

Adviser Registration Form



You can only register as an adviser if you are a representative of a Dealer Group that is authorised to provide financial services in relation to NQ Super. Please ensure you read the Adviser Declaration in section 3 before completing this form.

Section 1: ADVISER DETAILS

Surname:	<input type="text"/>	Salutation:	<input type="text"/>
Given Name(s):	<input type="text"/>		
Australian Financial Services License (AFSL) number:	<input type="text"/>		
Dealer Group:	<input type="text"/>		
Authorised Representative number:	<input type="text"/>		

Section 2: CONTACT DETAILS

Office Name:	<input type="text"/>				
Office Address:	<input type="text"/>				
Suburb:	<input type="text"/>	State:	<input type="text"/>	Postcode:	<input type="text"/>
Postal Address:	<input type="text"/>				
Suburb:	<input type="text"/>	State:	<input type="text"/>	Postcode:	<input type="text"/>
Mobile:	<input type="text"/>	Work Phone:	<input type="text"/>		
Fax:	<input type="text"/>				
Email Address:	<input type="text"/>				

Section 3: ADVISER DECLARATION

This section contains important information about NQ Super & Pension and your obligations as an adviser once you sign this form. Only sign and date the form after reading this Adviser Declaration.

I make the following declarations and acknowledgements personally and on behalf of the Dealer Group shown in Section 1:

- I declare that all directions, instructions, requests and other communications I give to the Trustee, or transactions I make on the member's account will only be made after prior consent of the member and will include (where applicable) accurate and full information and disclose any facts or circumstances relevant to the communication or transaction.
- I confirm where I have provided financial services in relation to the Fund, including the Fund's financial products and/or investment and/or insurance options, I am authorised to do so.
- I will provide the member with a Statement of Advice in relation to any financial product advice I provide as required by Government legislation.
- I will provide the member with access to the current PDS or other disclosure document for each of the selected investments available for investment through the Fund.
- I will fully disclose to the member all fees and costs associated with investing in the Fund in accordance with Government legislation.
- I will if requested by the Fund or its Trustee provide copies of a member's Statement of Advice in relation to any adviser fees deducted from a member's NQ Super account in order for the Fund or its Trustee to ensure advice fees are in relation only to the member's interest in the NQ Super, its investments or insurance obtained through superannuation.
- I confirm that any adviser fees payable as agreed by the member are/will be for financial services relating only to the NQ Super or its investments.
- I confirm that any changes to the amount, frequency, method or manner of payment of adviser fees will be signed off in writing by the member prior to making such changes and that I will immediately notify the Trustee of such changes.

Section 3: ADVISER DECLARATION (continued)

- I confirm that all emails and other electronic communications containing personal or sensitive information will be sent through a secure site using encryption or other devices to protect the information and that I will ensure the security, confidentiality and privacy of information (including personal information) about the member that I access from NQ Super in accordance with all relevant Government legislation.
- Where I have submitted an electronic copy of this form, I confirm that I will retain the original copy of the form for a minimum period of 7 years and supply the original to the Trustee as requested by or on behalf of the Trustee.
- I agree to indemnify the Trustee against all losses, actions, liabilities, claims and expenses incurred by or on behalf of the Trustee, directly or indirectly, in relation to the Trustee (or a person acting on behalf of the Trustee including, but not limited to, the Trustee's directors, employees or service providers) acting upon the directions, instructions, requests and other communications given, or transactions made, by me or my duly authorised signatory.
- I agree to promptly refund, on request by or on behalf of the Trustee, any adviser fees paid out of NQ Super & Pension's assets that are not in accordance with the declarations and acknowledgements.
- I agree to provide the Trustee with any information requested by or on behalf of the Trustee in relation to my adviser details and adviser remuneration.
- If contacted by or on behalf of the Trustee from time to time to confirm my ongoing adherence to this Adviser Declaration, I will cooperate.
- I agree to immediately notify the Trustee if I breach or am likely to breach any relevant law, the terms of this Adviser Declaration or cease to be authorised to provide financial services relating to NQ Super & Pension.
- I agree to immediately notify the Trustee if any of the information provided by myself ceases to be true and correct or changes in any way.
- I declare that I am duly authorised to provide the above declarations, undertakings and acknowledgements on behalf of the Dealer Group named in Section 1 of this form.
- I have read and understood the NQ Super & Pension Product Disclosure Statements (PDS), and Additional Information Booklets (AIB).
- The Advice given will be appropriate to the client's superannuation needs.
- I will comply with any applicable Terms and Conditions provided by the Trustee in the PDS and AIB.
- I agree to seek member renewal of the adviser service fee arrangements every two years if it is not renewed before then.
- I agree to notify the Fund immediately if a renewal is not received and understand that NQ Super & Pension will immediately cease to deduct advice service fee amounts and make advice service fee payments.
- I agree to be bound by the terms of the PDS and will not knowingly assist (by act or omission) any person to breach the terms of NQ Super.
- I will act within the Investment Rules of NQ Super as defined in the relevant PDS, and where required act on instructions from NQ Super to amend any portfolios that shift outside the Investment rules.
- I will ensure each client properly completes all forms and is given any disclosure or other offer document required to be given to them by you as the adviser, under relevant law or regulatory policy (including the current Financial Services Guides (FSGs) and any other offer documents).
- I declare that all information provided by myself in this form is true and correct.

Adviser Signature:

Date:

Please return this completed form to NQ Super & Pension PO Box 3528, Tingalpa DC Qld 4173 or email to info@nqsuper.com.au

Phone: 1300 986 450 Fax: (07) 3899 7299 Website: www.nqsuper.com.au

We are committed to respecting the privacy of the personal information you give us.

Our formal Privacy Statement sets out how we do this. If you would like a copy of NQ Super's Privacy Statement, please let us know. We have published our Privacy Statement on our website at www.nqsuper.com.au