

2015 Edition



FORESTERS  
Friendly Society

# Foresters Funeral Fund Pre-paid Funeral Plan

Disclosure Document  
dated 1 May 2015

Ancient Order of Foresters  
in Victoria Friendly Society

ABN 27 087 648 842 AFSL 241 421

## Disclosure Document

The information contained in this Disclosure Document is the latest available at the date of printing.

This Disclosure Document is dated and issued on 1 May 2015.

Foresters Funeral Fund

# Pre-Paid Funeral Plan



## Pre-Paid Funeral Plan

Paying for your funeral in advance gives you the peace of mind that you are not passing on expenses to family or friends, which could place them under financial strain.

It makes sense to plan now because the provision for funeral expenses can be an important part of your estate and financial planning portfolios.

The Pre-paid Funeral Plan ("Plan") is a capital guaranteed investment product that works in conjunction with your prepaid funeral contract issued by your funeral director. When you enter into the Plan, your investment is in the Foresters Funeral Benefit Fund ("the Fund"), a capital guaranteed traditional life insurance investment fund, issued and administered by the Ancient Order of Foresters in Victoria Friendly Society Ltd ABN 27 087 648 842 ("Foresters").

As part of the Plan arrangements, your investment in the Fund will be applied to meet the funeral expenses payable under your pre-paid funeral contract. Your pre-paid funeral contract enables you to decide on the funeral you want and on your preferred funeral director.

### Foresters Friendly Society

Foresters is a public company registered under the Corporations Act 2001, and is a traditional Friendly Society that has served the Australian community for over 150 years. Foresters operates under the strict rules of the Funeral Benefit Fund and is subject to laws, and regulations under the Life Insurance Act 1995 and the Corporations Act 2001. When you arrange a pre-paid funeral contract with your funeral director, your payment should be safeguarded under the control of an independent entity until such time as your funeral service is required. The Fund serves this purpose.

# The Foresters Funeral Fund

The Fund is an investment vehicle in which you can invest to provide for all your reasonable funeral expenses and at the same time it may provide social security benefits.

The proceeds of your investment in the Fund are paid out upon death and can be used for any or all of the following funeral expenses:

- › Burial or Cremation;
- › Additional vehicles;
- › Clergy offering/Celebrants fees;
- › Costs of obtaining statutory certificates;
- › Habit/shroud/clothing for viewing;
- › Funeral director professional service fees;
- › Provision of casket/coffin;
- › Funeral notices;
- › Organist fees;
- › Floral tributes;
- › Embalming, mausoleum; and
- › Other funeral-related expenses.

## What are the key features of the Fund?

The key features of the Fund include:

- › Your investment is capital guaranteed;
- › There are no medical restrictions;
- › Your investment in the Fund must be made in conjunction with a pre-paid funeral contract;
- › Once paid, your funeral arrangement is locked in at today's prices;
- › You can invest in the Fund in joint names;
- › There is no limit on how much you can invest (subject to the definition of funeral expenses) in your pre-paid funeral contract;
- › It can help maximise any social security entitlements;
- › The Fund provides annual bonus payments;
- › Payments into the Fund can be either in one lump sum or by way of regular instalments of as little as \$25\* per month; and
- › Your investment is subject to a cooling off period.

\* Not all funeral directors accept instalment payments



## What are your investment options?

### Assigned investment

An assigned investment is where you assign your investment in the Fund to a funeral director and in exchange, enter into a pre-paid fixed price funeral plan with that funeral director. Upon your death, your investment will be paid directly to the specified funeral director, subject to satisfactory evidence that your funeral has been carried out.

Once assigned to a funeral director, that funeral director becomes the legal owner of the funeral fund investment and bears all investment risk in the Plan. All future correspondence will be directed via that funeral director.

### Non-assigned investment

If you do not assign your investment when you enter into a pre-paid funeral contract, you will still be subject to the specific terms and conditions of that contract, which include nominating your preferred funeral director.

### Jointly named investments

You can enter into the Plan in joint names, however in such circumstances, upon the death of the first of the joint investors, your investment will be paid out in full and the surviving member will then have to enter into a new pre-paid funeral contract in order to meet their future funeral expenses.

### When can my investment be withdrawn?

As your Plan has been specifically designed to meet your future funeral expenses, payment can only occur at time of death (subject to the cooling off period of the Fund). **After the cooling off period has expired, your funds cannot be accessed until after your death.**

### Can I change my pre-paid funeral contract, including my contracted funeral director?

As you have entered into a pre-paid funeral contract with a specific funeral firm, you are subject to the terms and conditions of that contract and as such, any changes to the contract, including altering your contracted funeral director, are subject to the specific contract conditions. As these can vary between firms, we suggest you discuss any changes and how they are to be made with your contracted funeral firm in the first instance.

### Can I pay for my Plan by regular instalments?

Some funeral firms allow you to pay off your Plan by way of regular instalments. The Fund can accept minimum contributions of \$25 per month. These contributions can be made by:

- › Cheque;
- › Direct debit of a bank account (paid monthly or quarterly on the 20th day of the month, once the Direct Debit Request form has been completed and processed); or
- › Direct debit of Centrelink benefit entitlements (paid fortnightly once a Centrepay Deduction form is completed and processed).

### How much can I invest in the Fund?

There is no maximum limit on how much you can invest in the Fund as it will be determined by the cost of your pre-paid funeral contract. This applies even to persons in receipt of a means tested pension or a benefit from Centrelink or the Department of Veterans Affairs.

### Are there any medical restrictions for the Fund?

There are no medical or gender restrictions to investing in the Fund. Applicants aged under 18 years must obtain the consent of their parent or guardian before investing in the Fund.

“ There is no maximum limit on how much you can invest in the Fund, as it will be determined by the cost of your pre-paid funeral contract”

## Investment Information

### How will the Fund's assets be invested?

The objective of the Fund is to provide investors with competitive returns, whilst protecting the security of their investment.

Under the Fund Rules, Foresters has the power to invest in a range of investments. These investments are made by Foresters appointed fund manager. In addition, Foresters may invest in cash deposits with other financial institutions.

The asset exposure may include low risk highly rated government and semi-government securities, money market securities, mortgage-backed securities, bank-backed securities and term deposits.

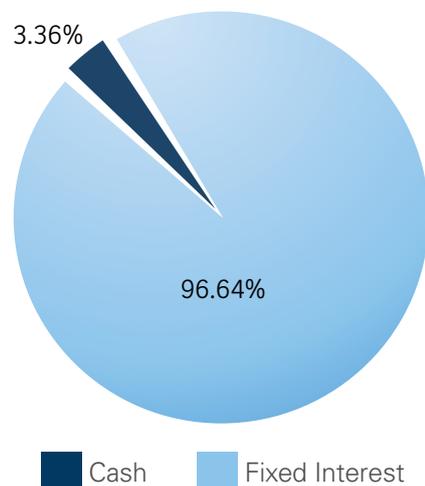
The rules also allow investments with other financial institutions.

Investments in the Fund may be subject to market or security specific risk. Market risk is where unexpected market conditions may have a negative impact on the return of all investments in a particular market. This could be a sudden decline or a general rise in interest rates. Security specific risk is where the value of a specific security is affected by such things as a rise or fall in interest rates, which could affect the underlying value of a debt security.

### Investment Portfolio

The Fund was established on 3 December 1990.

The nature of the investments held by the Fund as at 30 June 2014 were as follows:



The total assets of the Fund as at 30 June 2014 were \$90,494,017

### Asset Allocation Range

The Fund may invest within the following asset allocation ranges;

- › Cash & Fixed Interest Securities: up to 100%.

## How are bonuses calculated?

A bonus rate is declared at 30 June each year. It is based on the investment earnings of the Fund, less income tax calculated at the corporate rate of 30%, management fees, fees and any other required transfers to statutory reserves.

The appointed actuary makes a recommendation as to the annual bonus, which is subject to approval by the board of directors of Foresters.

Once allocated, bonuses form part of your capital guaranteed investment in the Fund and contribute to increased future bonuses. For payments that occur during the financial year, the interim bonus rate is paid.

The benefit is calculated by adding;

- › The capital component of your investment (the initial investment less management fees); plus
- › Declared bonuses and the interim bonus applied to the investment for the period since the date of the last bonus declaration to maturity date; plus
- › The amount Foresters expects to recover on the tax paid on the investment income of the Fund. The value of any tax recovered by Foresters is referred to in this document as the maturity bonus. The maturity bonus is expected to equal the tax paid on the Plan's earnings.

Please note;

- › Following declaration of the next annual bonus rate, a make-up payment, being the difference between the interim bonus paid and the declared bonus, and a maturity bonus on this additional bonus payment, will be forwarded to your funeral director following your death.
- › The interim bonus is not guaranteed and can be amended at any time in the event of adverse investment experience.

“ A bonus rate is declared at 30 June each year. It is based on the investment earnings of the Fund, less income tax calculated at the corporate rate of 30%, management fees, fees and any other required transfers to statutory reserves.”



## Historical Bonus Rates<sup>1</sup>

30 June	Bonus Rate <sup>2</sup> (Untaxed)	Bonus Rate (Taxed) post 31 Dec 2002	Tax Benefits <sup>3</sup>	Total Return <sup>4</sup>
2006	3.00%	2.65%	1.14%	3.79%
2007	3.00%	2.90%	1.24%	4.14%
2008	3.00%	3.15%	1.35%	4.50%
2009	5.45%	1.75%	0.75%	2.50%
2010	4.00%	2.65%	1.14%	3.79%
2011 (Pre 31/1/11)	5.10%	3.50%	1.50%	5.00%
2011 (Post 31/1/11)	N/A	5.00%	2.14%	7.14%
2012 (Pre 31/1/11)	5.50%	4.00%	1.71%	5.71%
2012 (Post 31/1/11)	N/A	4.00%	1.71%	5.71%
2013 (Pre 31/1/11)	5.50%	3.10%	1.33%	4.43%
2013 (Post 31/1/11)	N/A	3.10%	1.33%	4.43%
2014 (Pre 31/1/11)	4.50%	2.50%	1.07%	3.57%
2014 (Post 31/1/11)	N/A	2.50%	1.07%	3.57%

1. The above historical bonus rates for years 2005 to January 31, 2011 have been adjusted to reflect the bonus rates that would have applied under the management fee of this Disclosure Document dated 1 May 2015.

2. Policies issued prior to January 1st 2003 were not taxed.

3. The Tax Benefit is a non-guaranteed maturity bonus that Foresters expect to pay as part of the funeral benefit.

4. The Total Return is the sum of the bonus rate allocated to your account and the Tax Benefit.

Past performance should not be taken as a guide to future performance. The future bonus rates for the Fund are not guaranteed and maybe subject to fluctuations.

## What does the capital guarantee mean?

It means that all contributions to the Fund and declared bonuses, less fees have a capital guarantee supported by the solvency reserves that Foresters maintains in accordance with the Life Insurance Act 1995 and the Prudential Standards issued under that Act. The nature of the underlying investments reinforces the integrity of the capital guarantee. The Corporations Act 2001 also regulates Foresters' investment activities.

# Prepaid Travelcare Plan

The Foresters Prepaid Travelcare Plan offers peace of mind for you and your family should you die whilst travelling within Australia.

If you die within Australia, the cost of transportation from the place of death to the funeral home of your chosen funeral director, up to a maximum of \$3,000 is covered. Your chosen funeral director must operate from premises within 70km of your residential address.

Please note: this distance restriction may not apply for rural-based funeral directors.

To make a claim, notice and supporting evidence of death must be sent within 30 days of the life assured's death or as soon thereafter that is reasonably possible to Foresters at its registered office.

## What does the Prepaid Travelcare Plan cover?

- › Transportation costs;
- › A suitable container for transportation;
- › Charges for professional fees and documentation; and
- › Mortuary preparation.

(Please note this is a summary of the cover only and other restrictions may apply as set out in the disclosure document.)

The Prepaid Travelcare Plan is fully reinsured with a reinsurer registered under the Life Insurance Act 1995.

## How much does the Prepaid Travelcare Plan cost?

A once-only non-refundable premium is payable in full at the time you apply for protection for both single and joint cover.

These premiums are:

- › \$125 per person if you are aged 74 years or less;
- › \$160 per person if you are aged 75 years or over (up to a maximum of aged 84).

## Can joint applications be made for the Prepaid Travelcare Plan?

Yes. However, the benefit is only payable once in respect of a joint membership and will be paid in respect of the first of the joint members to die.

## How do you obtain these Prepaid Travelcare Plan benefits?

You may apply for the Travelcare Plan if;

- › You are an Australian resident aged between 18 and 84;
- › You are applying to invest in the Pre-paid Funeral Plan; and
- › You apply within six months of the date of purchase of your Pre-paid Funeral Plan.

## Additional Information

### What are the fees and charges?

#### Entry fee

There is no entry fee payable on your initial and subsequent contributions.

#### Commissions

No commissions are payable to a funeral director operating in the State of Victoria. Marketing support, however, may be made available to funeral directors.

#### Management fee

Foresters ongoing management costs in relation to operating the Fund are met from a management fee payable from the Fund's assets. Foresters currently charges on any investments made after 31st January 2011 a management fee of 2.0% per annum of the Fund's total net assets. Members of the Fund, representing investments made before 31st January 2011, will continue to be subject to a management fee of 1.5% per annum. The management fee is calculated and deducted on a monthly basis. The management fee may vary from time to time in accordance with the rules of the Fund. All fees are GST inclusive.

#### Direct fund charges

Income taxes, bank debit taxes, investment management/brokerage, account keeping fees and any other taxes or statutory charges that are subsequently introduced will be charged against the Fund's investment earnings monthly in arrears.

#### GST on fees and charges

Under current rules, GST is payable on any commission expense, management fees paid and other charges – but not on any fees charged to investors by the Fund, administration fees charged by Foresters on the Fund, fees paid to external parties on certain pre-GST contracts and some other exceptions.

**There are no exit fees.**

#### Is there a cooling off period?

If for any reason you decide to return your confirmation of membership within 14 days from the date of issue or if after 14 days then only in any circumstances permitted by relevant legislation (or as in such period as is designated in the pre-paid funeral contract), Foresters guarantees to refund all monies contributed (subject to any applicable local State laws).

If you wish to cancel your investment within this period, you should write directly to Foresters. Please note that legislation in some States or Territories provides for a processing fee to be paid to the funeral director when you enter into a pre-paid funeral contract.

## What pension benefits are available?

Under current legislation, the Fund is an exempt fund for the purposes of the assets test, income test and deeming provisions of both social security and veterans' entitlements legislation.

Your total contributions to the Plan are deemed to be exempt from both the assets tests and deeming provisions of the income test for individuals in receipt of the Age or Service Pension or any other means tested government benefit. There is no limit on the amount that you may invest in the Fund.

The cost of a funeral plot in a cemetery need not be included in the funeral cost that applies for pension exemption purposes.

“ The Fund is an exempt fund for the purposes of the assets test, income test and deeming provisions of both social security and veterans' entitlements legislation.”

## Taxation

The investment earnings of the Fund are subject to Income Tax at the corporate rate of 30%. This tax will be paid by Foresters as an expense of the Fund before the declaration and allocation of annual bonuses to the Plan.

However, under current tax rules tax paid on Fund income is expected to be fully recovered when funeral benefits are paid. This means that your benefit will reflect its gross, pre-tax value.

Under the Plan, the Fund entitlements become payable to the funeral director upon your death and your estate will not be assessed. Your contracted funeral director will be assessed on the receipt of the Fund proceeds as normal business income in the year of payment.

Growth in your Fund investment will not attract Capital Gains Tax.



## GST

Goods and Services Tax (GST) does not apply to investments and withdrawals from the Fund. However, the provision of funeral services (even where they relate to a prepaid funeral plan) is subject to GST. You should discuss the impact of GST on the cost of funeral services or prepaid funeral plans with your funeral director. Foresters incur a GST expense on some of its own costs and this may result in a slight increase in the annual management fee currently charged to the Fund.

Please note: the taxation information is current as at the date of issue and is general in nature. You should seek professional advice regarding your individual circumstances.

## Stamp Duty

Stamp Duty may be payable on entry to the Fund depending upon your State or Territory of residence, and will be debited from your account.

## Payment of Funeral Expenses

In the event of your death, the entire value of the investment will be paid to the funeral director noted in your Pre-paid Funeral Contract, a copy of which has been provided to Foresters. Alternatively if no copy has been provided we will pay the entire amount to the contracted funeral director on proof that the agreed contracted funeral service has been supplied.

## Can I Access the Funds in my Pre-paid Funeral Plan?

**No, as the sole purpose of investment in your Plan is to meet expected reasonable funeral expenses, your investment in the Fund cannot be accessed by you or anyone acting on your behalf until your death.**

## Keeping You Informed

As you have entered into a Pre-paid Funeral Contract we will send a confirmation letter and Certificate of Membership to you via your contracted funeral director. All future correspondence and valuations will also be sent directly to your contracted funeral director.

## Information About Foresters Friendly Society

### How do you invest in the Pre-paid Funeral Plan or the Travelcare Plan?

- › Applications for membership of the Plan or Prepaid Travelcare Plan can only be made on the Application Form attached to this Disclosure Document.
- › If the person(s) named in the Application Form are aged under 18 years of age, the consenting parent or guardian must sign the Application Form.
- › If you wish to take advantage of the Prepaid Travelcare Plan, please complete that section in the Application Form. Applicants must be aged over 18 years and under 85 years.
- › If applying in joint names, ensure you include details of both applicants.
- › The signed Application Form and a copy of the signed funeral contract together with a cheque for the amount of your investments should be made payable to

#### “Foresters Funeral Benefit Fund”

and lodged with your funeral director or forwarded directly to:

Foresters Friendly Society  
Reply Paid 4702, Melbourne Victoria 8060

Foresters Friendly Society issues the Pre-paid Funeral Plan and is responsible for all administration, promotion and management of the Fund.

As at 1 July 1999, whilst still registered as a Friendly Society, Foresters Friendly Society amended its form of incorporation and converted to a company regulated by the Corporations Act 2001. Foresters Funeral Benefit Fund is now subject to the Life Insurance Act 1995 and is regulated by the Australian Prudential Regulation Authority.

Under the Corporations Act 2001, members of Foresters (including Plan members) are bound by the terms of the company’s constitution and are required to guarantee that in the event of the company being wound up and unable to meet its liabilities, they will contribute an amount not exceeding \$1.00.

While traditional benefits are still important elements in the present day operations of Foresters Friendly Society, greater emphasis is now given to investment and insurance products. Operating under strict government regulations covering Friendly Societies, the investment of members’ monies is subject to rigorous independent actuarial valuation and audit certification.

## Fund Rules

Under the Rules of the Funds, the assets of each benefit fund maintained by Foresters Friendly Society are kept separate and distinct from the other assets held by Foresters Friendly Society.

The statements in this Disclosure Document give only a summary of the provisions of the Rules. Members may inspect a copy of the Rules at Foresters Friendly Society's registered office at any time between 9.00am and 5.00pm Monday to Friday (except Public Holidays).

## Directors' Report

We, the Directors of Foresters Friendly Society, have reviewed this Disclosure Document. Having made due enquiry, we believe that it contains all information that Members and their professional advisors would reasonably expect to find in order to make a decision to invest in the Fund. We are not aware of any relevant information which has not been provided in this Disclosure Document.

Further and after due enquiry, the Directors, in relation to the period between 30 June 2014 (being the last date to which the financial statements of the Fund were prepared) and the date of this statement, confirm there have been no circumstances which have or will materially affect the trading or profitability or the assets of Foresters Friendly Society or the Fund.

This Disclosure Document, including the Directors' Report in the context in which it appears, has been duly signed by, or on behalf of the Directors.

T.J. Fleming	Chairman
P.J. Fraher	Deputy Chairman
R.R. Bouchier	Director
T.K.Lyon	Director
C.L.Henderson	Director

## Disclosure of Interest

No Director of Foresters Friendly Society or any expert, has any interest in respect of the assets of the Fund or benefits of the Fund to which this Disclosure Document relates and in respect of which an entitlement, other than an entitlement on the same terms and conditions available to other members of the Fund, is available.

RSM Bird Cameron Partners, Brett & Watson Pty Ltd and Secure Investments F.I.B. Pty Ltd receive professional fees in respect of audit, actuarial and investment services and advice provided in relation to the Fund and/or this Disclosure Document.

## Contractual Responsibility

Foresters are not and do not represent to be a party to any contract or arrangement entered into between you and a particular funeral director for a fixed price funeral plan. Any such arrangement or contract is between you and the relevant funeral director only.

Foresters do not accept any responsibility or liability to ensure that the contractual obligations of the funeral director with respect to your pre-paid funeral contract are met, other than the obligation to pay upon your death, your benefit entitlement to your contracted funeral director upon satisfactory proof that they have performed the contracted funeral services.

## Your Personal Information

Foresters is the organisation that collects the personal information you provide in response to the attached forms, or through any subsequent correspondence or communication. The information is collected for the primary purpose of Foresters issuing their products to you (including assessing your application and identifying you). There are also a number of related purposes for which your personal information will be collected, including the processing of your application, the administration and managing of your investment in the Fund to effectively provide its services and compliance with Australian taxation laws, the Life Insurance Act 1995 and other laws and regulations.

If you do not provide Foresters with your personal information, we may not be able to process your application, administer or manage your investment or tell you about other opportunities in which you may be interested.

Your information may also be used in connection with the purpose for which it is collected. Foresters may also use your information to forward to you, from time to time, details of other opportunities offered by Foresters in which you may be interested. You can let Foresters know if you do not want to receive details of other investment opportunities by ticking the box on the Application Form or in the future, by contacting Foresters.

Subject to the Privacy Act 1988 (Cwth), you are entitled to request access to the information that you provide to Foresters.

If you have a privacy query, concern or complaint relating to the Plan, please contact:

### **The Privacy Officer**

GPO Box 4702, Melbourne Vic 3001

Telephone: (03) 9329 1611

Toll Free: 1800 645 326

Facsimile: (03) 9329 7263



The information that an investor provides to Foresters may be disclosed to certain organisations. The types of organisations or persons to whom Foresters usually disclose the information provided by investors include:

- › The Australian Taxation Office and other government or regulatory bodies;
- › Your adviser or adviser dealer group, their service providers and any joint holder of your investment (if any);
- › Organisations involved in providing, administering or managing the Fund, such as any third party service provider engaged by Foresters to provide administration, investment management, technology, auditing, mailing or printing services; and
- › Those where you have consented to such disclosure or as required or authorised by law.

## Dispute Resolution

If a dispute cannot be resolved directly between you and Foresters, then you may refer your complaint to:

### Financial Ombudsman Service Limited

GPO Box 3, Melbourne 3001

Telephone: 1300 780 808

(Local call costs outside metropolitan area)

Facsimile: (03) 9613 6399

Email: [info@fos.org.au](mailto:info@fos.org.au)

## Consultants To Foresters

### Auditors

Mr Paul Fraser

Audit Partner

RSM Bird Cameron Partners

ABN 36 965 185 036

### Actuary

Mr Bruce Watson

Brett & Watson Pty Ltd

ABN 65 060 568 676

### Fund Manager

Secure Investments F.I.B. Pty Ltd

ABN 73 006 476 400

RSM Bird Cameron, Brett & Watson Pty. Ltd. and Secure Investments F.I.B. Pty Ltd have had no involvement in the preparation of this Disclosure Document and their names appear for information purposes only. Each has given and has not before the date of this Disclosure Document, withdrawn their consent to be named in this Disclosure Document. They are not responsible for the contents of and accept no liability in respect of this Disclosure Document, nor have they authorised or caused the issue of this Disclosure Document.

# Financial Report

This report is prepared by Foresters Friendly Society for inclusion in this Disclosure Document. The financial information included below has been extracted from its accounts as at 30 June 2014.

## Income Statement for the year ended 30 June 2014

Income:	\$
Net Investment Income	4,278,910
Others	0
<b>Total Income</b>	<b>4,278,910</b>
<b>Expenses:</b>	
On-going management fees paid	1,488,329
Interim bonuses paid	48,988
Others	96,861
Distribution to policy holders	1,996,753
<b>Total Expenses</b>	<b>3,630,931</b>
Operating Profit Before Tax	647,979
Income tax expense	790,372
Operating Profit After Tax	(142,393)
Other comprehensive income net of tax	-
<b>Unallocated Surplus</b>	<b>(142,393)</b>
Add: Unallocated Surplus - July 1, 2013	1,077,857
Transfers from other Benefit Fund	0
<b>Unallocated Surplus</b>	<b>935,464</b>

## Balance Sheet as at 30 June 2014

Assets	\$
Cash & liquid assets	3,039,999
Investments in securities- Fixed Interest	87,454,018
<b>Total Assets</b>	<b>90,494,017</b>
<b>Liabilities</b>	
Creditors	563,350
Provisions	1,365,558
Policy Liabilities	87,629,645
<b>Total Liabilities</b>	<b>89,558,553</b>
<b>Net Assets</b>	<b>935,464</b>
<b>Represented by:</b>	
Unallocated Surplus	935,464
<b>Total Members' Funds</b>	<b>935,464</b>

# Pre-paid Funeral Plan Application Form

(only to be completed in conjunction with a pre-paid funeral plan)

I wish to apply for membership of the Foresters Funeral Benefit Fund

This application is made in conjunction with pre-paid funeral contract no:

This application is for a  Pre-paid Funeral Plan and/or  Prepaid Travelcare Plan

(Please use CAPITAL letters)

## APPLICANT 1

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
First Name/s	<input type="text"/>								
Surname	<input type="text"/>								
Marital Status	<input type="text"/>								
Address	<input type="text"/>								
Postcode	<input type="text"/>								
Telephone (Day)	<input type="text"/>								
Mobile Phone	<input type="text"/>								
Birth Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## APPLICANT 2

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	Other	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
First Name/s	<input type="text"/>								
Surname	<input type="text"/>								
Marital Status	<input type="text"/>								
Address	<input type="text"/>								
Postcode	<input type="text"/>								
Telephone (Day)	<input type="text"/>								
Mobile Phone	<input type="text"/>								
Birth Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## PAYMENT DETAILS

Please mark selections with X. Cheques should be made payable to "Foresters Funeral Benefit Fund"

### Investment amount for Pre-paid Funeral Contract Applicants

<b>Prepaid Travelcare Plan</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Premium	<input type="checkbox"/> \$125 (if 74 years or less)	<input type="checkbox"/> \$160 (if 75 & under 85 years)
I/We apply for cover under Foresters Prepaid Travelcare Plan and if accepted by Foresters, agree to be bound by the terms of the Plan		

#### Prepaid funeral contract applicants:

As this application is being completed in conjunction with a pre-paid funeral contract, please ensure the initial deposit is sufficient to cover the GST on the pre-paid funeral

Total amount remitted to Foresters		\$	<input type="text"/>						
Please indicate if this includes Travelcare Plan	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$	<input type="text"/>					
Please indicate if this includes any GST	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$	<input type="text"/>					
Please indicate if this includes an Establishment/ Administration Fee	<input type="checkbox"/> Yes	<input type="checkbox"/> No	\$	<input type="text"/>					

<b>Instalment Plan</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No			
If "Yes" Deposit Amount	\$	<input type="text"/>	Target Amount	\$	<input type="text"/>
Amount to be paid per instalment	\$	<input type="text"/>	Per	<input type="text"/>	(insert period eg. Monthly)
Payment Method	<input type="checkbox"/> Cheque	<input type="checkbox"/> Cash			
	<input type="checkbox"/> Direct Debit	<input type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Half Yearly	<input type="checkbox"/> Yearly
For Instalment contributions by direct debit you must complete the Direct Debit Request Form					
	<input type="checkbox"/> Centerlink deduction for the amount of	\$	<input type="text"/>	<input type="text"/>	per fortnight
For Centrelink Deductions you must complete a Centrepay Deduction Form					

## DECLARATION

I/We have read and agree to be bound by the Disclosure Document for the Pre-paid Funeral Plan dated 1 May 2015.

I/We agree to be bound by the Rules of the Fund (as amended from time to time) and the terms and conditions upon which the benefit is issued.

I/We agree that in the event that I/we effect more than one funeral policy or enter into additional policies, the aggregate contributions do not and will not exceed the amount required to meet the cost of my/our funeral chosen by me/us.

I/We acknowledge that Foresters does not guarantee the investment performance of the Foresters Funeral Benefit Fund.

I/We acknowledge that THIS INVESTMENT WILL REMAIN IN EFFECT UNTIL MY DEATH (or in the case of joint applicants, the first death to occur) and NO MONEY CAN BE WITHDRAWN FROM THE BENEFIT FUND BEFORE THAT TIME, except during the cooling off period.

APPLICANT 1

Signature and Date\*\*

APPLICANT 2

Signature and Date\*\*

\*\* Where applicant is under 18 years, a parent or guardian is to sign

## IMPORTANT INFORMATION

Prior to signing this application, applicants should read the attached Disclosure Document. To meet the requirements of the Corporations Act 2001, the application must not be used unless it is attached to the complete Pre-paid Funeral Plan Disclosure Document dated 1 May 2015.

Preferred Funeral Director (as noted on your Pre-paid Funeral Contract)	
Company Name	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Contact Name	<input type="text"/>
Telephone Number	<input type="text"/>

## PRIVACY

Foresters may also use and disclose your information to forward to you, from time to time, details of other opportunities offered by Foresters in which you may be interested.

Please tick the box below if you do **NOT** wish to be updated with such opportunities. Foresters may use service providers, such as posting services to assist us in doing so. If you do not mark the box we will assume that you want to hear about these opportunities.

OFFICE USE ONLY	
Total amount to be invested in the Funeral Benefit Fund:	
Total amount paid to Foresters	\$ <input type="text"/>
Travelcare (if applicable)	\$ <input type="text"/>
Less GST (if applicable)	\$ <input type="text"/>
Less any administration fee (if applicable)	\$ <input type="text"/>
<b>TOTAL INVESTMENT AMOUNT</b>	<b>\$ <input type="text"/></b>

**Ancient Order of Foresters in Victoria Friendly Society Limited ABN 27 087 648 842**  
**GPO Box 4702, Melbourne Victoria 3001 Tel (03) 9329 1611 Fax (03) 9329 7263**



# Direct Debit Request Form (DDR)

Date	<input type="text"/>
To:	Foresters Friendly Society 11-17 Jeffcott Street West Melbourne, Vic 3003
I/We	<input type="text"/> <input type="text"/>
Request you, until further notice in writing, to direct debit my/our account described in the schedule below, any amounts which Foresters (User ID No. 028104) may debit or charge me/us through the Direct Debit System.	

**I/We understand and acknowledge that:**

- › The Bank/Financial Institution may in its absolute discretion determine the order of priority of payments by it of any monies pursuant to this Request or any authority or mandate; and
- › The Bank/Financial Institution may in its absolute discretion at any time, by notice in writing to me/us, terminate this Request as to future debits.

## The Schedule

Holder of account	<input type="text"/>
Bank	<input type="text"/>
State	<input type="text"/>
Branch No. (BSB)	<input type="text"/>
or Financial Institution No.	<input type="text"/>
<b>NOTE: CREDIT CARDS ARE NOT ACCEPTED</b>	
Account No.	<input type="text"/>
NOTE: KEYCARD NUMBERS ARE NOT ACCEPTED – USE ACCOUNT NUMBERS ONLY	

Signature(s)

Address of Customer


Amount to be deducted	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Target Amount	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Frequency of Deductions	<input type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Half Yearly	<input type="checkbox"/> Yearly
Date to start deductions	20th of (month) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	(year)	<input type="text"/> <input type="text"/> <input type="text"/>	

NOTICE OF CHANGES TO TERMS OF AGREEMENT REQUIRE FOURTEEN DAYS NOTICE.

# Direct Debit (DDR) service agreement:

## Our commitment to you

This document outlines our service commitments to you, in respect of the Direct Debit Request (DDR) arrangements made between Foresters and you. It sets out your rights, our commitments to you and your responsibilities to us, together with where you should go for assistance.

### Initial terms of agreement

In terms of the Direct Debit Request arrangements made between us and signed by you, we undertake to periodically debit your nominated account for the agreed amount for contributions to your Pre-paid Funeral Plan.

### Drawing arrangements

The first drawing under this Direct Debit arrangement will occur in accordance with your Direct Debit Request. If any drawing falls due on a non business day, it will be debited to your account on the next business day following the scheduled drawing date.

We will give you at least 14 days notice in writing when changes to the initial terms of the arrangements are made. The notice will state relevant changes to the initial terms.

If you wish to discuss any changes to the initial terms, telephone us on (03) 9329 1611 or 1800 009 313.

### Changes to the arrangement

All changes to the drawing arrangements must be in writing and forwarded directly to Foresters at least 5 working days prior to the 20th day of the month. These changes may include:

- › Deferring the drawing; or
- › Altering the schedule; or
- › Stopping an individual debit; or
- › Suspending the DDR; or
- › Cancelling the DDR completely.

### Your commitment to us

It is your responsibility to ensure that:

- › Your nominated account can accept direct debits (your financial institution can confirm this);
- › On the drawing date there are sufficient cleared funds in the nominated account; and
- › You advise us if the nominated account is transferred or closed.

If your drawing is returned or dishonoured by your financial institution, you will be advised in writing that we will add that drawing amount on the next scheduled drawing date. Any transaction fees incurred by us in respect to the above will be recovered by adding that amount to the next scheduled drawing.

### Disputes

If you believe that a drawing has been initiated incorrectly, we recommend that you take the matter up directly with us by contacting us on (03) 9329 1611, or toll free 1800 009 313, during office hours.

If the dispute is unresolved and you are dissatisfied with the response, contact your financial institution who will respond to your claim within 7 business days for claims lodged within 12 months of the disputed drawing or within 30 business days for claims lodged more than 12 months after the disputed drawing.

You will receive a refund of the drawing amount if we cannot substantiate the reason for the drawing.

### Enquiries

Direct all enquiries to us, rather than your financial institution, at least 5 business days prior to the next scheduled drawing date. All communication should include your member and policy numbers.

All personal customer information held by us will be kept confidential, except for that information provided to our financial institution to initiate the drawing to your nominated account.

## Directory

Requests for additional information, or further questions can be directed to any of the following:

### Foresters Friendly Society

ABN 27 087 648 842

11-17 Jeffcott Street

West Melbourne Victoria 3003

Telephone 03 9329 1611

or Freecall 1800 645 326

Facsimile 03 9329 7263



**T.J. Fleming**  
Chairman

on his own behalf and, having been so authorised in writing by them, on behalf of the following Directors

**P.J. Fraher**  
Deputy Chairman

**T.K. Lyon**  
Director

**R.R. Bouchier**  
Director

**C.L. Henderson**  
Director

Copies of this Disclosure Document may be obtained from Foresters Friendly Society.

