



Financial Services Guide

Licensee: Evolution Financial Pty Ltd | AFSL 499987
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Why am I receiving this document?

This Financial Services Guide (FSG) will help you decide whether to use the services that we offer. It contains information about:

- The services we offer and their cost
- Evolution Financial, Brad Stewart and Stuart Reeves
- How we are remunerated
- Any conflicts of interest which may impact our services
- How we deal with complaints if you are not satisfied with our services.

Information About Us

Evolution Financial Pty Ltd holds an Australian Financial Services Licence (499987) which has been issued by the Australian Securities and Investments Commission (ASIC).

Evolution Financial Pty Ltd (trading as Evolution Financial) is required to comply with the obligations of the Corporations Act and the conditions of its licence. This includes the need to have adequate compensation arrangements in place with a Professional Indemnity insurer for the financial services that it provides.

Your Financial Planners



Brad Stewart
Certified Financial Planner
 ASIC No: 247748

Brad has been a financial planner since 1999 for two local firms and has resided in North Queensland his whole life. In his previous role he was in charge of the NQ Financial Services division of a national accounting firm and personally managed High Net Worth clients.

In the past he has spent time on National Risk Insurance and National Investment Committee boards and locally on his previous firm's Executive Board and Regional Board.

Utilising those years of experience and various roles he has moved to an independent license, Evolution Advisory to run his own company, Evolution Financial Planning out of Townsville.

Brad has completed a Bachelor of Commerce majoring in Accounting and Finance, a Diploma of Financial Planning and a Graduate Diploma Certified Financial Planner program, awarding him the highest designation Certified Financial Planner by the Financial Planning Association of Australia.



Stuart Reeves
Certified Financial Planner
 ASIC No: 248496

Stuart has worked in the Financial Services industry since 1994 and been a Financial Planner since 2000. He spent the last 10 years specialising in retirement planning working with retirees and those nearing retirement. This also included working with complex requirements that included the use of trusts, companies and self managed superannuation funds (SMSFs).

Stuart has achieved the Certified Financial Planner designation which is recognised as the highest certification available to Financial Planners worldwide and maintains high ethical standards and knowledge through continued education.

Stuart's qualifications include separate Bachelor of Business Degrees from Monash University, majoring in both Banking & Finance and Accounting. He also holds a Diploma of Financial Planning through Deakin University. Stuart has also been listed in the AFR Smart Investor Magazine's Masterclass for Financial Planning top 50 honour roll on two separate occasions.

What Services Do We Provide?

We are authorised to provide personal advice and dealing services for the following financial products:

- Superannuation and SMSF
- Personal risk insurance
- Managed funds
- Shares
- Deposit products
- Margin Lending facilities

You can provide instructions to us in writing, via phone or via email.

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 typically be documented in a Record of Advice 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.

The Financial Advice Process

We recognise that the objectives and personal circumstances of each client are different. What is right for one client may not be right for another.

Where we provide personal advice, we will listen to you to understand your objectives and circumstances. We will also ask questions to make sure we provide advice which is in your best interests.

When we first provide personal advice to you it will be explained thoroughly and documented in a Statement of Advice which you can take away and read.

The Statement of Advice will explain the basis for our advice, the main risks associated with the advice, the cost to you of implementing the advice, the benefits we receive and any conflicts of interest which may influence the advice.

For administration platforms, managed funds and personal risk insurance products we will provide you with a Product Disclosure Statement. This contains information to help you understand the product being recommended.

At all times you are able to contact us and ask questions about our advice and the products that we recommend.

Limited Managed Discretionary Account (LMDA) Service

Evolution Financial Pty Ltd does not hold a licence to provide a Managed Discretionary Account Service however it is able to offer a limited Managed Discretionary Account (LMDA) service subject to the service meeting the conditions set out in a 'No Action' letter issued by ASIC on 5 November 2004.

With the LMDA Service we will manage your investments and undertake transactions without obtaining your approval before each transaction. The LMDA service enables us to quickly and efficiently make changes to your investments.

The LMDA service is limited to your regulated platform account (eg BT Panorama). It only allows us to make changes to the investments within your account. It does not give us authority to withdraw funds from your account, to make additional contributions to the account or to transact on any of your investments held outside your account.

LMDA Service Agreement & Investment Program

We will provide you with a SoA where we recommend you enter an LMDA service. The agreement will be included within the Statement of Advice which will explain why we believe the LMDA service is in your best interests and suitable for you.

The SoA and agreement will comply with Division 3 of Part 7.7 of the Corporations Act. It will also set out the terms and conditions of the LMDA service and the Investment Program including:

- The nature and scope of our discretion under the service including any discretion we must exercise
- The investment strategy that is to be applied in exercising the discretion
- An explanation of any significant risks associated with the service
- Warnings in relation to limited or inaccurate information provided by you.

You can establish the LMDA service by signing the Authority to Proceed at the back of the SoA and a Limited Power of Attorney.

LMDA Service Risk

We will make changes to the investments in your regulated platform account without first contacting you or seeking your approval. You will not be able to consider each change before it is made.

Provided that we act within the authorisation granted to us, our acts are binding on you. You will not be able to claim that we were not acting on your behalf.

How Do you Know We Will Manage Your Investments Appropriately?

We will only recommend an LMDA service where it is in your best interests and suitable for you. Once in place, we will only make changes to your investments which are consistent with our understanding of your financial needs, objectives and circumstances. We will also comply at all times with the LMDA service agreement and the Investment Program that we agree with you.

It is important that you immediately inform us of any significant changes to your financial needs, objectives or circumstances.

We will undertake an annual review to ensure that the LMDA Service and the Investment Program remain appropriate for you. This review will be documented in a Record of Advice. You will have access to on-line reporting for your regulated platform account. This will allow you to view the transactions undertaken on your behalf and to understand their impact on your account. If you do not have on-line access you should not enter into a LMDA service.

Other Important Information

- We will contact you for instructions where action is required on your regulated platform account which is outside our authority.
- The LMDA Service does not include a custodial or depository service, as this is facilitated through your nominated regulated platform account.
- You can cancel the LMDA Service or request changes to the Investment Program at any time by notifying us in writing.
- This FSG complies with ASIC Class Order 04/194.

Fees

All fees are payable to Evolution Financial.

Plan Preparation Fee

The Plan Preparation fee includes all meetings with you, the time we take to determine our advice and the production of the SoA.

The Plan Preparation fee is based on the scope and complexity of advice provided to you. We will agree the fee with you before providing you with advice.

Plan Implementation Fee

If you decide to proceed with our advice we may charge a fee for the time we spend assisting you with implementation. We will let you know what the fee will be in the SoA.

Ongoing Services Fees

Our ongoing service fees depend on the ongoing service that we provide to you. They are paid monthly and either based on the value of your portfolio or an agreed flat fee.

The services and fees will be set out in the SoA or RoA that we provide to you.

Commissions

We receive commissions and other benefits from some product and service providers.

The commission will vary depending on the product which is recommended. You will be advised of the exact amount in the SoA or RoA.

Insurance Commissions

We receive a one-off upfront commission when you take out an insurance policy we recommend. We may also receive a monthly commission payment for as long as you continue to hold the policy.

Investment Commissions

We may receive a monthly commission payment from some investment providers. This will be based on your account balance and will continue to be paid for as long as you hold the investment.

Placement Fees

We may receive one-off placement fees where you invest in some listed investments (eg bank issued hybrids and IPO's). These will be paid by the issuer of the investment (not the client) and will typically be a set % of the investment amount.

Other Benefits

We may also receive additional benefits by way of sponsorship of education seminars, conferences or training days. Details of any benefits received above \$100 will be maintained on a register which is available to you on request.

Adviser Remuneration

Your financial adviser will be a director or employee of Evolution Financial.

The directors are remunerated through the profits that the practice makes.

The employees are remunerated by salary and a share of the profits that the practice makes based on a number of factors.

Conflicts of Interest

Your financial adviser may recommend investments in shares that they hold or may hold in the future. You will be advised where a conflict of interest may exist and how the conflict will be managed.

Wholesale Clients

In some circumstances, we may provide services to you as a wholesale client. We will seek your consent before providing services to you as a wholesale client as our advice process and the disclosure documents differ to the 'retail' advice process.

Making a Complaint

We endeavour to provide you with the best advice and service at all times.

If you are not satisfied with our services then we encourage you to contact us. Please call us or put your complaint in writing to our office.

If you are not satisfied with our response you can refer it to the Financial Ombudsman Service. You can contact FOS on 1300 780 808. This service is provided to you free of charge.

Your Privacy

We are committed to protecting your privacy.

We have a Privacy Policy which sets out how we collect, hold, use and disclose your personal information. It also sets out how you can access the information we hold about you, how to have it corrected and how to complain where you are not satisfied with how we have handled your personal information.

Our Privacy Policy is available on request and on our website.