

Manual Order Request

Mason Stevens Limited ABN 91 141 447 207 AFSL 351578

Mason Stevens Super ABN 34 422 545 198 RSE Registration Number R1004168

Trustee: Diversa Trustees Limited ABN 49 006 421 638 RSE License Number L0000635 AFSL License 235153

Use this form to instruct Mason Stevens to place application/ redemption orders on your behalf. This form is only available to clients who do not currently have an adviser. If you have appointed an adviser, please have them instruct all trades on the platform. By returning this form you acknowledge that manual orders included in this request are completed on a best efforts basis and cannot be guaranteed due to the manual nature of the request.

If you are requesting both buy and sell orders, please note that all sell orders will be completed first. Buy orders will only be completed if there is sufficient cash available. We do not actively prioritise manual orders and we are not responsible for any delays in placing buy orders if sufficient cash is not available at the time this request is received.

If you are not a wholesale client as defined by s761G of the Corporations Act 2001, we will not accept instructions to buy units in managed funds on your behalf.

Manual orders will not be placed if there is insufficient cash, including the cash minimum requirement (as noted in the applicable offer document).

Trustee Limits (Applicable only for buys on Super/Pension accounts)

By making this request you confirm you have reviewed the investment limits for this account and transactions being requested and these transactions will not breach any trustee limits.

Account details

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Account name	<input type="text"/>
Account number	<input type="text"/>
Contact number	<input type="text"/>

Table of managed funds to be processed

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APIR Code e.g. ABC0011AU	To BUY holdings, please write the DOLLAR amount below	To SELL ALL holdings of an existing managed fund, please tick the box below	To SELL a PARTIAL amount of existing holdings, please write the UNIT amount below	Term Deposit ONLY To BUY please write dollar amount below
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>



Table of listed securities to be processed

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Buy or Sell	Stock code e.g. ABC.XASX.AU	Quantity in units	At market or limit price	Expiry (maximum 20 business days)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Your consent

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By returning a Mason Stevens manual order request, you confirm you agree to the following Terms and Conditions:

- » I have independently obtained the most up to date disclosure documentation (including the relevant Product Disclosure Statement (PDS)) available for any underlying investments being purchased;
- » I am aware that the proceeds from any future redemptions of managed investments will not be available for withdrawal or further investments until settlement has occurred and the proceeds are cleared in the Self-Directed Portfolio;
- » I acknowledge that managed investment redemption times may vary throughout the year and are subject to the conditions and variations contained in the relevant PDS;
- » where I have requested redemption of any underlying investments that are “illiquid investments” under superannuation laws, I have obtained from the relevant disclosure documentation:
 - » the reasons why certain “illiquid investments” are not able to be redeemed within 30 days; and hence the impact on the superannuation fund being able to pay out (lump sum or rollover) from these investments within 30 days of their request; and
 - » the maximum redemption periods which may apply to those types of investments.
- » I acknowledge that I have sufficient cash in the Self-Directed Portfolio to cover all obligations including pension payments, fees and insurance. If we are required to break a term deposit to meet any obligations, associated break costs will be deducted from the interest payment.

Signature

Name

Date

Signature

Name

Date

You can upload a scanned copy of the signed form online or return the form to Mason Stevens via email.

» **For Super accounts:** admin@mssuper.com.au

» **For Wealth accounts:** wealth@masonstevens.com.au

Diversa Trustees Limited as Trustee of Mason Stevens Super
GPO Box 3001, Melbourne VIC 3001

