

# **Direct Debit Form**

This form authorises and requests Dexus Asset Management Limited (ACN 080 674 479, AFSL No. 237500) (DXAM) with User ID Number: 209 615 to debit the customer's nominated account through the bulk electronic clearing system (BECS), as outlined by the customer in this Application Form.

This debit or charge will be made from your account nominated below and will be subject to the terms and conditions of the Direct Debit Service Agreement. Please contact us on 1300 374 029 or dexus@boardroomlimited.com.au if you require any assistance.

on the 21st

# **Investor details** Dexus Fund name (the Fund) Investor number Investor name / Trust name / Company name / Partnership name **Authorisation** Please indicate the account from which you would like us to deduct the Application Amount(s) and any Ongoing Investment Amount (if applicable). Please note your account must be an Australian bank account held in the name of the Applicant, third party direct debits will not be accepted. I/We authorise DXAM to arrange for funds to be debited from the account nominate below. Name of financial institution **Account name BSB** Account number Payment details Direct debit to be deducted at the time of application and at the time of any additional investment.

## **Direct Debit Acknowledgement**

Regular monthly direct debit of \$

By signing and/or providing us with a valid instruction in respect to your direct debit request, you have understood and agreed to the Direct Debit Service Agreement governing the direct debit service request. You request this arrangement remain in force in compliance with the terms and conditions of the Direct Debit Service Agreement.

day of each month. If this Form is received three business days

before the 21st of the month, the first direct debit will occur on

the 21st of the same month. Otherwise, the first direct debit will

occur from the first month following the receipt of this Form.

Sole signatories signing on behalf of a company confirm that they are signing as a Sole Director and Sole Company Secretary of the company by ticking the relevant box.

Two Directors or a Director and a Company Secretary must sign unless the company has a Sole Director and Sole Secretary.

- I/We have read and understood the terms of the attached "Direct Debit Service Agreement" overleaf and acknowledge and agree to it.
- I/We request this agreement remain in force in accordance with instructions provided and in compliance with the terms and conditions of the "Direct Debit Service Agreement".
- If this is a joint investment, each of us agrees, unless otherwise indicated
  on this Form, our investment is as joint tenants. Each of us is able to
  operate the account and bind the other(s) to any transaction including
  investments, switches or withdrawal by any available method.

### **Direct Debit Acknowledgement** continued...

- I/We will provide to DXAM or its nominee any information that DXAM reasonably requires in order to enable DXAM to comply with all its obligations under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 and its associated rules and regulations (in force from time to time).
- If investing as trustee on behalf of a superannuation fund or trust I/ we am/are acting in accordance with my/our designated powers and authority under the trust deed. In the case of superannuation funds, I/ we also confirm that it is a complying fund under the Superannuation Industry (Supervision) Act.
- I/We acknowledge that DXAM and its related bodies corporate may disclose and use personal information as contemplated in this form, DXAM's Privacy Policy available at https://www.dexus.com/privacypolicy and the Privacy Statement in the PDS.
- I/We will provide DXAM or its nominee any information that DXAM reasonably requires in order to enable DXAM to meet all of its compliance, reporting and other obligations under the United States of America Foreign Account Tax Compliance Act (FATCA) and all associated rules and regulations from time to time (including, without limitation, the Inter-Governmental Agreement (IGA) entered into between the governments of the US and Australia). I/We understand that DXAM may disclose such information to the Australian Taxation Office (ATO) who may in turn disclose the information to the US Internal Revenue Service (IRS).
- I/We understand that where I/we have provided DXAM or its nominee
  with information about my status or designation under or for the
  purposes of FATCA (including, but without limitation, US residency or
  citizenship status and FATCA status as a particular entity type) and all
  associated rules and regulations, DXAM will treat that information as
  true and correct without any additional validation or confirmation being
  undertaken by DXAM except where it is under a legal obligation to do so
- I/We acknowledge and agree that electronic instructions will be treated as contemplated in the current PDS under the heading "Electronic Instructions"
- If this application is signed under Power of Attorney, the Attorney declares that he/she has not received notice of revocation of that power (a certified copy of the Power of Attorney must be submitted with this application unless DXAM have already sighted it).
- SOLE SIGNATORIES signing on behalf of a company confirm that they
  are signing as either a director or sole director and sole secretary of the
  company by ticking the relevant box.

All nominated account holders must sign below to confirm the direct debit request. Please sign in the same way as the account signing instruction held by your financial institution.

| Signature of no  | minated account                     | holder 1 |                        |
|------------------|-------------------------------------|----------|------------------------|
|                  |                                     |          |                        |
| Name (please pri | nt)                                 |          |                        |
| Date /           | /                                   |          |                        |
| Director [       | Sole director and company secretary | Trustee  | Other (please specify) |
| Signature of no  | minated account                     | holder 2 |                        |
| Name (please pri | nt)                                 |          | ····•                  |
| Date /           | /                                   |          |                        |
| Director [       | Company<br>secretary                | Trustee  | Other (please specify) |

Note: Please refer over page for Direct Debit Service Ageement.

### **Direct Debit Service Agreement**

This is your Direct Debit Service Agreement with DXAM with User ID Number: 209 615. It explains what your obligations are when undertaking a Direct Debit arrangement with us. It also details what our obligations are to you as your Direct Debit provider. Please keep a copy of this agreement for future reference. It forms part of the terms and conditions of your Direct Debit request (DDR) and should be read in conjunction with your DDR authorisation. The terms of this Direct Debit Agreement are for the purpose of your application and/or on going investment for units in the nominated Dexus Real Estate Securities fund and us debiting from your account in accordance with your instructions outlined in the Application Form and the Direct Debit Form.

- 1. DXAM (the "Debit User") will debit the BSB/Account nominated for this Direct Debit request as specified.
- 2. DXAM will give not less than 14 days written notice to the investor should it propose to vary the arrangements of this Direct Debit request.
- 3. The investor(s) may request DXAM to defer or alter the payment amount specified in this Direct Debit request. Requests authorising these changes may be made by phoning or providing written advice to DXAM. Investor(s) may change the:
  - · Due date of payment;
  - · Payment amount; and
  - · Frequency of payment.

Investor(s) wishing to vary the drawing account details specified in this Direct Debit request must provide signed authority for such changes to be effected.

- 4. In compliance with the Industry's Direct Debit Claims Process, DXAM will assist investor(s) disputing any payment amount drawn on the nominated BSB/Account in this Direct Debit request. DXAM will endeavour to resolve this matter within the Industry agreed time frames. Investor(s) may visit any branch of their financial institution and complete a "Direct Debit System Claim Request" form to initiate the process.
- 5. Direct Debit, through BECS, is not available on all accounts. DXAM advises that some Financial Institution accounts do not facilitate direct debit and as such the investor(s) must check with their Financial Institution to ensure the account nominated in their Direct Debit request enables direct debiting. If uncertain please check with your Financial Institution before completing the direct debit request.
- 6. It is the investor(s) responsibility to ensure at all times there is sufficient cleared funds available, at the due date of the debit drawing, to enable payment from the BSB/Account as nominated in this Direct Debit request.
- 7. DXAM advises that the debit drawing will be made on the agreed due date as nominated in the payment details of this Direct Debit request. When the due date is a closed Melbourne business day, DXAM will initiate the debit drawing on the next open business date. Investor(s) may direct processing inquiries to their Financial Institution. The funds will be processed as an application on the following business day. A closed business day is defined as any calendar day on which the investor(s) financial institution is not open for direct debit processing. That is:
  - · Weekends;
  - · Public Holiday State; and
  - · Public Holiday National.
- 8. Where an unpaid debit item is returned by the investor(s) financial institution, DXAM may apply an outward dishonour fee to the investor(s) account.
- 9. Investor(s) who wish to cancel this Direct Debit request must notify DXAM in writing not less than 14 days before the next scheduled debit drawing. This request may be directed to DXAM or to an investor(s) financial institution.
- 10. DXAM requests the investor(s) to direct all inquiries, disputes requests for payment changes or cancellation directly to them.
- 11. DXAM agrees to keep confidential all investor(s) records and account details contained in this Direct Debit request unless authorised to release such information pursuant to a debit item dispute or similar event where the investor(s) has provided prior consent to do so.
- 12. If the customer is uncertain as to when the debit will be processed from the Customer's account, the customer should enquire directly to DXAM.
- 13. DXAM policy on the privacy of Customer records and account details, while noting that the bank may require such information to be provided in the event of a claim or relating to an alleged incorrect or wrongful debit.

### Send us your form

We accept this form returned to us by email or post. All pages must be present for the forms to be processed.

#### Email

Please scan and email to: **dexus@boardroomlimited.com.au** (You can send up to 10mb of attachments.)

#### Post

Mail this completed form to: BoardRoom Pty Limited, GPO Box 3993, Sydney NSW 2001