

Financial Services Guide

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PKF Wealth TMW Pty Ltd
trading as **PKF Wealth**
ABN 21 154 894 130
AFSL No. 515733
Authorised Representative
Greig Meyer
AR No. 270961

This Financial Services Guide (FSG) provides you with important information about PKF Wealth TMW Pty Ltd (PKF Wealth), and its Authorised Representatives, who will provide you with 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.

ABOUT PKF WEALTH

PKF Wealth is a privately owned business with Greig Meyer as the majority shareholder. The other shareholders are PKF New England North West Chartered Accountants and Belinda Goosen. The business was founded in January 2012.

PKF Wealth provides financial advice services focused on superannuation, investment and life insurance.

As a self-licensed business we can provide advice on any product that is available, although many products will not be suitable.

We have a number of products that we prefer to use due to past experience of good service standards.

INFORMATION WE WILL PROVIDE TO ASSIST IN DECIDING WHETHER TO PROCEED WITH OUR RECOMMENDATIONS

If you receive personal financial advice this will be documented in a Statement of Advice (SoA). We may provide further advice to you to keep your plan up to date for changes in your circumstances, changes in the law and changes in the economy and products. If we provide further advice, it will be documented in a Record of Advice (RoA) which we retain on file. You can request a copy of the RoA document at any time up to 7 years after the advice is provided. These documents confirm the discussions you have had with 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.

HOW YOU CAN INSTRUCT US TO ACT

You may specify how you would like to give us instructions, for example, in person or by phone or email.

WHO IS RESPONSIBLE FOR THE FINANCIAL SERVICES PROVIDED?

As the holder of an Australian Financial Services Licence (AFSL), PKF Wealth is responsible for the financial services provided to you.

The AFSL number is: 515733

LACK OF INDEPENDENCE

PKF Wealth is not independent, impartial or unbiased because we receive commissions for the advice we provide on life risk insurance products.

ABOUT YOUR ADVISER

WHO IS YOUR FINANCIAL ADVISER?

Your Financial Adviser is **Greig Meyer** and PKF Wealth TMW Pty Ltd trading as PKF Wealth.

Greig's Authorised Representative number is 270961.

WHAT EXPERIENCE DOES YOUR FINANCIAL ADVISER HAVE?

Greig has been a Financial Adviser since 2001, offering advice to individual clients as well as small and large business clients. Prior to PKF Wealth, he was a Financial Adviser with financial planning businesses in Tamworth, Sydney and Newcastle.

WHAT QUALIFICATIONS AND PROFESSIONAL MEMBERSHIPS DOES YOUR FINANCIAL ADVISER HAVE?

Greig is a A CERTIFIED FINANCIAL PLANNER®. He holds a Bachelor of Commerce and a Graduate Diploma in Applied Finance and Investment.

He is a member of the Financial Planning Association of Australia (FPA) and the Financial Services Institute (FINSIA).

SERVICES PROVIDED

WHAT AREAS IS YOUR FINANCIAL ADVISER AUTHORISED TO PROVIDE ADVICE ON?

Greig is authorised to provide financial services, including advice or services for the following products:

- Deposit products;
- Life investment and life risk products;
- Managed investment schemes including investor directed portfolio services;
- Retirement savings account products;
- Direct shares;
- Superannuation products; and
- Standard margin lending facilities

OTHER SERVICES

PKF Wealth only provides financial planning services. Accounting services and SMSF administration are provided by PKF Chartered Accountants which is a separate business.

FEES AND CHARGES

HOW WILL YOUR FINANCIAL ADVISER BE PAID FOR THE SERVICES PROVIDED?

All fees and commissions disclosed in this FSG are paid to PKF Wealth as the licensee.

Greig's employment remuneration is a **fixed salary** as an employee of PKF Wealth. There are no commissions or product sales related performance payments.

Greig also receives dividends as a shareholder of PKF Wealth TMW Pty Ltd as determined as appropriate from time to time. No director fees are payable.

All other staff are also paid fixed salaries.

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

We will always 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.

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.

Referral fees

We do not receive or pay any referral fees in relation to your business.

Payment methods

Our fees are generally deducted from your investments or share trades, occasionally we invoice directly.

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.

Investment products

No commissions are received on investment products.

Life insurance products

Initial and ongoing commissions from insurance providers may be received by PKF Wealth. These commissions are paid by the company that issues the product that we recommend to you and they are included in what you pay for the product.

The commissions are based on the policy cost, which is the sum of the premiums you pay and may include other fees related to the product.

WHAT IS PKF WEALTH'S FEE STRUCTURE?

As part of detailed financial planning, there are costs to you at various stages of the process. Before making any recommendations, I will discuss and agree the fees with you.

Advice fees are inclusive of GST and payable by you at the following stages:

- 1.) **Recommendation:** For having a personalised financial plan (SoA) prepared, a plan preparation fee (up to \$3,300) is payable. The actual fee will depend on the complexity of your situation and the time it takes to prepare personal financial advice for you.
- 2.) **Implementation:** I may charge a fee to implement the recommendations in your financial plan. The actual fee will depend on the complexity of your situation.
- 3.) **Ongoing Advice Service and Reviews:** If you choose to have me conduct a review of your financial plan to ensure that your financial strategies and financial products remain appropriate to you, you may be charged a review fee.

Note: Full details of all fees and commissions for financial services will be provided to you in a Statement of Advice (SoA), or Record of Advice (RoA) and Product Disclosure Statements at the time of receiving any recommendation.

WHAT OTHER BENEFITS DOES YOUR FINANCIAL ADVISER RECEIVE?

PKF Wealth does not receive product rebates of any kind from product providers.

Privacy Statement

Privacy of client information is of utmost importance to PKF Wealth and we regularly review IT systems to ensure that security of data is in place. The full Privacy Policy for PKF Wealth is available on request.

Complaint Process

WHAT TO DO IF YOU HAVE ANY CONCERNS ABOUT OUR SERVICE

PKF Wealth's mission is 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 first about your concern.

- writing to:
Complaints Manager
PKF Wealth TMW Pty Ltd
PO BOX 1900
Tamworth NSW 2340
- telephone 02 6768 4560
- email gmeyer@pkf.com.au

2. We will try and resolve your complaint quickly and fairly. If your complaint cannot be resolved by us to your satisfaction or within 30 days, 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. Please contact AFCA in the following ways:

- writing to:
Australian Financial Complaints Authority
GPO Box 3
Melbourne VIC 3001
- email info@afca.org.au
- online afca.org.au
- telephone 1800 931 678