

# Application Form



Anglican  
Savings and  
Development  
Fund

## TERM INVESTMENT ACCOUNT

*For Anglican parishes and organisations,  
Clergy, staff and volunteers*

Please complete, detach and forward the Term Investment Account form to:  
The Anglican Savings and Development Fund  
PO Box 817 NEWCASTLE NSW 2300

Please Retain the Terms and Conditions for your reference.

For more information visit our website: [www.asdf.org.au](http://www.asdf.org.au)

# A cost-effective alternative to traditional Term Investment or Fixed Interest Investment

## ABOUT US

The Anglican Savings & Development Fund (ASDF) is an activity of the Anglican Diocese of Newcastle. We provide a range of investment products and services to Parishes, Anglican Schools, Anglican Agencies and Individuals who wish to support the missional work of the Diocese.

Our investors receive competitive interest rates and all funds are invested according to the ethical investment guidelines of the Anglican Church of Australia.

We differ from other financial institutions in where our money goes. Through the support of our investors, the ASDF is able to support the missional initiatives of the Diocese.

So no matter whether you are an Individual, a business or an Anglican organisation you will be comforted to know that you are making a valuable contribution to the religious, education and charitable works in the Newcastle Anglican community.

## Term Investment Account

The Term Investment Account provides investors with a guaranteed rate of return for a fixed period.

The Term Investment Account offers competitive interest rates for terms of 1, 3, 6, 9, 12 or 24 months, thus ensuring the interest earned for that period. At the end of the term you have the option of either reinvesting all or part of interest earned or have it paid to a bank account.

The Term Investment Account may be opened with as little as \$1,000 and can be added to at the completion of the term.

## Supporting your Parish and the Diocese

A key feature of investing in the ASDF is that you are supporting both your parish and your Diocese:

- **Gift your interest** – have the interest earned from your account paid directly to your parish or to the Diocese.

Although greatly appreciated, the option above is not compulsory. By simply choosing to invest with us you'll be helping the religious, educational and charitable works of our Anglican community.

## KEY FEATURES AND BENEFITS

- Competitive interest rates with a guaranteed rate of return
- No fees or charges are incurred by the investor
- Minimum investment of \$1,000
- Interest is calculated daily and paid at the end of selected term
- Additional investments can be added at the end of each term
- Option of 1, 3, 6, 9, 12 or 24 month terms
- Interest may be gifted to your parish or to the Diocese
- Available to an individual's or an organisation's self-managed Superannuation, self-funded retirees, and Trustees

# FREQUENTLY ASKED QUESTIONS

## **HOW IS MONEY INVESTED?**

Your money, together with that of other investors, will be invested in a range of diversified cash products, and will also be used to support the work of Anglican organisations through loans managed by the Anglican Savings & Development Fund.

## **HOW DOES MY INVESTMENT HELP THE ANGLICAN COMMUNITY?**

An investment through the ASDF is supporting the religious, educational and charitable works of the Anglican community as well as helping in the provision of loans to Anglican organisations and parishes.

Surplus earnings from operation of the ASDF are distributed to the Diocese benefiting the wider social needs of our Anglican community.

## **HOW DOES INTEREST GIFTING WORK?**

Gifting is a way that you can help fund the specific works of the Anglican Diocese of Newcastle. When you elect to have your interest paid to the Diocese, interest earned is paid directly to the Diocese allowing for missional work to be in the wider diocese. You can also elect to have your interest paid directly to your parish.

## **ARE THERE ANY FEES OR CHARGES?**

No. A key benefit of investing with the ASDF is that there are no establishment, ongoing account keeping, or transaction fees or charges.

## **DO I NEED TO BE AN ANGLICAN TO INVEST MONEY INTO ASDF?**

No. The products are available to any individual or business that wishes to support the community initiatives of Anglican organisations in the Newcastle Diocese.

## **WHAT HAPPENS IF I DIE?**

As occurs with other financial organisations, if your account is in joint names then the surviving account holder may continue to operate the account in their name.

If the account is held in a single name, your monies will be paid to your estate once your executor has provided copies of your death and probate certificates. To assist in the payment of funeral expenses, on the production of your death certificate and funeral account(s), the ASDF will withdraw the amount required to cover these expenses and pay it directly to the organisations involved.

The balance of your account will be paid to your estate.

## **DOES ANYONE HAVE ACCESS TO MY PERSONAL INFORMATION?**

No, other than employees of the Anglican Savings & Development Fund who are required to comply with privacy laws. Under the Privacy Act (Cth 2004) your account(s) and personal details are kept confidential and are not available to others.

Except that, as with all other financial institutions, the ASDF is required to provide information to the Australian Taxation Office or other law enforcement bodies as legally required.

## **DO I NEED TO PROVIDE A TAX FILE NUMBER?**

No. However Government legislation requires that the ASDF deduct taxation at the top marginal rate plus Medicare levy, from interest earned if an investor does not provide a valid Tax File Number or ABN, or proof that they are a tax exempt entity.

## **DO I STILL NEED TO PROVIDE A TAX FILE NUMBER IF I AM GIFTING MY INTEREST?**

Yes. If you choose to gift your interest, the same provision applies to your Tax File Number unless you are an exempt entity.

## **HOW CAN I ACCESS MONEY IF I DO NOT HAVE ASDF ONLINE?**

Additional funds can be added by cheque. If you need to withdraw funds, a signed withdrawal form or letter of request is required.

# TERM INVESTMENT ACCOUNT APPLICATION FORM

Please use black or blue ink and print within the boxes in CAPITAL letters. Mark all answer boxes with a cross (X)

## 1. ACCOUNT HOLDER/SIGNATORY IDENTIFICATION (Only applicable to new investors/signatories)

If you have not previously done so you will need to complete our Identification Procedure form. You will need to lodge this information at the same time as this application to enable your application to be processed.

## 2. INVESTOR DETAILS – INDIVIDUALS or JOINT ACCOUNTS or ACCOUNT SIGNATORIES

### Account Holder 1 or Signatory 1

Title

Given Names

Surname

Date of Birth

Tax File Number

If Account Holder 1 is exempt from Australian taxation please write EXEMPT in this space

### Account Holder 2 or Signatory 2

Title

Given Names

Surname

Date of Birth

Tax File Number

If Account Holder 2 is exempt from Australian taxation please write EXEMPT in this space

*Note: Tax File Numbers will be destroyed once recorded. Government legislation requires that The Anglican Savings & Development Fund deduct taxation at the top marginal rate, plus Medicare levy, from interest earned if the investor does not provide a valid tax file number and is not exempt. Any tax deducted will be sent to the Australian Tax Office.*

Home Address

Suburb   
State  Post Code

Postal Address   
*(if different to above)*

Suburb   
State  Post Code

Email:

Home Phone

Work Phone

Mobile:

Home Address

Suburb   
State  Post Code

Postal Address   
*(if different to above)*

Suburb   
State  Post Code

Email:

Home Phone

Work Phone

Mobile:

## SIGNING AUTHORITY

For joint accounts please indicate your required signing authority. If this section is left blank, The ASDF will nominate that only one signature is required to operate your account:

One signature required

Two signatures required

# TERM INVESTMENT ACCOUNT APPLICATION FORM

### 3. INVESTOR DETAILS – PARISH or ORGANISATION or COMPANY or TRUST

Name of Parish, Organisation, Company or Trust:

Tax File Number

Or ABN

If the Organisation, Company or Trust is exempt from Australian taxation please write EXEMPT in this space

*Note: Tax File Numbers and Australian Business Numbers (ABN) will be destroyed once recorded. Government legislation requires that The Anglican Savings & Development Fund deduct taxation at the top marginal rate, plus Medicare levy, from interest earned if the investor does not provide a valid tax file number or ABN or is not exempt. Any tax deducted will be sent to The Australian Taxation Office.*

Address

Suburb

State

Post Code

Postal Address

(if different to above)

Suburb

State

Post Code

### Authorised Signatories

Please fill in the details of the relevant account signatories for the parish, organisation, company or trust in the space provided for Account Signatory 1 and 2 in Section 2 (previous page).

As we are not required to collect the Tax File Number of the sig person(s) simply delete this section by putting a line through it.

### 4. INITIAL INVESTMENT

Open the account with the initial sum of: (NB. Minimum \$1,000)

Amount Figures \$

### 5. METHOD OF INITIAL INVESTMENT

Cheque made payable to The Anglican Savings & Development Fund

Direct Debit (To be debited from account nominated in section 7 below)

### 6. INTEREST PAYMENT METHOD

Upon maturity I/We wish interest earned to be:

Paid to ASDF Access Account

Reinvested

Paid to financial institution account (nominated in section 7 below)

### 7. EXTERNAL ACCOUNT

Please provide your account details below. This account will be used to debit your initial investment from your account, or credit your account with any payments due as per your nomination in Sections 6. By supplying these details, and completing the declaration on the final page of this document, you authorise the ASDF (User ID: 383750) to debit or credit your account as appropriate under the Terms and Conditions set out in the attached Direct Debit Client Service Agreement

Bank or Credit Union

Branch

Account Name

BSB Number

Account Number

Please circle preferred term in months

1   3   6   9   12   24

**8. DECLARATION**

I/We apply for an account of the type nominated with the Anglican Savings and Development Fund and agree that:

- The information I/we have provided in this application is true and correct.
- I/we have read the Terms and Conditions contained in this document.
- If I/we have received the Term and Conditions from the internet or other electronic means, I/we declare that I/we have received it personally, or a printout of it, accompanied by or attached to this application form.
- I/we are subject to the Terms and Conditions as amended from time to time.
- I/we have no reason to suspect that the investment lodged with this application form or any subsequent investments is or will be derived from or related to any money laundering, terrorism financing or other illegal activities.
- If I/we have elected to have our initial investment made by direct debit, I/we authorise the Anglican Savings and Development Fund (User ID: 383750) to debit the nominated account with the initial investment I/we have elected in Section 4. I/we have read the Direct Debit Client Service Agreement attached to this document, and agree with those Terms and Conditions. I/we acknowledge that this authority will remain in force until the Anglican Savings and Development Fund receives written notice to cancel/alter this authority.

**Please sign below confirming that all information being forwarded is correct.**

*Note: If you are signing this form under a Power of Attorney please attach a certified copy of the document to this application. As a Power of Attorney you will also need to complete an Identification Procedure Form.*

**SIGNED BY**

Account Holder(s)  
  Account Signatory(s)  
  Power of Attorney  
  Company Officer  
  Trustee  
  Guardian

**All account holders must sign and date this application form**

Signature of Account Holder 1 / Signatory 1  
(or power of attorney/company officer/trustee/guardian\*)

Signature of Account Holder 2 / Signatory 2  
(or power of attorney/company officer/trustee/guardian\*)




Print Name



Print Name



Date



Date



*\* If the Account holder is under 18 years of age, the signature(s) of the Account holder's consenting parents or legal guardians is required.*

**PRIVACY STATEMENT**

Access and usage of all information collected by the Anglican Savings and Development Fund is governed by our Privacy Policy. Full details of this policy are available on our website [www.asdf.org.au](http://www.asdf.org.au). If you are a signatory to an investment we collect and use your information to substantiate your identity and enable us to provide and manage that investment. If you are an acceptable certifier we may also use your information to substantiate the signatory's identity. We may also use your information to provide you with details about other products provided by the Anglican Savings and Development Fund unless you explicitly instruct us in writing not to do so. We do not provide your information to any other organisation without your consent, other than to those organisations that provide administrative or other operational services to the Anglican Savings and Development Fund.

**After completing this Application Form, please forward to:**

**Anglican Savings and Development Fund**  
**PO Box 817**  
**Newcastle NSW 2300**

**PH: 02 4926 3733**

**FAX: 02 4926 1968**

**EMAIL: [asdf@newcastleanglican.org.au](mailto:asdf@newcastleanglican.org.au)**

# TERMS AND CONDITIONS

## TERM INVESTMENT ACCOUNT

Effective 1 January 2017

### GENERAL

1. All investments are made with and will be administered by The Anglican Savings & Development Fund (ASDF), Bishop Housden Hall, 134 King Street Newcastle NSW 2300.
2. The ASDF is not prudentially supervised by the Australian Prudential Regulation Authority (APRA). Therefore, an investor in the ASDF will not receive the benefit of the financial claims scheme or the depositor protection provisions in the Banking Act 1959.
3. Investments in the ASDF are intended to be a means for investors to support the charitable purposes of the Fund. Neither the Trustees of Church Property, nor the ASDF nor its products, nor its promotional material and offer documents have been examined or approved by the Australian Securities and Investment Commission (ASIC).
4. By law ASIC requires that all Religious and Charitable Development Funds, such as the ASDF, advise that investors may be unable to get some or all of their money back when the investor expects or at all, and the investment is not comparable to investments with banks, finance companies or fund managers.
5. All profits derived from the activities of the ASDF are used for the wider educational, charitable and religious work of the Anglican Church in the Diocese of Newcastle.
6. Investments are made within the ethical investment guidelines established by the Diocese. In keeping with the educational, religious and charitable purposes of the Diocese, investments are also used to make loans to parishes, schools and other Anglican entities of the Diocese.
7. The minimum acceptable initial investment and minimum balance to be maintained at all times depends on the type of account opened.
8. The ASDF reserves the right to repay any or all investments (including interest) up to the day prior to the date of the repayment by giving you one (1) calendar months' notice of its intention to repay.
9. Investments are NOT TRANSFERABLE. Where a change of ownerships requested, the ASDF will consider a request to invest the funds again in the new name.
10. The ASDF reserves the right to refuse any initial investment without providing a reason for the refusal.
11. Investments can only be made by a negotiable instrument such as a cheque or fund transfer. Cash investments will not be accepted.
12. Additional investments can be lodged at any time except where funds are held in a Term Investment Account.
13. You can arrange for interest due on an investment to be added to the amount of your investment or transferred to your nominated bank account.
14. Interest is calculated on a daily basis from the date of receipt of monies by the ASDF, provided that the relevant investment is received before 2pm on that day. When an investment is closed, interest will be calculated to the day prior to the date of repayment and then paid in full.

15. Where the ASDF Online service is not used, a signed withdrawal form or letter of request is the only authority required for you to make a withdrawal. You can provide a signed document to the ASDF by email or fax, provided that the signature(s) on the document are legible. This will enable the ASDF to verify the signature(s) against its records. Requests for withdrawal of investments in joint names must be signed by the joint account holders unless authority has been given where only one joint account holder is required to sign.
15. Where the ASDF Online service is not used, the ASDF will repay an investment by electronic funds transfer on the day that repayment of the investment is requested, provided the ASDF receives the withdrawal form or letter of request by 10.30am on that day.
17. A withdrawal by electronic transfer will only be paid to account holder(s) who is named on the signed withdrawal form or letter of request. No third party payments will be made.
18. In the event of your death, the ASDF will pay the investment and accrued interest to your duly and properly appointed legal or personal representative upon that person's request. However, payment will only be made once the ASDF is satisfied that all legal formalities have been completed.
19. You agree to fully indemnify the ASDF against all loss suffered by the ASDF as a result of your failure to observe these terms and conditions, or as a result of the ASDF acting on your instructions.
20. The ASDF is entitled to change or add to these terms and conditions at any time by providing you with written notice. If you are provided with such notice, you will be taken to have accepted the new terms and conditions in respect of all of your investments if you maintain your investments with ASDF.
21. By completing this application form, you agree to the ASDF collecting and using the personal information you provide to us, to enable us to provide you with:
  - 21.1 the services you have requested;
  - 21.2 information about your investment(s);
  - 21.3 general information;
  - 21.4 information about the ASDF and the Diocese; and
  - 21.5 information as required by law.

### TERMS AND CONDITIONS APPLYING TO THE TERM INVESTMENT ACCOUNT

22. You can invest in a Term Investment Account for a fixed term of either 1, 3, 6, 9, 12 or 24 months.
23. The interest rate will be fixed for the term of the investment.
24. As provided in condition 14, interest will be calculated on daily balances. Interest will be paid in full on the date the investment matures unless the ASDF notifies you otherwise.
25. Early redemption of term investment is not permitted.
26. Unless otherwise notified before your investment is due to mature, your investment will be re-invested for a similar fixed term, at interest rates and on terms and conditions then applying.