

# Adviser Details Form



Complete this form if you wish to:

- add or update your financial adviser or licensee details (all sections must be completed, except sections 2 and 4)
- set up and consent to an adviser service fee (all sections must be completed, except section 2)
- remove your financial adviser or an adviser service fee (complete sections 1, 2 and 6 only)

Print clearly in BLOCK LETTERS. This form is applicable to more than one product. Please select the one that applies:

iQ Super     iQ Retirement.

## 1. Member details

**i** If you would like more details about how we collect, use and disclose your personal information, you can access the Trustee's privacy policy at [russellinvestments.com.au/privacy](http://russellinvestments.com.au/privacy) or call us on 1800 555 667.

a. Title (please select)

Mr  Mrs  Miss  Ms  Dr  Other  >

b. Surname

c. First name(s)

d. Date of birth (DD MM YYYY)

**Adviser Details Form**

e. Sex (please select)

Male  Female

f. Member number

g. Address

State    Postcode

h. Work telephone

i. Home telephone

j. Mobile telephone<sup>1</sup>

k. Personal email address<sup>2</sup> (Give us your email address to receive all future communications electronically.)

<sup>1</sup> We may SMS you from time to time.

<sup>2</sup> By providing your email address, you are advising us that online communication is your preferred method of communication. Going forward, we will email you with information and also advise when a communication has been added to your online account. We will issue paper communications rarely or where your email address no longer works. You can change your preferred method of communication at any time by calling us or logging in to your online account at [russellinvestments.com.au/login](http://russellinvestments.com.au/login)

IN PREPARING THIS FORM THE TRUSTEE HAS NOT TAKEN INTO ACCOUNT THE INVESTMENT OBJECTIVES, FINANCIAL SITUATION AND PARTICULAR NEEDS (FINANCIAL CIRCUMSTANCES) OF ANY PERSON. ACCORDINGLY, BEFORE ACTING ON ANY ADVICE, YOU SHOULD ASSESS WHETHER THE ADVICE IS APPROPRIATE IN LIGHT OF YOUR OWN FINANCIAL CIRCUMSTANCES. TOTAL RISK MANAGEMENT PTY LIMITED ABN 62 008 644 353, AFSL NO. 238790, TRUSTEE OF THE RUSSELL INVESTMENTS MASTER TRUST ABN 89 384 753 567. R\_P\_iQ\_F\_AdviserDetails\_V1F\_2108

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## 2. Remove adviser and service fee

**!** Tick this box if you want to remove an Adviser Service Fee or if you do NOT wish for your current financial adviser, linked to your account in the Russell Investments Master Trust, to have authority to act as your adviser.

I want to remove the financial adviser, including the Adviser Service Fee, from my account.

I want to remove the Adviser Service Fee off my account, but keep the financial adviser's ability to access my details.

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## 3. Adviser details

**!** Please only enter the details you wish to add/update below. By adding this adviser to your account, the adviser can request online access to view your account details. They will not have access to edit any details online.

a. Dealer group (Licensee) name

b. Company name

c. Adviser name

d. Adviser/company address

  
  
 State  Postcode 

e. AFS licence number

f. Telephone

g. Mobile

h. Adviser email (required)

  

h. Dealer Group email (required)

#### 4. Adviser service fee

**!** We are required to obtain your consent before deducting an initial or one-off adviser service fee from your account in the Fund to pay to your financial adviser. Your adviser is required to obtain your consent for an ongoing adviser service fee to be paid from your account and provide your consent to us.

You can provide your consent by completing this form. Your adviser may use another form or document to obtain your consent to an ongoing adviser service fee and provide that to us. That form or document your adviser provides to us must comply with relevant laws (we will contact your adviser if it does not comply).

If you are not happy with the amount of the adviser service fee described in this form, you do not have to give your consent and sign this form.

Please note that the adviser service fee to be deducted from your account in the Fund must comply with the laws governing the use of superannuation accounts and the financial advice services for which the adviser service fee is paid must be clearly and directly connected to your account. The adviser service fee must not relate to financial advice or services provided in relation to any other matter that is not clearly and directly connected to your account.

By completing this section, you agree that the:

- financial advice services described here (or in an attachment to this form) are correct and complete; and
- amount of the adviser service fee is for advice services clearly and directly connected to your account only.

If you do not agree with these statements, you should talk to your financial adviser before you consent to an adviser service fee being paid from your account.

##### Initial or one-off adviser service fee

The initial or one-off adviser service fee you wish to pay to your adviser from your account is the fixed dollar amount (including GST) specified below, to be paid for the financial advice service(s) described here (or in an attachment to this form):

Adviser to confirm the services being provided to the member in relation to this fee below (an attachment detailing these services can also be provided).

**The amount of the initial or one-off adviser service fee you consent to pay to your adviser from your account is:**

Fixed dollar amount (including GST)

\$ .00

*By completing this section and signing this form, you are consenting for the Russell Investment Master Trust to pass to you the cost of financial product advice provided to you.*

This consent for an initial or one-off adviser service fee expires when the adviser service fee is deducted from your account and paid to the Licensee or adviser bank account.

We will require a new consent from you to pay another one-off adviser service fee from your account.

You can withdraw your consent to the payment of an initial or one-off adviser service fee by contacting the Fund at the contact details below in sufficient time before we pay the fee from your account. The initial or one-off adviser service fee will be paid from your account on the last Friday of the month.

##### Ongoing adviser service fee

The ongoing adviser service fee can be a:

- a) Percentage of the value of your account (including GST and up to a maximum of 1.1% p.a. including GST) or
- b) Fixed dollar amount per month.

The ongoing adviser service fee will be paid monthly from your account on the last Friday of the month.

#### 4. Adviser service fee (continued)

The ongoing adviser service fee you consent to pay to your adviser from your account is:

Nominate **ONE** below.

**a) Percentage based fee:**

Percentage (including GST)   .     % p.a.

This is approximately an annual fee of

\$           .00 p.a.

This is a fee estimate only, based on your current account balance and the percentage based fee to be applied when the monthly payment is processed.

**OR**

**b) Monthly fixed dollar fee (including GST):**

\$           .00 per month

We will pay the ongoing adviser service fee from your account until your consent expires, a new consent is provided to us or you withdraw your consent for the fee. The law requires that your consent expires 150 days after the anniversary date of your consent. The anniversary date is the anniversary of the day on which you consent to the ongoing adviser service fee. For example, if the date of your consent is 1 July 2022, the anniversary date is 1 July 2023 and the expiry date is 27 November 2023.

Your adviser will contact you to renew your consent before it expires. If you renew your consent with your adviser, your adviser is required to provide that consent to us. This will be required each subsequent year to continue an ongoing adviser service fee.

You can vary or withdraw your consent at any time by notifying your adviser in writing.

#### 5. Licensee/adviser authorisation and signature

! Please complete one of the following – option 1 or option 2.

**Option 1 – Representative or Authorised Representative**

I am authorised by the Australian Financial Services Licensee named to provide the financial product advice to the member, in order for adviser service fees to be paid from the member’s account to the Licensee bank account, and complete this form. I confirm the information provided in this form is true and correct.

I acknowledge and agree that the Trustee of the Russell Investments Master Trust may cease or vary the adviser service fee, if required by law, on notice by the member or on notice of their death. The adviser and licensee are neither the agents nor partners of the Trustee.

Name

Position

Authorised Representative Number

Signature

Date (DD MM YYYY)

## 5. Licensee/adviser authorisation and signature (continued)

OR

### Option 2 – Licensee

I am the named Australian Financial Services Licensee to provide the financial product advice contemplated in this form in order for adviser service fees to be paid from the member's account to the Licensee. I do not represent a licensee. I acknowledge and agree that the Trustee of the Russell Investments Master Trust may cease or vary the adviser service fee, if required by law, on notice by the member or on notice of their death. I am not an agent nor a partner of the Trustee.

Name

Position

Signature

Date (DD MM YYYY)

## 6. Member declaration

By signing this request form I am making the following statements:

1. All the information provided in this application is true and correct.
2. I consent to the use of my personal information in accordance with the Your privacy section of the PDS, including the provision of information to my nominated financial adviser.
3. Where I have added or updated financial adviser details, the Trustee may provide or make available information on my account in the Russell Investments Master Trust to my financial adviser, including view only access online via the Adviser Portal.
4. Where I have completed the Adviser service fee section of this form, I confirm that I:
  - a. have read and agree to the adviser service fee information in the PDS;
  - b. consent to the payment of the adviser service fee from my account in the Fund in accordance with this form; and
  - c. indemnify and release the Trustee from any claim or action in connection with payment by the Trustee of an adviser service fee in accordance with this form.

Member name

Member signature

Date (DD MM YYYY)

### ▶ Please return this form:

**iQ Series by Russell Investments**  
Locked Bag A4094  
Sydney South NSW 1235

You can also contact us as follows:

Toll free on **1800 555 667**  
Operating hours are from Monday to Friday, 9am – 5pm (AEST)  
[iq@russellinvestments.com.au](mailto:iq@russellinvestments.com.au)  
[russellinvestments.com.au](http://russellinvestments.com.au)