



Financial Services Guide

Part 1

1 November 2018

This Financial Services Guide has been authorised for distribution by the authorising licensee:

Momentum Wealth Management Corporation Pty Ltd ('Momentum Wealth Management')

ABN **86 168 372 870**

Australian Financial Services Licence No. **454895** ('AFSL')

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Website: **momentumwm.com.au**

PURPOSE OF THIS DOCUMENT

This Financial Services Guide ('FSG' or the 'Guide') provides you with important information about Momentum Wealth Management Corporation Pty Ltd ('Momentum Wealth Management' or 'Licensee'), and its Authorised Representatives, who will provide you with the financial services described in this Guide. It is designed to help you evaluate and make an informed decision about whether to use the financial services described in this Guide. We suggest you retain this Guide for your future reference. If any part of this Guide is not clear, please speak to your financial adviser.

This Guide consists of two parts. Part 1 of this Guide contains important information about:

- the financial services we offer as Authorised Representatives of Momentum Wealth Management;
- Momentum Wealth Management as the holder of an AFSL;
- the financial services that Momentum Wealth Management offer;
- the process we follow to provide financial services;
- how we, our associates, and Momentum Wealth Management are paid;
- any arrangements which may influence our advice to you;
- how we and Momentum Wealth Management protect your privacy; and
- who to contact if you have a complaint or if you are not satisfied with the services provided.

Part 2 of this Guide is an Adviser Profile and includes information on the services we are authorised to provide on behalf of Momentum Wealth Management.

References in this Guide to 'me', 'I', 'us', 'we' and/or 'our' should be read as either Momentum Wealth Management or your 'Authorised Representatives' of Momentum Wealth Management, as the context requires.

PART 1

Part 1 contains the following sections:

- Financial Services Guide (Section 1);
- Privacy Statement (Section 2); and
- Are you satisfied? (Section 3).

You must read each of these sections in conjunction with Part 2, which provides more detail to allow you to make an informed decision about whether to use the financial services we offer.

Together, these documents form the complete FSG which we, as Authorised Representatives, are required to provide.

ABOUT MOMENTUM WEALTH MANAGEMENT

Momentum Wealth Management holds an AFSL issued by the Australian Securities and Investments Commission. Momentum Wealth Management was first established in 2014 and is a Professional Partner of the Financial Planning Association of Australia (FPA).

As an Authorised Representative, your adviser acts on behalf of Momentum Wealth Management when providing the financial services they are authorised to provide under Momentum Wealth Management's AFSL.

Further information on these services, including our contact details and Authorised Representative numbers, is set out in the FSG Part 2 Adviser Profile.

Momentum Wealth Management can assist you in the following areas:



SECTION 1

FINANCIAL SERVICES GUIDE

WHAT OTHER INFORMATION SHOULD YOU CONSIDER BEFORE DECIDING WHETHER TO PROCEED WITH OUR RECOMMENDATIONS?

If you receive personal financial advice this will be documented in a Statement of Advice (SoA), or in specific circumstances a Record of Advice (RoA), that confirms the discussions you have had with us or records further advice provided by us, the recommendations we are making and the basis for those recommendations. These documents will also explain how those recommendations will work towards achieving your goals, any relevant fees received by us, and any associations with financial product providers.

When a financial product is recommended to you, you will be provided with a Product Disclosure Statement (PDS) or other disclosure document issued by the product provider. Among other things, the PDS contains information about the risks, benefits, features and fees payable in respect of the product. In combination, these documents will help you make an informed decision about whether to proceed with our recommendations.

WHO PROVIDES THE FINANCIAL SERVICES DESCRIBED IN THIS FSG?

The financial services described in this FSG are provided by us as Authorised Representatives of Momentum Wealth Management.

Part 2 of this Guide contains further details about your financial adviser, including our contact details, experience, qualifications and professional memberships.

WHO IS RESPONSIBLE FOR THOSE FINANCIAL SERVICES?

As the holder of an AFSL, Momentum Wealth Management is responsible for the financial services we provide to you. Momentum Wealth Management's Authorised Representatives act on your behalf in providing financial services to you. In relation to the financial services offered in this FSG, Momentum Wealth Management, as the holder of an AFSL, does not act on behalf of any other person or licensee. Momentum Wealth Management is only responsible for the services offered in the FSG.

Section 912B of the Corporations Act 2001 (Cth) ('Corporations Act') requires Momentum Wealth Management to have arrangements in place to compensate certain persons for loss or damage they suffer from certain breaches of the Corporations Act by Momentum Wealth Management and/or its Authorised Representatives. Momentum Wealth Management has internal compensation arrangements as well as professional indemnity insurance that satisfy these requirements. Momentum Wealth Management has taken steps to ensure that its compensation arrangements satisfy the requirement in the Corporations Regulations 2001 of being adequate considering the nature of its business and its potential liability for compensation claims.

WHAT FINANCIAL SERVICES DO WE OFFER?

We are authorised by Momentum Wealth Management is able to provide financial product advice and to deal in a wide range of products (unless otherwise stated in Part 2 of this Guide) including:

- Basic deposit products;
- Government debentures, stocks or bonds;
- Managed investment schemes (inc. investor directed portfolio services);
- Retirement savings account products;
- Superannuation products;
- Deposit products other than basic deposit products;
- Life investment and life risk products;
- Securities (e.g. shares);
- Pension products.

Some of the services you are able to access through Momentum Wealth Management include:

- Financial planning advice;
- Superannuation advice, including self-managed superannuation funds;
- Redundancy advice;
- Gearing strategies;
- Social security benefits advice;
- Estate planning services (financial planning).
- Wealth accumulation advice;
- Retirement advice;
- Cash flow advice;
- Life, disability, trauma and income protection insurance advice;

WHAT PRODUCTS ARE AVAILABLE?

A range of financial products offered by many leading financial product providers are available for recommendation by us. Details of the available products we can recommend are contained in the Approved Product List (APL).

Internal and external experts provide financial product research, which is used to carefully select and maintain an extensive list of Approved Products for us to select from. We conduct due diligence on external research report providers that provide us with research.

We will only recommend a product to you after considering its appropriateness to your individual objectives, financial situation and needs. The recommendations will be made after conducting an investigation into the financial products and may require us to investigate and consider a financial product which is not on the APL.

HOW DO WE ENSURE THAT THE ADVICE WE GIVE YOU SUITS YOUR NEEDS AND OBJECTIVES?

To ensure we provide advice suitable for your needs and financial circumstances, we firstly need to understand your financial situation, personal financial objectives and needs. We will follow a step-by-step process as outlined below:

- 1.) We will meet with you for an initial consultation. During this meeting we will discuss your expectations and provide you with details of the services we can offer.
- 2.) We will collect all the information we need from you, including your personal financial situation, financial objectives and needs. If you do not wish to provide the information we require, we will advise you of the possible consequences of not disclosing your full personal information and the impact on the recommendations given. This may include not being able to provide advice on the subject matter you request.
- 3.) We will help you identify your goals and may discuss your attitude towards investment risk.
- 4.) We may consider strategies and areas such as income, social security, insurance, cash and estate planning requirements. Where required we will also conduct a reasonable investigation of the financial products that may be suitable to implement the strategies as part of the recommendations. Based on these and other considerations, we will prepare and present you with a written SoA, or in some cases depending on the circumstances, an RoA. We will explain in the SoA (or RoA) the basis for the advice, and any remuneration, benefits or associations which could have influenced the advice.

Where we recommend financial products, we will provide you with a PDS or other disclosure document containing information about each product recommended, to help you make an informed decision about whether to purchase that product.

- 5.) We will discuss our recommendations with you, make any changes you require and gain your agreement to implement those recommendations.
- 6.) We will then implement those recommendations.
- 7.) We will meet with you periodically to review your financial circumstances if we agree to an ongoing advice service arrangement which includes a regular review component. If an ongoing advice service arrangement is entered into, this will be documented in your Ongoing Advice Service Arrangement Letter and/or SoA. Where you have entered into an ongoing fee arrangement after 1 July 2013, we will renew your arrangement with you at a minimum of every two years.

We will also explain to you any significant risks of the financial products and strategies which we recommend to you. If you are unclear of the risks, do not hesitate to question us further.

In certain circumstances, we may not provide you with personal advice via a SoA or RoA, as outlined above. These circumstances may include:

- 1.) Where we provide you with only general advice, such as through seminars and newsletters;
- 2.) Further advice or verbal advice – if you previously received advice recorded in a SoA, any further personal advice provided by us may be recorded in a RoA. We will not necessarily provide you with a copy of the RoA unless you request it (see below).

WHAT DOCUMENTS DO YOU GET IF WE PROVIDE FURTHER ADVICE?

Where a further review is conducted, and personal advice is provided, in some circumstances we are not required to provide you with a SoA for this further advice. Where this is the case, if you have not already been provided with a RoA, you may request a copy of the RoA from us by contacting us (on any of the contact details set out in Part 2 of this Guide) for a period of seven years from when the further advice was first provided to you.

HOW CAN YOU INSTRUCT US?

You may specify how you would like to give us instructions, for example, by phone, fax or email using any of the contact details set out in Part 2 of this Guide. Alternatively, you may provide instructions to us in person. Where instructions are provided by telephone, these must be confirmed in writing.

OTHER SERVICES

We may provide services other than financial planning services. For example, we may refer an accountant, legal adviser, real estate agent or other service provider to further complement our service offering. While we may provide access to these other services, you should understand that these other services are not provided under Momentum Wealth Management's AFSL and Momentum Wealth Management does not train, support or supervise the provision of these other services and has no responsibility in relation to these services.

Examples of the services which Momentum Wealth Management is not responsible for include:

- General insurance services (e.g. car insurance);
- Real estate and direct property advice;
- Taxation services, such as completion of tax returns;
- Accounting and audit services;
- Legal services;
- Consulting services; and
- Administration and compliance of Self-Managed Superannuation Funds.

HOW ARE WE PAID FOR OUR SERVICES?

We and Momentum Wealth Management may receive:

- Fees paid by clients;
- Commissions paid by product providers;
- Other payments by product providers; and
- Other benefits.

Fees and commissions are payable (as directed by your Authorised Representative) to any of: the licensee Momentum Wealth Management, your Authorised Representative or a Corporate Authorised Representative. We may receive up to 100% of any fees and commissions received.

Details of any fees, commissions or other benefits that we, Momentum Wealth Management, or other associated persons are entitled to receive if you implement our recommendations in relation to a specific financial product, will be disclosed to you in your SoA or RoA when personal advice is given.

WHAT TYPE OF FEES, COMMISSIONS, PAYMENTS AND OTHER BENEFITS DO WE RECEIVE FOR OUR SERVICES?

The types of fees, commissions and other benefits that may be received by us and Momentum Wealth Management include the following:

Service fees

We will discuss and agree our fee structure with you before we provide you with services. The types of fees you can be charged are listed below. You may be charged a combination, or part of, any of these fees.

Fees for advice

We may charge fees for the preparation, presentation and implementation of our advice. These fees will be based on your individual circumstances, the complexity involved in your situation and the time it takes to prepare personal financial advice for you. We will discuss these fees with you and gain your agreement to the fees before we provide you with advice. These fees typically range from \$500 plus GST to \$7,000 plus GST and will be quoted and confirmed before preparation. Fees may fall outside of the above range only if agreed upon by you and your adviser.

Ongoing advice fees

We may charge a fee to provide ongoing portfolio reviews and/or for the provision of ongoing services.

This fee will be agreed with you and is either a set amount, or an amount based on the amount of funds under our advice, and/or the time involved in reviewing your portfolio and circumstances.

Payment methods

Our fees are either invoiced to you directly, or deducted from your investments, or a combination of these methods.

Where it is debited from your investments it is normally referred to as the Adviser Service Fee.

In most instances you will be able to select the method of payment that suits you best. We will discuss and agree the method of payment with you before we provide you with services.

Commissions

If you take out a financial product through us, Momentum Wealth Management may receive payments in the form of initial commissions and/or ongoing commissions from the financial product providers. These commissions are included in the fees, premiums and interest rate you pay for the product. **This is not an additional cost to you.** We may agree to rebate some or all of these.

The commission payable for different classes of financial products include the following:

Investment Products

For investment products, including superannuation and annuities, commissions are generally deducted from the funds you invest. Commissions on investment products may only be payable in certain circumstances where an arrangement exists as at 1 July 2013. Where you have acquired an investment product before 1 July 2014, commissions may be payable where Momentum Wealth Management has an existing arrangement with the product issuer prior to 1 July 2013.

For investment products existing prior to 1 July 2013 Momentum Wealth Management may receive between 0.00% and 4.00% of your initial investment as initial commissions from product providers whose products are recommended to you. Momentum Wealth Management may also receive ongoing commissions from the management fees of the product providers.

Ongoing commissions range between 0.00% and 0.72% p.a. of your investment balance. Momentum Wealth Management may pass up to 100% of these commissions to us.

Example

We recommend you invest \$10,000 in an investment product. The applicable initial commission is 1% and ongoing commissions are 0.72% p.a. Momentum Wealth Management may receive initial commission of \$100 and may pass up to \$100 of that to us. Assuming the investment amount stays the same, each year Momentum Wealth Management will receive ongoing commission of \$72 and may pass up to \$72 to us.

Life Insurance Products

Initial and ongoing commissions from insurance providers may be received by Momentum Wealth Management. These commissions are paid to Momentum Wealth Management by the company that issues the product that Momentum Wealth Management's Advisers recommend to you and they are included in what you pay for the product. The commissions vary and are based on the policy cost, which is the sum of the premiums you pay and may include other fees related to the product.

The initial commission is paid in the first year by the product issuer to Momentum Wealth Management. Ongoing commissions are payments paid by product issuers to Momentum Wealth Management in the years after the first year. These commissions may be passed onto either us or the adviser or retained by Momentum Wealth Management.

If you initiate an increase to your cover, Momentum Wealth Management may receive initial and ongoing commissions on the increase to your policy cost. The ongoing commission on a client-initiated increase is only paid in respect of the period that starts from the first anniversary of the increase.

If the initial commission is equal to the ongoing commissions (as a percentage of your policy cost), Momentum Wealth Management may receive up to 35.00% (excl. GST) of your annual policy cost, each year. This is called a 'Level' commission structure.

If the initial commission is higher than the ongoing commissions (the 'Hybrid' commission structure), the maximum commission that Momentum Wealth Management may receive is set out in the table below:

Date a new product is issued	Initial commission (% of annual policy cost or increase excl. GST)	Ongoing commission pa (% of annual policy cost or increase excl. GST)
Before 1 January 2018 or before 1 April 2018 when the application was received prior to 1 January 2018	0 - 140%	0 - 38.5%
1 January 2018 - 31 December 2018*	0 - 80%	0 - 20%
1 January 2019 - 31 December 2019*	0 - 70%	0 - 20%
From 1 January 2020*	0 - 60%	0 - 20%

- * Momentum Wealth Management may receive the pre-1 January 2018 commission rates above from the product issuer if:
- > your policy was issued before 1 January 2018 and you exercise an option to establish new or additional cover under your policy after 1 January 2018; or
 - > your policy was issued before 1 January 2018 and is replaced after 1 January 2018 to correct an administrative error.

Example

You have an existing policy with us, issued in 2017, and in 2018 you decide to increase the cover on that policy with a corresponding increase in policy cost of \$100 pa. Momentum Wealth Management may receive up to \$140 (140% excl. GST) as initial commission on that increase and may pass up to \$140 pa to us. The ongoing commission payable to Momentum Wealth Management in respect of this increased policy cost may be up to \$38.50 (38.5% excl GST).

Or, we recommend an insurance product to you and it is issued on 2 April 2018. The annual policy cost is \$450. Momentum Wealth Management may receive up to \$360 (80% excl. GST) as an initial commission and may pass up to \$360 to us. Assuming the policy cost stays the same each year, Momentum Wealth Management may receive up to \$90 pa (20% excl. GST) as an ongoing commission and may pass up to \$90 pa to us.

From 2 September 2018, you decide to increase your insurance cover. The cost of this increased cover is \$100. The initial commission payable to Momentum Wealth Management in respect of this increase will be up to \$80 (80% excl. GST) as the increase has occurred in 2018. The ongoing commission payable to Momentum Wealth Management in respect of this increased policy cost will be up to \$20 pa (20% excl. GST), payable in respect of the period starting from the first anniversary of the date on which you increased your insurance cover (i.e. 2 September 2019).

From 2 September 2020, you decide to increase your insurance cover again. The cost of this increased cover is \$100. The initial commission payable to Momentum Wealth Management in respect of this increase will be up to \$60 (60% excl. GST). The ongoing commission payable to Momentum Wealth Management in respect of this increase will be up to \$20 pa (20% excl. GST), payable in respect of the period starting from the first anniversary of the date on which you increased your insurance cover (i.e. 2 September 2021). These commissions may be passed onto us.

You'll find details of how your insurance policy cost is calculated in the relevant PDS that we provide you. Where personal advice is provided to you, you'll also find details of the commission that Momentum Wealth Management and we are entitled to receive if you decide to purchase a life insurance product, in your SoA or RoA.

DOES MOMENTUM WEALTH MANAGEMENT CHARGE ANY FEES?

Momentum Wealth Management will not charge you any additional fees. However, it may retain up to 100% of all fees and commissions generated by its Authorised Representatives & Corporate Authorised Representatives.

OTHER PAYMENTS FROM PRODUCT PROVIDERS

Momentum Wealth Management does not receive any other payments or commissions from product providers.

OTHER BENEFITS

From time to time we may accept alternative forms of remuneration from product providers or other parties, such as hospitality or support connected with our professional development (e.g. training or sponsorship to attend conferences). We maintain a register detailing any benefit we receive which is valued at between \$100 and \$300 and other benefits that relate to information technology software or support provided by a product issuer or that relate to educational and training purposes. Benefits in excess of \$300 are not accepted by Momentum Wealth Management Corporation Pty Ltd or its Authorised Representatives.

A copy of the register is available on request.

WILL ANY OTHER PARTIES BENEFIT FROM THE FINANCIAL SERVICES OFFERED IN THIS FSG?

Momentum Wealth Management does not receive any other payments or commissions, nor make any payments to any other parties or product providers.

WHAT ARRANGEMENTS MAY INFLUENCE OUR ADVICE TO YOU?

Momentum Wealth Management's Approved Product List is extensive and caters for the market with minimal restrictions. However, we can recommend other products or services to you where it suits your objectives, financial situation and needs following an independent research and approval process.

If, in future, other relationships or associations are established that may influence our advice to you, it will be disclosed in Part 2 of this FSG.

WHAT FEES DO WE PAY TO SOMEONE WHO REFERS YOU TO US?

We may provide a referrer with gifts such as hampers or gift vouchers. If there is an arrangement with a third-party (referrer) to share fees, this will be fully disclosed in any advice document issued by Momentum Wealth Management Corporation Pty Ltd.

SECTION 2

PRIVACY STATEMENT

WHY WE COLLECT YOUR PERSONAL INFORMATION

We ensure the protection of any personal information we receive, as required by the Privacy Act 1988 (Privacy Act). 'Personal information' is defined in the Privacy Act as:

"information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- (a) whether the information or opinion is true or not; and
- (b) whether the information or opinion is recorded in a material form or not."

We collect personal information, including sensitive information (e.g. health information), from you to provide you with services including financial advice.

We may also use your information to comply with legislative or regulatory requirements in any jurisdiction, to prevent fraud, crime or other activity that may cause harm in relation to the particular products or services provided, and to help us run our business.

If you do not provide all the information we request, we may no longer be able to provide a product or service, including financial advice, to you.

COLLECTING AND DISCLOSING YOUR PERSONAL INFORMATION

We may disclose your personal information to anyone we engage to do something on our behalf such as a service provider, and other organisations that assist us with our business. We may also disclose your personal information to third parties such as a complaints body to whom a complaint relating to a product or service is referred, your past and present employers, any party acquiring an interest in our business and anyone acting on your behalf.

We may also collect from the parties listed above any personal information they may hold about you which relates to our provision of financial advice.

We may disclose your personal information to an entity which is located outside Australia in connection with or for the purposes of providing financial services to you. Details of the countries where the overseas recipients are likely to be located are in our privacy policy.

As a provider of financial services, we have obligations to disclose some personal information to government agencies and regulators in Australia, and in some cases offshore. We are not able to ensure that foreign government agencies or regulators will comply with Australian privacy laws, although they may have their own privacy laws. By using our products or services, you consent to these disclosures.

Momentum Wealth Management is also required, pursuant to the Anti-Money Laundering and Counter-Terrorism Financing Act (AML/CTF Act) and its corresponding rules and regulations to implement certain client identification processes. We may be required to obtain information about you at the time of providing financial services to you, and from time to time in order to meet our legal obligations.

We have certain reporting obligations pursuant to the AML/CTF Act and information obtained from or about you may be provided to external third parties and regulators in accordance with the requirements imposed on us.

OTHER IMPORTANT INFORMATION

We are required or authorised to collect personal information from you by certain laws. Details of these laws are in our privacy policy.

Our privacy policy is available at momentuwmm.com.au. It covers:

- how you can access the personal information we hold about you and ask for it to be corrected;
- how you may complain about a breach of the Privacy Act, the Australian Privacy Principles or a registered privacy code and how we will deal with your complaint; and;
- how we collect, hold, use and disclose your personal information in more detail.

This Privacy Policy will be reviewed by Momentum in an ongoing manner and may be amended or updated from time to time to reflect administrative or legal changes. You are encouraged to check our website for any updates on a regular basis.

Where you have provided information about another individual, you must make them aware of that fact and the contents of this privacy statement.

We will use your personal information to contact you or send you information about other products and services offered by us or our preferred suppliers. If you do not wish to receive marketing communications from us, please contact us.

DEFINITIONS

“We”, “our”, “us” means Momentum Wealth Management Corporation Pty Ltd and its Authorised Representatives and Corporate Authorised Representatives.

SECTION 3

ARE YOU SATISFIED?

WHAT TO DO IF YOU HAVE ANY CONCERNS ABOUT OUR SERVICES

Both we and Momentum Wealth Management endeavour to provide you with quality financial advice. If you have a complaint or concern about the service provided to you, we encourage you to take the following steps:

- 1.) Contact us (your adviser) first about your concern.
- 2.) If your concern is not resolved to your satisfaction, you may contact Momentum Wealth Management by:

Writing:

Advice Complaints
Momentum Wealth Management Corporation Pty Ltd
Suite 1, 427 Blackburn Road, Mount Waverley VIC 3149
PO Box 5120, Pinewood, VIC 3149

Email:

complaints@momentumwm.com.au

We will investigate your complaint and respond to your concern as quickly as possible and within 45 days.

- 3.) If your concern has not been responded to within 45 days or has not resolved to your satisfaction, you may contact the Australian Financial Complaints Authority (AFCA), the External Dispute Resolution (EDR) scheme for the financial system. AFCA replaces the three previous EDR schemes of the Financial Ombudsman Service (FOS), the Credit and Investments Ombudsman (CIO) and the Superannuation Complaints Tribunal (SCT).

The AFCA independently and impartially resolves disputes between consumers and participating financial services providers.

The AFCA provides an independent dispute resolution process covering complaints about financial services including: banking, credit, loans, general insurance, life insurance, financial planning, investments, stock broking, managed funds and pooled superannuation trusts. You may contact the AFCA by:

Writing:

GPO Box 3
Melbourne VIC 3001

Email:

info@afca.org.au

Website:

www.afca.org.au

Phone:

1800 931 678

4.) The Australian Securities & Investments Commission (ASIC) is Australia's corporate, markets and financial services regulator. ASIC contributes to maintaining Australia's economic reputation by ensuring that Australia's financial markets are fair and transparent, and is supported by informed investors and consumers alike. ASIC seeks to protect consumers against misleading or deceptive and unconscionable conduct affecting all financial products and services. You may contact ASIC by:

Writing:

Australian Securities & Investments Commission
GPO Box 9827
The Capital City of your State, excluding SA where
it must be addressed to Melbourne

Or

PO Box 4000
Gippsland Mail Centre
Victoria 3841

Website:

www.asic.gov.au

Phone:

1300 300 630



ASIC

Australian Securities & Investments Commission

Before you send your concern to any of these respective bodies, please contact them first to understand the process of lodging your concern with them.