timeframe At least 7 years

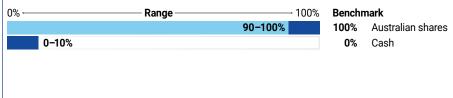
Risk band



#### Strategy

This fund uses detailed risk analysis to design a portfolio of shares that provides the greatest likelihood of matching the performance of the S&P/ASX 100 Accumulation Index. All shares in this fund are maintained within a very close margin to their weight in the index. The fund predominantly invests in Australian companies and therefore does not hedge currency risk. The fund utilises gearing to magnify returns from underlying investments.





## CFS Geared Index Global Share

#### Geared

### Objective

To magnify long-term capital growth by borrowing to invest in a diversified portfolio of global shares. The fund aims to outperform the MSCI All Country World (ex Australia) Index in Australian dollar terms over rolling seven-year periods before fees and taxes.

## Minimum suggested timeframe

At least 7 years

#### Risk band

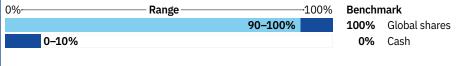


### Strategy

This fund uses detailed risk analysis to design a portfolio of shares that provides the greatest likelihood of matching the performance of the MSCI All Country World (ex Australia) Index. The fund utilises gearing (borrowing) to magnify returns from underlying investments. The fund does not hedge investors' capital but may hedge up to 100% of the currency exposure relating to the borrowings.

Important information on emerging markets risk is provided on pages 16 and 18.

#### Allocation



## Additional investment information

## Do the funds borrow?

The funds do not borrow except for short-term arrangements for settlement purposes or if an emergency or extraordinary situation arises.

Borrowing can only occur in line with a fund's investment strategy. If a fund borrows, this is detailed in the strategy of the fund.

## Additional information about geared funds

The aim of gearing is to produce a larger investment return over the long term by using borrowed money in addition to your own funds. The geared funds in the PDS are 'internally geared', which means that the funds borrow the money instead of you borrowing directly.

The benefits of internally geared funds are that they are able to borrow at institutional rates, there are no margin calls and you do not need to apply for a loan or offer security. Importantly, we will not ask investors to provide additional funds to meet borrowing costs or to repay debt. All obligations are met within the fund itself.

Some investors, such as superannuation funds or their trustees, may find it difficult to borrow in their own name, and therefore cannot use standard margin loans. Internally geared funds permit such investors to gain leveraged exposure to a selected asset class.

## Where do geared funds borrow from?

The geared funds raise money either by issuing notes or bonds in Australian or international capital markets, and/ or by borrowing at competitive rates from a large number of international and Australian financial institutions. Interest and related borrowing costs are paid by the funds. Providers of funding have priority over fund investors for interest and principal repayments. Providers of funding earn interest and may receive reimbursements relating to early repayments, dealer fees, legal expenses, government charges, account transaction fees and undrawn commitment fees.

## How does the gearing work in the geared funds?

The CFS Geared Index Australian Share Fund is managed using 'dynamic gearing'.

These funds are managed so that, as far as possible, income from dividends and interest exceeds the cost of borrowing and other expenses, to ensure the preservation of franking credits, which are passed on to you through the performance of the investment fund. This process of managing income and expenses is called 'dynamic gearing' because the gearing ratio may vary according to market conditions - in particular, the relationship between dividend yields and market interest rates.

The gearing ratio is the total amount borrowed expressed as a percentage of the total assets of the fund.

Dynamic gearing is also a prudent approach that forces a lower gearing ratio when borrowing costs are relatively high or dividend yields reduce. For example, if it costs 6% per annum to borrow money, and the fund earns a net 3% per annum in dividends and other income, this gives a potential gearing ratio of 50%. However, if the borrowing cost rises to 6.50% per annum, with income unchanged, the gearing ratio may fall to about 46%.

The table below illustrates the relationship between the interest rates on borrowings, dividend yields and the gearing levels of a dynamically geared fund.

## Theoretical gearing level (%)1

		Dividend yield (% p.a. net of fund expenses)			
		2.50%	3.00%	3.50%	4.00%
Interest	4.00%	60	60	60	60
rate on borrowing	5.00%	50	60	60	60
(% p.a.)	6.00%	42	50	58	60
	7.00%	36	43	50	57

1 The fund will stop additional borrowing at 55%, but the gearing ratio may rise above this level due to market movements or redemptions.

The table above is for illustrative purposes only and is not a forecast or future prediction as to the level of gearing or the interest rates that will apply.

Under dynamic gearing, the gearing ratio is managed at our discretion, but we usually borrow to the maximum amount possible, subject to the availability of debt and ensuring that estimated income exceeds estimated expenses. No additional borrowing is made when the gearing ratio is at 55% or above.

The gearing ratio varies daily due to changes in the value of the assets in the fund and applications or redemptions. If these changes cause the gearing ratio to exceed 60%, we repay debt within a reasonable amount of time to reduce the gearing ratio to below 60%. In the event of the gearing ratio exceeding 75%, we will suspend the processing of redemption requests and, if applicable, distributions until the gearing has decreased to below 75%.

The CFS Geared Index Global Share Fund is managed using 'fixed gearing' as described below. This fund invests in companies listed on global stock exchanges, outside Australia and because foreign companies do not pay franking credits, there are little or no franking credits to pass on to you.

Therefore, there is no need to ensure that the fund's income exceeds its expenses. Fixed gearing uses a target gearing level, with a usual tolerance either side of this level.

The target gearing for this fund is 55%, with a usual tolerance of 5%. We will not borrow additional amounts when the gearing is at the target level, but the gearing ratio may rise above the target due to declines in asset values or redemptions. If the gearing ratio exceeds the target level by more than the tolerance of 5%, we take the gearing back below this level within a reasonable amount of time by repaying debt. In the event of the gearing ratio exceeding 65%,

we will suspend the processing of redemption requests until the gearing has decreased to below this level.

## Return expectations of a geared fund

The aim of gearing is to produce a higher return over the long term by using borrowed money in addition to your funds. However, for a fund geared at 50%, if the underlying investments' rise is less than the fund's borrowing and management costs, then it is unlikely that the geared fund will outperform an equivalent ungeared portfolio. Consequently, a geared fund will not always magnify market gains in a low return environment, although it will always magnify market losses. Refer to 'Gearing risk' in this PDS.

We suggest you consult a financial adviser regarding the impact of these investments on your overall portfolio.

# Your investment and labour standards or environmental, social or ethical considerations

Except as disclosed below, as the Responsible Entity, we don't specifically take into account labour standards or environmental, social or ethical considerations for the purpose of selecting, retaining or realising the funds. We do not directly manage the investments however we do have a robust governance process for assessing the capabilities of each investment manager. This process includes consideration of an investment manager's approach to assessing the effect that climate change and environmental, social, governance (ESG) issues may have on the investments of each fund.

Each investment manager may have its own policy on the extent to which labour standards or environmental, social or ethical considerations are taken into account in their investment process and some funds do take one or more of these factors into account.

Due to the labour, environmental and social risks associated with the production of tobacco and manufacture of controversial weapons<sup>1</sup>, we do not allow investment managers to invest in securities issued by companies who operate in these industries. Whilst we make every endeavour to exclude these companies, there may, from time to time, be a small level of unintended exposure due to lack of data, corporate activity, indirect exposure or exposure through index derivatives.

## What investments can the funds hold?

The Constitution of each fund allows us a great deal of discretion about what investments can be held. The strategy of each fund outlines the intended investments. If we decide to change, we will advise you as soon as is practical.

We may need to comply with substantial holding or other restrictions on individual securities from time to time, for example, if holdings within an individual security exceed a certain percentage. The restriction will be lifted if and when capacity becomes available.

## Changes to the funds

CFSIL may, without prior notice to investors, change the investment objective and/or strategy; add, close or terminate a fund; or change an investment manager.

Any change would be considered in light of the potential negative or positive impact on investors.

We will notify your platform operator on affected funds of any material change as soon as practicable.

## Are there any other benefits to CFSIL?

The funds receive banking and treasury-related services from CBA in the normal course of business and pay normal commercial fees for them. We may derive monetary or administrative benefits from CBA as a consequence of maintaining bank accounts with CBA and through performing administration services for CBA products.

<sup>1</sup> Controversial weapons include: chemical and biological weapons, cluster munitions, antipersonnel landmines, depleted uranium ammunition, non-detectable fragments, incendiary weapons and blinding lasers.

## Risks of investing

## What is risk?

Understanding investment risk is the key to successfully developing your investment strategy. Before you consider your investment strategy, it is important to understand that:

- all investments are subject to risk
- there may be loss of principal, capital or earnings
- different strategies carry different levels of risk depending on the assets that make up the strategy
- assets with the highest long-term returns may also carry the highest level of short-term risk.

When considering your investment, it is important to understand that:

- the value of funds will go up and down
- returns are not guaranteed
- you may lose money
- previous returns don't predict future performance
- laws affecting investments may change
- the appropriate level of risk for you will vary depending on your age, investment timeframe, where other parts of your money are invested and how comfortable you are with the possibility of losing some of your investment in some years.

Different investments perform differently over time. Investments that have provided higher returns over the longer term have also tended to produce a wider range of returns. These investments are generally described as more risky, as there is a higher chance of losing money, but they can also give you a better chance of achieving your long-term objectives. Investments that have provided more stable returns are considered less risky, but they may not provide sufficient long-term returns for you to achieve your long-term goals. Selecting the investments that best match your investment needs and timeframe is crucial in managing this risk.

Your financial adviser can help you understand investment risk and design an investment strategy that is right for you.

## General investment risks

## Market risk

Investment returns are influenced by the performance of the market as a whole. This means that your investments can be affected by factors such as changes in interest rates, investor sentiment and global events, depending on which markets or asset classes you invest in and the timeframe you are considering.

## Security and investment-specific risk

Individual securities like mortgages, shares, fixed interest securities or hybrid securities can be affected by risks that are specific to that investment or that security. For example, the value of a company's shares can be influenced by changes in company management, its business environment or profitability. These risks can also impact on the company's ability to repay its debt.

## Management risk

All funds have an investment manager to manage your investments and there is a risk that the investment manager will not perform to expectation. Management risk may arise from the use of financial models by the investment manager to simulate the performance of financial markets. The performance of financial markets may differ to that anticipated by the financial models.

## Liquidity risk

Liquidity risk refers to the difficulty in selling an asset for cash quickly without an adverse impact on the price received. Assets such as shares in large listed companies are generally considered liquid, while 'real' assets such as direct property and infrastructure are generally considered illiquid. Under abnormal or difficult market conditions, some normally liquid assets may become illiquid, restricting our ability to sell them and to make withdrawal payments for investors without a potentially significant delay.

## Counterparty risk

This is the risk that a party to a transaction such as a swap, foreign currency forward or stock lending fails to meet its obligations such as delivering a borrowed security or settling obligations under a financial contract.

## Legal, regulatory and foreign investment risk

This is the risk that any change in taxation, corporate or other relevant laws, regulations or rules may adversely affect your investment. For funds investing in assets outside Australia, your investment may also be adversely impacted by changes in broader economic, social or political factors, regulatory change and legal risks applicable to where the investment is made or regulated.

## Environmental, social and governance (ESG) and climate risk

The value of individual securities may be influenced by ESG factors. These risks may be real or perceived and may lead to financial penalties and reputational damage. For example, environmental risks include waste and pollution, resource depletion and land use. Social risks are where the investment may be impacted by social, labour and human rights risks and include health and safety. Governance risks can impact sustainability of an investment and cover business practices such as board diversity and independence, voting procedures, transparency and accountability.

Climate change also poses a risk – not only to the environment, but also to the broader economy and valuation of an investment. Typically, climate change risks can be split between physical and transition risks.

- Physical risks refer to the direct impact that climate change has on our physical environment.
   For example, a company's revenue may be reduced due to weather events and this may reduce the value of the company's shares.
- Transition risks refer to the much wider set of changes in policy, law, markets, technology and prices that may be needed to address the mitigation and adaption requirements which are necessary for the transition to a low carbon economy.

## Distribution risk

In some circumstances, the frequency or rate of distribution payments may vary or you may not receive a distribution. This is more likely to occur when a fund employs extensive currency hedging or uses derivatives.

## Securities lending risk

The funds may lend out or transfer their securities under securities lending transactions. If a fund engages in securities lending, there is a risk that the borrower may become insolvent or otherwise become unable to meet, or refuse to honour, its obligations to return the loaned assets. In this event, the fund could experience delays in recovering assets and/or accessing collateral which may incur a capital loss.

Where a fund invests any collateral it receives as part of the securities lending program, such investments are also subject to the general investment risks, and in some cases credit risk. In addition, some funds may borrow securities under securities lending arrangements as part of their investment or borrowing strategies. A fund that is involved in these strategies is also exposed to short selling risk. Where a fund has been identified as having short selling risk, it will also be exposed to securities lending risk.

## Fund-specific risks

## Credit risk

Credit risk refers to the risk that a party to a credit transaction fails to meet its obligations, such as defaulting under a mortgage, a mortgage-backed security, a hybrid security, a fixed interest security or a derivative contract. This creates an exposure to underlying borrowers and the financial condition of issuers of these securities.

## Currency risk

Investments in global markets or securities which are denominated in foreign currencies give rise to foreign currency exposure. This means that the Australian dollar value of these investments may vary depending on changes in the exchange rate.

Funds which have significant currency risks adopt different currency management strategies. These strategies may include currency hedging, which involves reducing or aiming to remove the impact of currency movements on the value of the investment. Information on the currency management strategy for each fund with a significant currency risk is set out in that fund's strategy description.

Different funds have different currency management strategies; please consult your financial adviser on the best approach for you.

For more information on how currency risk is managed, refer to 'Additional information on fund-specific risks'.

## Derivatives risk

Derivatives are contracts between two parties that usually derive their value from the price of a physical asset or market index. They can be used to manage certain risks in investment portfolios or as part of an investment strategy. However, they can also increase other risks in a portfolio or expose a portfolio to additional risks. Risks include: the possibility that the derivative position is difficult or costly to reverse; that there is an adverse movement in the asset or index underlying the derivative; or that the parties do not perform their obligations under the contract.

In general, investment managers may use derivatives to:

- protect against changes in the market value of existing investments
- achieve a desired investment position without buying or selling the underlying asset
- leverage a portfolio
- manage actual or anticipated interest rate and credit risk
- alter the risk profile of the portfolio or the various investment positions
- manage currency risk.

Derivatives may be used in a fund to provide leverage and may result in the effective exposure to a particular asset, asset class or combination of asset classes exceeding the value of the portfolio. The effect of using derivatives to provide leverage may not only result in capital losses but also an increase in the volatility and magnitude of the returns (both positive and negative) for the fund.

As financial instruments, derivatives are valued regularly, and movements in the value of the underlying asset or index should be reflected in the value of the derivative. Information on whether a fund uses derivatives, such as futures, options, forward currency contracts and swaps, is outlined in that fund's strategy description.

## **Emerging markets risk**

Due to the nature of the investments in emerging markets, there is an increased risk that the political and/or legal framework may change and adversely impact your investments. This could include the ability to sell assets. Funds that invest in global markets may have exposure to emerging markets.

Refer to 'Additional information about emerging markets risk' for further information.

## Gearing risk

Some of the funds offered use gearing. Gearing means the fund borrows so that it can invest more to increase potential gains. Gearing can magnify gains and always magnifies losses from the fund's investments. For a fund geared at 50%, if the underlying investments' rise is less than the fund's borrowing and management fees and costs, then it is unlikely that the geared fund will outperform an equivalent ungeared portfolio. Consequently, a geared fund will not always magnify market gains (particularly in a low return environment), but it will always magnify market losses. In extreme market conditions you may lose all your capital. We suggest you consult a financial adviser regarding the impact of these investments on your overall portfolio.

Refer to 'Additional information about geared funds' in the 'Investment information' section for further details about gearing.

All of the funds are subject to some or all of these risks, which can also vary from time to time. You should consult your financial adviser before making a decision to invest.

Your financial adviser is required to be qualified in understanding the risk and return associated with the wide range of funds available to you and can help you make decisions regarding these funds.

## Are there any other risks you should be aware of?

When investing, there is the possibility that your investment goals will not be met. This can happen because of the risks discussed previously. It can also happen if your chosen investment strategy is not aligned to your objectives and investment timeframe.

16 CFS Index Funds

## A guide to your fund risk profile

The main risks which can typically affect a managed fund are outlined in this PDS. In addition to the general investment risks, further fund-specific risks are described. The table below identifies which fund-specific risks the funds typically have exposure to. Note that the table is not exhaustive and is a reference guide only. The relative importance of a risk to a particular fund and whether or not a fund-specific risk is applicable may differ from the table below and change from time to time. Funds can have exposure to a fund-specific risk at or after the date of this issue, and this may not be reflected in the table.

Fund name	Credit risk	Currency risk	Derivatives risk	Emerging markets risk	Gearing risk
CFS Index Australian Bond Fund	•				
CFS Index Global Bond Fund	•	•			
CFS Index Australian Share Fund					
CFS Index Global Share Fund		•		•	
CFS Index Global Share – Hedged Fund		•		•	
CFS Index Property Securities Fund					
CFS Index Global Property Securities Fund		•			
CFS Index Global Listed Infrastructure Securities Fund		•			
CFS Geared Index Australian Share Fund					•
CFS Geared Index Global Share Fund		•	•	•	•

## Additional information on fund-specific risks

## Currency risk

## How is currency risk managed?

Changes in the value of the Australian dollar lead to a difference between the foreign currency returns or the value of the global investments held by a fund, and those returns or values expressed in Australian dollars. This is known as foreign currency risk. Currency is not an asset class and therefore does not give a fund either natural long-term growth or an income stream. Rather, currency exposure gives rise to a source of potential volatility of returns — both positive and negative.

Financial instruments can be used to reduce currency risk – this is known as hedging. Hedging is a process where exposure to one currency can be reduced or removed by entering into a transaction that offsets that exposure. If a fund is unhedged, then any foreign currency investments the fund holds are fully exposed to movements in the Australian dollar, which can have a positive or negative effect on the value of the fund.

Whether a fund is hedged or unhedged is disclosed under each fund's strategy. The extent to which a fund is hedged depends on the underlying objectives and risk characteristics of the fund. The extent of hedging may also vary over time depending on the value of the Australian dollar.

The cash asset allocation limits disclosed for a fund that hedges its currency exposure, may not include cash held as collateral to back these hedges.

In funds that hedge currency risk, movements in the Australian dollar can impact the size of distributions that you receive. Generally, a rising Australian dollar will produce gains on the currency hedge and increase the distribution, while a falling Australian dollar will produce currency losses that reduce the distribution.

For more information on how we manage currency risk, refer to the information flyer 'Managing currency risk' available at <u>cfs.com.au/mcr</u> or by calling us on 13 13 36.

## Additional information about emerging markets risk

Investing in emerging markets may involve a higher risk than investing in more developed markets. Emerging market securities may present market, credit, currency, liquidity, legal, political and other risks different from, and potentially greater than, the risks of investing in developed market countries.

For example, companies in emerging markets may not be subject to:

- accounting, auditing and financial reporting standards, practices and disclosure requirements comparable to those applicable to companies in major markets
- the same level of government supervision and regulation of stock exchanges as countries with more advanced securities markets.

Accordingly, certain emerging markets may not afford the same level of investor protection as would apply in more developed jurisdictions. There are also risks that, while existing in all countries, may be higher in emerging markets due to the legal, political, business and social frameworks being less developed than those in more established market economies.

Examples of higher risks include:

- political or social instability (including recession or war)
- institutional manipulation of currency or capital flows
- · deflation, inflation, or loss in value of currency, and
- greater sensitivity to interest rates and commodity prices.

As a result, investment returns from emerging market securities are usually more volatile than those from developed markets. This means that there may be large movements in the unit prices of funds that invest in emerging market securities over short or long periods of time.

You should consider whether a fund that invests in emerging market securities is suitable for your portfolio.

## Fees and other costs

## **DID YOU KNOW?**

Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns.

For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You may be able to negotiate to pay lower fees. 1 Ask the fund or your financial adviser.

## TO FIND OUT MORE

If you would like to find out more, or see the impact of the fees based on your own circumstances, the **Australian Securities and Investments Commission (ASIC)** Moneysmart website (<a href="www.moneysmart.gov.au">www.moneysmart.gov.au</a>) has a managed funds fee calculator to help you check out different fee options.

1 Note: Although we are required by law to include this wording, the fees are not subject to negotiation.

This section shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the managed investment scheme as a whole.

Taxes are set out in another part of this document.

You should read all the information about fees and other costs because it is important to understand their impact on your investment.

Fees and costs for particular funds are set out in the 'Fees and costs for each fund' table under 'Additional explanation of fees and costs'. These fees do not include any fees that may be charged by the platform operator where an investment is made via a platform product.

## Fees and costs summary

## **CFS Index Funds**

Type of fee or cost	Amount <sup>1</sup>		How and when paid
Ongoing annual fees and cost	ts²		
Management fees and costs The fees and costs for managing your investment	Geared funds Other funds	1.13–1.14% p.a. (estimated) 0.31–0.33% p.a. (estimated)	Unless otherwise stated in the PDS, the management fees and costs are expressed as a percentage of the total average net assets of the fund.  The management fees and costs are reflected in the daily unit price and payable monthly or as incurred by the fund.  Refer to the 'Management fees and costs' section for further details.
Performance fees Amounts deducted from your investment in relation to the performance of the product	N/A		N/A

Type of fee or cost	Amount <sup>1</sup>	How and when paid
Transaction costs The costs incurred by the scheme when buying or selling assets	0.00–0.06% p.a. (estimated), depending on the fund. Refer to the table in the 'Transaction costs' section for the transaction costs that apply to each fund.	These costs are deducted from the underlying assets of the fund and are reflected in the daily unit price for that fund. Depending on the cost, they may be deducted daily, monthly or at some other time.
Member activity related fees	and costs (fees for services or when your m	oney moves in or out of the product)
Establishment Fee The fee to open your investment	Nil	N/A
Contribution Fee <sup>3</sup> The fee on each amount contributed to your investment	Nil	N/A
Buy/sell spread An amount deducted from your investment representing costs incurred in transactions by the scheme	0.05–0.20% of the transaction, depending on the fund.  Refer to the 'Buy/sell spreads' section for more information, and to the 'Fees and costs for each fund' table for the buy/sell spreads for each fund. These spreads may change without notice to you to reflect changing market conditions. Refer to the 'Product Update' section of our website at cfs.com.au/product-updates	This cost is payable each time you add to, withdraw from or switch to/from a fund.
Withdrawal Fee <sup>3</sup> The fee on each amount you take out of your investment	Nil	N/A
Exit Fee <sup>3</sup> The fee to close your investment	Nil	N/A
Switching Fee <sup>3</sup> The fee for changing investment funds	Nil	N/A

- 1 All figures disclosed include the net effect of GST and any related GST credits.
- $2\quad \hbox{The fees and costs are estimates based on the costs incurred in the previous financial year.}$
- 3 Even though switching fees and exit fees are not charged, buy/sell spreads apply to most funds (refer to 'Buy/sell spreads' for further details).

## Example of annual fees and costs for a balanced or other fund

This table gives an example of how the ongoing annual fees and costs for this product can affect your investment over a 1-year period. You should use this table to compare this product with other products offered by managed investment schemes.

EXAMPLE – CFS Index Australia	an Share Fund	BALANCE OF \$50,000 WITH A CONTRIBUTION OF \$5,000 DURING YEAR
Contribution fees	0%	For every additional \$5,000 you put in, you will be charged \$0
PLUS Management fees and costs	0.31% p.a.	And, for every \$50,000 you have in the CFS Index Australian Share Fund, you will be charged or have deducted from your investment \$155 each year
PLUS Performance fees	0.00%	And, you will be charged or have deducted from your investment \$0 in performance fees each year
PLUS Transaction costs	0.00%	And, you will be charged or have deducted from your investment \$0 in transaction costs
EQUALS Cost of CFS Index Australian Share Fund		If you had an investment of \$50,000 at the beginning of the year and you put in an additional \$5,000 during that year, you would be charged fees and costs of: \$155  What it costs you will depend on the fund you choose and the fees
		you negotiate.

These figures are inclusive of the net effect of GST and any related GST credits. Additional fees may apply.

## Establishment fee: \$0

And, if you leave the managed investment scheme early, you may also be charged exit fees of 0% of your total account balance.

**Note** that this is just an example. In practice, the actual investment balance of an investor will vary daily and the actual fees and expenses we charge are based on the value of the fund, which also fluctuates daily.

Buy/sell spreads also apply. Refer to 'Buy/sell spreads'.

## Cost of product for 1 year

The cost of product gives a summary calculation about how ongoing annual fees and costs can affect your investment over a 1-year period for all funds. It is calculated in the manner shown in the Example of annual fees and costs.

The cost of product assumes a balance of \$50,000 at the beginning of the year with a contribution of \$5,000 during the year. (Additional fees such as an establishment fee or an exit fee may apply: refer to the Fees and costs summary for the relevant fund.)

You should use this figure to help compare this product with other products offered by managed investment schemes.

Fund name	Cost of product
CFS Index Australian Bond Fund	\$155
CFS Index Property Securities Fund	\$155
CFS Index Australian Share Fund	\$155
CFS Index Global Share Fund	\$165
CFS Index Global Share – Hedged Fund	\$190
CFS Index Global Bond Fund	\$180
CFS Index Global Property Securities Fund	\$180
CFS Index Global Listed Infrastructure Securities Fund	\$175
CFS Geared Index Australian Share Fund	\$565
CFS Geared Index Global Share Fund	\$570

## Additional explanation of fees and costs

## Fees and costs for each fund

Fund name	Management fees and costs (% p.a.) <sup>1</sup>	Buy/sell spread²
CFS Index Australian Bond Fund	0.31%	0.10%
CFS Index Global Bond Fund	0.32%	0.10%
CFS Index Australian Share Fund	0.31%	0.05%
CFS Index Global Share Fund	0.33%	0.05%
CFS Index Global Share – Hedged Fund	0.32%	0.05%
CFS Index Property Securities Fund	0.31%	0.05%
CFS Index Global Property Securities Fund	0.32%	0.05%
CFS Index Global Listed Infrastructure Securities Fund	0.32%	0.05%
CFS Geared Index Australian Share Fund	0.52%(g)/1.13%(n) <sup>3</sup>	0.05-0.20%4
CFS Geared Index Global Share Fund	0.54%(g)/1.14%(n) <sup>3</sup>	0.05-0.20%4

- 1 The fees and costs are estimates based on the costs incurred in the previous financial year.
- 2 These spreads may change without notice to you to reflect changing market conditions. Please refer to the 'Product Update' section of our website at <u>cfs.com.au/product-updates</u> for any changes to buy/sell spreads.
- 3 The figures shown above for the geared share funds express the management fees and costs as a percentage of both the gross (g) and net (n) assets. Gross assets include assets acquired from borrowings and net assets exclude assets acquired from borrowings. The net management fees and costs reflects the estimated gearing as a percentage. Your investment returns will reduce by the net management fees and costs. The net management fees and costs will vary in line with the gearing level of the fund. Borrowings include any exposure to borrowings from a fund investing directly or indirectly into another managed investment scheme that borrows.
- 4 Buy/sell spreads depend on the specific gearing level of the fund.

These fees are inclusive of the net effect of GST and any related GST credits.

## Management fees and costs

Management fees and costs include management fees, investment expenses and custody fees.

Management fees and costs are deducted from the performance of each fund (i.e. they are not charged directly to your account). These costs may be incurred directly by the fund or within an underlying investment vehicle. They do not include contribution fees, transaction costs, performance fees or additional service fees. The management fees and costs for each fund are an estimate based on the previous financial year. They are expressed as a percentage of each fund's net assets and, together with any applicable buy/sell spreads, are outlined in the 'Fees and costs for each fund' table.

Management fees are the fees payable under the Constitution of a managed investment scheme for the management of the fund. Management fees are calculated from gross assets of the fund. For details of the maximum management fees allowed under the Constitution, refer to 'Increases or alterations to the fees'.

## Gross and net fees for geared funds

Geared funds borrow money to acquire additional assets on behalf of investors. We apply the management fees and costs against the total (gross) assets of the fund.

We also disclose what this cost is equivalent to as a percentage of the assets excluding the value of assets acquired with the borrowing. This is the net management fees and costs.

The net management fees and costs will vary in line with changes in the level of borrowing (gearing). The net management fees and costs represent the effective cost to investors.

## Example

Assume a geared fund has gross management fees and costs of 1.00% and a current gearing level of 55%.

Calculation	Amount
Total investor assets 45% of total assets	\$50,000,000
Assets from borrowing 55% of total assets	\$62,000,000
Total value of assets	\$112,000,000
Gross management fees and costs \$112,000,000 × 1.0%	\$1,120,000
Net management fees and costs \$1,120,000 ÷ \$50,000,000	2.24%

## Increases or alterations to the fees

We may vary the fees set out on in the 'Fees and costs for each fund' table at any time at our absolute discretion, without your consent, within the limits prescribed in each fund's Constitution. If the variation is an increase in a fee or charge, we will give you at least 30 days prior written notice.

The Constitution of each fund provides for a maximum management fee of 3.075% p.a.

**Note:** The maximums are provided for your information and are not the current fees charged. The current fees are shown in the 'Fees and costs for each fund' table.

## Transaction costs

Transaction costs are the costs of buying and selling assets directly or indirectly held by a fund and may include brokerage (and other related Broker costs), buy/sell spreads of any underlying funds, settlement costs (including custodian charges on transactions), clearing costs and stamp duty on an investment transaction.

If the amount payable to acquire an investment exceeds the price for which it would be disposed of at that time, the difference is also a transaction cost.

Transaction costs are shown net of amounts recovered by buy/sell spreads charged and are an additional cost where they have not already been recovered by the buy/sell spreads charged.

Transaction costs are an additional cost to you, but no part of a transaction cost (including the buy/sell spread) is paid to us or an investment manager. Transaction costs are usually paid for from the assets directly or indirectly held by a fund at the time of the transaction.

## **Buy/sell spreads**

For most funds, there is a difference between the unit price used to issue and redeem units and the value of the fund's assets. This difference is due to what is called the buy/sell spread.

When you (or any person you have authorised) invest, switch or withdraw all or part of your investment in a fund, we use the buy/sell spread to pay for the transaction costs incurred as a result of the transaction. We use the buy/sell spread to allocate transaction costs to the investor transacting rather than other investors in the fund.

A fund's buy/sell spread is set to reflect the estimated transaction costs the fund will incur as a result of investor transactions. The buy/sell spread that applies to each fund is shown in the 'Fees and costs for each fund' table.

**Note**: The buy/sell spreads are not paid to us or the investment manager. They are paid to the fund and can be altered at any time, and may be altered without prior notice to you.

**Buy/sell spread example**: If you make a \$50,000 investment in or withdrawal from the CFS Index Australian Share Fund (which charges a 0.05% buy spread), you will incur a buy/sell spread of \$25.

#### Other transaction costs

Not all transaction costs are funded from the buy/sell spread. One reason for this is that a fund may buy or sell assets even though there have been no investor transactions. Additional transaction costs may be incurred either in the fund or in underlying funds and these will reduce the returns of the fund.

The 'Gross transaction costs' for each fund, for the 12 months to 30 June 2023, the 'Costs recovered' and the 'Net transaction costs' which reduces the returns on the funds are set out in the following table.

#### Transaction costs

Fund name	Gross transaction costs (% p.a.) <sup>1</sup>	Costs recovered = (% p.a.)	Net transaction costs (% p.a.) <sup>1</sup>
CFS Index Australian Bond Fund	0.02%	0.02%	0.00%
CFS Index Global Bond Fund	0.12%	0.08%	0.04%
CFS Index Australian Share Fund	0.01%	0.01%	0.00%
CFS Index Global Share Fund	0.01%	0.01%	0.00%
CFS Index Global Share – Hedged Fund	0.08%	0.02%	0.06%
CFS Index Property Securities Fund	0.01%	0.01%	0.00%
CFS Index Global Property Securities Fund	0.06%	0.02%	0.04%
CFS Index Global Listed Infrastructure Securities Fund	0.05%	0.02%	0.03%
CFS Geared Index Australian Share Fund	0.04%	0.04%	0.00%
CFS Geared Index Global Share Fund	0.09%	0.09%	0.00%

<sup>1</sup> The costs are estimates based on the costs incurred in the previous financial year.

These figures are inclusive of the net effect of GST and any related GST credits. **Note**: Past costs are not a reliable indicator of future costs. Future costs may differ.

## Other operating expenses and abnormal costs

The Constitution for each managed investment scheme allows for the ongoing operating costs, charges, expenses and properly incurred outgoings (such as registry, trust accounting, investment, audit, regulatory, production of the offer documents and taxation advice) and other administration costs, charges and expenses to be paid directly from the fund. Alternatively, the responsible entity is entitled to recover these costs from the fund. The Constitution does not place any limit on these costs that can be paid from each fund.

Abnormal costs (such as costs of unitholder meetings, recovery and realisation of assets, changes to the Constitution and defending or pursuing legal proceedings) are paid out of the fund. These costs are incurred fairly infrequently.

## Commissions and other payments

Platform operators may receive remuneration from us to the extent that it is permitted under law. This remuneration will be paid out of the fees we derive from you that are indicated in the 'Fees and costs summary' table in a given year. If these amounts are

paid, they are paid by us from our revenue and are not an extra amount paid from the fund, nor are they a further amount you pay.

Your adviser may also receive remuneration from the platform operator in a variety of ways for the provision of services. Details of this remuneration will be in the offer documents for the master trust or wrap account and the Financial Services Guide and Statement of Advice which your financial adviser must give you.

## Differential fees

We may issue units to certain investors such as sophisticated, professional or wholesale investors with reduced management fees and costs. Such arrangements would be subject to individual negotiation, compliance with legal requirements and any applicable ASIC instruments.

## Other information you need to know

## Transactions and unit pricing

## How do I invest?

To invest into the fund, complete the documents which the platform operator requires. You do not need to complete any of our forms. In extraordinary circumstances, we may suspend or restrict applications and we may also reject applications at our discretion.

If we receive an application from your platform operator for a suspended, restricted or unavailable fund, we will be unable to process this application and your money will be returned to the platform operator.

## How do I make withdrawals from my investment?

Withdrawals are normally processed within seven working days of receiving a request from the platform operator. Longer periods may apply from time to time.

You should note that unless a fund is suspended, restricted or unavailable, you may withdraw from a fund in accordance with our normal processes.

In extraordinary circumstances (which may include where a fund becomes illiquid), we may suspend withdrawals, or restrict the ability to withdraw.

Where a fund is suspended, restricted or unavailable we may not process withdrawal requests. Further, where a fund is not liquid, we cannot allow investors to withdraw from the fund unless we make an offer to withdraw. There is no obligation for us to make such an offer and if we do, investors may only be able to withdraw part of their investment. Any decisions whether to process withdrawals or partial withdrawals will be made in the best interests of investors as a whole, and if any payment is to be made, then the exit price used to calculate this payment will be the one determined at the time the payment is made.

## Receiving income

Any income that you receive from your investment will be in the form of distributions. Your distribution may include income such as interest, dividends and realised capital gains.

Distributions are based on the number of units you hold in a particular fund, in proportion to the number of units held by all unitholders, at the distribution date. You must hold units on the day prior to any distributions being paid in order to be eligible for a distribution. Distributions are not pro-rated for

investors who were not unitholders for the whole period. The type of income you receive depends on the asset classes in which each fund invests.

The funds usually distribute income periodically as shown in the table.

Fund name	Distribution frequency
CFS Index Global Share Fund CFS Index Global Share — Hedged Fund CFS Index Global Property Securities Fund CFS Index Global Listed Infrastructure Securities Fund CFS Geared Index Australian Share Fund CFS Geared Index Global Share Fund	Half-yearly (December and June)
All other funds	Quarterly (September, December, March and June)

We normally pay distributions within 14 days of the calculation date. The distribution calculation dates are available on <a href="mailto:csc.com.au/distribution-amounts">csc.com.au/distribution-amounts</a> or by calling Investor Services on 13 13 36. In some circumstances, we may vary the distribution timing and frequency without notice to investors (for example, to take into account days that fall on a public holiday). While the funds aim to distribute at the frequency stated above, from time to time, individual funds may not have enough income to distribute each period.

## How are unit prices calculated?

When you invest, you are allocated a number of units in each fund you have selected. Each of these units represents an equal part of the market value of the portfolio of investments that the fund holds. As a result, each unit has a dollar value, or 'unit price'.

The unit price is calculated by taking the total market value of all of a fund's assets on a particular day, adjusting for any liabilities and then dividing the net fund value by the total number of units held by all investors on that day. Although your unit balance in the fund will stay constant (unless there is a transaction on your account), the unit price will change according to changes in the market value of the investment portfolio or the total number of units

issued for the fund. We determine the market value of each fund based on the information we have most recently available.

We may exercise certain discretions that could affect the unit price of units on application or withdrawal in a fund. The types of discretions that we may exercise, in what circumstances, our policies on how we exercise the discretions and the reasons why we consider that our policies are reasonable, are set out in our Unit Pricing Permitted Discretions Policy. If we exercise a discretion in a way that departs from the policies set out in our Unit Pricing Permitted Discretions Policy, we are required to keep a record of this in a Register of Exceptions. You can obtain a copy of our Unit Pricing Permitted Discretions Policy or Register of Exceptions, or both, free of charge, by calling us on 13 13 36.

## What is the difference between entry and exit unit prices?

There may be a difference between the entry and exit unit price for a fund quoted on any business day. This difference relates to the fund's buy/sell spread.

So existing investors do not continually bear the transaction costs resulting from new investments or withdrawals that you make, all investors pay a set, average amount (a 'buy/sell' spread) when they transact. This is calculated according to the particular types of investments a fund holds. Not all new investments or withdrawals cause transaction costs to be incurred by a fund; for example, where an investment does not incur any significant costs, or when a new investment coincides with a withdrawal by someone else. However, to be consistent, we generally apply buy/sell spreads to all new investments and withdrawals from a fund. Refer to the 'Fees and costs for each fund' for the buy/sell spreads that apply to each fund.

## Unit pricing adjustment policy

There are a number of factors used to calculate unit prices. The key factors include asset valuations, liabilities, debtors, the number of units on issue and, where relevant, transaction costs. When the factors used to calculate the unit price are incorrect, an adjustment to the unit price may be required. We generally use a variance of 0.30% in the unit price before correcting the unit price.

If a unit pricing error is greater than or equal to this variance, we will:

• compensate your account balance if you have transacted on the incorrect unit price or make

- other adjustments as we may consider appropriate, or
- where your account is closed, we will send you a payment if the amount of the adjustment is more than \$20.

These tolerance levels are consistent with regulatory practice guidelines and industry standards. In some cases, we may compensate where the unit pricing error is less than the tolerance levels.

## **Taxation**

The Australian taxation system is complex and different investors have different circumstances. You should consider seeking professional taxation advice before investing in the funds.

Taxation considerations are general and based on present taxation laws and may be subject to change. You should seek independent, professional tax advice before making any decision based on this information.

CFSIL is not a registered tax (financial) adviser under the *Tax Agent Services Act 2009* (Cth). You should seek tax advice from a registered tax agent or a registered tax (financial) adviser if you intend to rely on this information to satisfy the liabilities or obligations or claim entitlements that arise, or could arise, under a taxation law.

You may be required to pay tax in relation to your investment in the funds (generally income or capital gains tax); however you may be able to claim some tax credits or receive the advantage of some tax concessions.

Your platform operator will send you information on what you will need each year in order for you to complete your tax return. For further information on the taxation implications of investing in the funds, you should also contact your platform operator.

## What is a Constitution?

Each fund is governed by a Constitution. Together with the *Corporations Act 2001* (Cth) and some other laws, the Constitution sets out the terms and conditions under which the fund operates and the rights, responsibilities, powers, discretions and duties of the responsible entity and investors. The Constitution deals with a number of issues including:

- your rights as a holder of units
- the method of dealing with complaints about the fund

26 CFS Index Funds

- fund termination
- our broad powers to invest, borrow, receive fees and other payments and generally manage the fund.

The Constitution states that your liability is limited to the amount you paid for your units, but the courts are yet to determine the effectiveness of provisions of this kind. It gives us a number of rights, including a number of discretions relating to unit pricing and fund termination. You can obtain a copy of the Constitution and Unit Pricing Permitted Discretions Policy, free of charge, by calling us on 13 13 36.

We may alter the Constitution if we, as the responsible entity, reasonably consider that the amendments will not adversely affect investors' rights. Otherwise, we must obtain investors' approval at a meeting of investors.

We may retire or be required to retire as the responsible entity (if investors vote for our removal).

Your rights to requisition, attend and vote at meetings are mainly contained in the *Corporations Act*.

## Custody

A professional custodian generally holds the assets of each fund. The custodian is appointed by CFSIL and is responsible only to us. It is the custodian's role to hold the assets in the funds on behalf of investors (however, for funds where a prime broker has been appointed, assets will be held by the prime broker).

The custodian may be changed from time to time, and we may change the custodian where we are satisfied that the proposed new custodian meets all regulatory requirements.

You will not be notified of a change in custodian. If the custodian is another company in CFSIL and other CFS entities, then we would have to:

- satisfy ASIC that we are able to separate each fund's assets from our own, and
- satisfy ourselves that holding each fund's assets in this way would be cost-effective for investors.

If you would like details of our custodian, please contact us if you are a direct investor, or contact your platform operator if you are an indirect investor.

## Eligibility of foreign investors

The offer made in this PDS:

- does not constitute an offer in any other country or jurisdiction including the European Union
- may, at the discretion of CFSIL, be made in New Zealand at a later date during the term of this PDS. If CFSIL elects to make the offer in New Zealand, it will be available only to persons who have received the relevant offer document in New Zealand and have completed the application form attached to that relevant offer document to make their initial investment. The offer will only be made in accordance with the terms of the trans-Tasman mutual recognition scheme which allows CFSIL to make the offer in New Zealand
- cannot be offered or sold within the US, or sold to, or for the account or benefit of, 'US Persons' (as defined in Regulation S of the US Securities Act 1933) in the United States
- cannot be offered or sold to European Union citizens residing in the European Union
- is not available to a Sovereign entity, or part of a Sovereign entity group, or a superannuation fund for foreign residents, as defined in the *Income Tax Assessment Act 1997* (Cth).

## Is there a cooling-off period?

A 14-day cooling-off period will apply to your initial investment in the funds in certain circumstances. If, during the 14-day cooling-off period, you decide that the investment does not meet your needs, then simply advise us, or if you are an indirect investor your platform operator, in writing.

The 14 days start when your transaction confirmation is received by you or if you are an indirect investor, your platform operator, or five days after your units are issued, whichever is earlier.

We will refund your investment, reduced or increased for market movements (and, where relevant, once we have established your identity). We will also deduct any tax or duty incurred and an amount for reasonable transaction and administration costs we incur in relation to your investment in a fund, including determining your application.

As a result, the amount returned to you may be less than your original investment.

Under normal circumstances refunds are made within seven working days of your platform operator notifying us.

## **Privacy**

We do not normally receive any personal information about you when you invest in the funds via a platform product.

If we do receive any of your personal information, we will deal with it in accordance with our Privacy Collection Notice and Privacy Policy. For a copy of these documents, please visit <a href="mailto:cfs.com.au/privacy">cfs.com.au/privacy</a> or contact us. For details on the collection, storage and use of your personal information, contact your platform operator.

# Anti-Money Laundering and Counter-Terrorism Financing laws and Sanction laws

We are required to comply with these laws, including the need to establish your identity (and, if relevant, the identity of other persons associated with your account) and accordingly hold such information. Instructions for completing the identification process are included with the application forms. Additionally, from time to time, we may require additional information to assist with this process and keep a record.

Where legally obliged to do so, we may disclose the information gathered about you to regulatory and/or law enforcement agencies, and we may not be able to tell you when this occurs. We may be unable to transact with you or other persons. This may include actions such as delaying, blocking, freezing or refusing to process a transaction, or ceasing to provide you with a product or service, if we have reasonable grounds to believe or suspect potential breaches of Australian and/or international laws or sanctions. This may impact on your investment and could result in a loss of income and principal invested. We will not incur any liability for any loss suffered if we are required to take one or more of these actions.

## What to do if you have a complaint

If you are investing via a platform then complaints should be directed to the platform operator who will facilitate dispute resolution on your behalf.

For direct enquiries or complaints, you can contact us by:

Phone	13 13 36 Monday to Friday – for our contact centre operating hours, refer to cfs.com.au/contactus
Email	membercare@cfs.com.au
Website	Submit a feedback form (cfs.com.au/feedback)
Mail	CFS Complaints Resolution Reply Paid 27 Sydney NSW 2001

## External dispute resolution

If at any time you are not satisfied with the handling of your complaint or the resolution we have provided, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers.

You can contact AFCA by:

Website	www.afca.org.au
Email	info@afca.org.au
Phone	1800 931 678 (free call)
Mail	Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3001

Time limits may apply to complain to AFCA so you should act promptly or otherwise consult the AFCA website to find out if or when the time limit relevant to your circumstances expires.

## What are our reporting requirements?

If any fund is a disclosing entity under the *Corporations Act*, the fund is subject to regular reporting and continuous disclosure obligations. Copies of documents we lodge with ASIC to fulfil these obligations may be obtained from, or inspected at, an ASIC office.

28 CFS Index Funds

You also have a right to request a copy of certain documents from us when they become available, and we must send you a copy (free of charge) as soon as practicable and in any event within five days. Your request will be fulfilled in the way you choose — by email or post, or you can collect it from our offices. The documents are:

- the annual financial report for the fund most recently lodged with ASIC
- any half-year financial report lodged with ASIC and any continuous disclosure notice given for the fund after the lodgement of the annual financial report for the fund and before the date of this document.

## **Annual reports**

An annual report detailing the financial position and performance of the funds over the last financial year will be made available on <a href="mailto:cfs.com.au/annualreports">cfs.com.au/annualreports</a>, by 30 September each year. If you would prefer to have a copy emailed or mailed to you, please contact us.

## Managing conflicts of interest

CBA holds an interest in CFS through its significant minority interest in HoldCo.

All related party transactions are conducted on arm's length terms. Accordingly, CFSIL believes that related parties are receiving reasonable remuneration. Any conflict of interest or potential conflict of interest is managed in accordance with CFS's Conflicts Management Policy. CFSIL is the responsible entity, Operator, administrator and custodian of IDPS products and administrator and custodian of superannuation and pension products, and makes its investment decisions in accordance with its systems and processes separately from other CFS entities and CBA. The available investments may include securities or other financial products issued by other CFS entities or CBA. As a result, their activities may have an effect on the investments. Other CFS entities may have investments in CFS and may derive associated benefits/returns on those investments.

CFSIL makes no representation as to the future performance of any underlying investments held in the funds offered in this PDS, including those issued by other CFS entities or CBA. CFSIL, other CFS entities, members of CBA and their directors and employees may hold, buy or sell shares or other financial products included in the funds in this PDS. They may have business relationships (including joint ventures) with related parties or any of the entities named in this PDS. In addition, they may from time to time

advise CFSIL in relation to activities unconnected with the funds offered in this PDS. Such relationships and advisory roles may include acting as general financial adviser in respect of, without limitation, corporate advice, financing, funds management, property and other services. The directors and employees of CFSIL, other CFS entities and members of CBA may hold directorships in the companies named in this PDS. Any confidential information they receive as a result of the business relationships, advisory roles and directorships discussed above will not be made available to CFSIL.

## Information about indices

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## Responsible Entity

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## Enquiries

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Email: