

Do any relationships or associations exist which might influence the financial services we provide?

AAS and Duenna Services Pty Ltd jointly own Money Solutions Pty Ltd (ABN 36 105 811 836 AFSL Licence 258145), who may also provide financial services to members which they might require, including any financial product advice.

We do not have any relationships or associations with any other company or organisation that may influence us in the provision of the financial services provided

How can you provide instructions to us?

You can give us instructions by contacting us. In some circumstances you will need to fill out a form before we can act on your instructions, in which case we will tell you what forms you need to fill out and how you can obtain them.

What should you do if you have a complaint?

If you have a complaint about any of our services you can telephone us, write to us by ordinary mail, fax or via email with details about your complaint. We will consider your complaint and will usually respond within 30 days. We will try to resolve your complaint quickly and fairly. If you have any issue you would like to raise, please contact us using the contact details below.

If you are not satisfied with the way your complaint is handled, or with its resolution, you may be able to lodge a complaint with the Financial Industry Complaints Service ('FICS').

FICS is an independent body set up to assist consumers in the resolution of complaints relating to the financial services industry, in particular the provision of financial product advice.

FICS may be able to assist you to resolve your complaint but will only become involved after you have made first use of our own complaints handling process.

You can contact FICS at:

Financial Industry Complaints Service
PO Box 579
Collins Street West
Melbourne Victoria 8007

Phone 1300 780 808

Email fics@fics.asn.au

How can you contact us?

AAS Contact Details

Australian Administration Services Pty Limited
ABN 62 003 429 114

Level 8 IBM Building

348 Edward Street

Brisbane Qld 4000

Phone (07) 3013 8888

Fax (07) 3013 8899

Email aasenquiries@aas.com.au

Pacific Custodians Contact Details

Pacific Custodians Pty Limited

ABN 66 009 682 866, AFSL 295142

Level 12, 680 George Street

Sydney NSW 2000

Phone (07) 3013 8917

Law Employees Superannuation Fund ABN 13 704 288 646

Trustee: L.E.S.F. Pty Ltd ABN 56 059 795 998 AFSL 295142 RSE L0001342 RSE R1005448

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AAS FINANCIAL SERVICES GUIDE

For members and employer sponsors of the
Law Employees Superannuation Fund

Australian Administration Services Pty Ltd
ABN 62 003 429 114

as an authorised Representative of Pacific Custodians Pty Limited
ABN 66 009 632 866 AFSL 295142

Level 8, IBM Building
348 Edward Street
Brisbane Qld 4001

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PURPOSE OF THIS FINANCIAL SERVICES GUIDE

This Financial Services Guide (FSG) has been prepared, authorised and issued by Australian Administration Services Pty Limited ABN 62 003 429 114 (AAS), as a Corporate Authorised Representative of Pacific Custodians Pty Limited ABN 66 009 682 866, AFSL 295142 (Pacific Custodians).

The issue of this FSG by AAS has been authorised by its authorising licensee, Pacific Custodians.

What is an FSG?

This FSG is designed to assist you, as a retail client, in deciding whether to use any of the financial services we are authorised to provide. This FSG is for members and employer sponsors of the Law Employees Superannuation Fund (LESF) and anyone who is thinking of becoming a member or employer sponsor of the Fund.

The purpose of this FSG is to provide you with information, prior to a financial service being provided, about:

- who we¹ are and how we can be contacted;*
- what financial services we are authorised to provide to you;*
- how we, and any other relevant parties, are remunerated in relation to the financial services we offer; and*
- who to contact if you have a complaint and how we deal with your complaints.*

If you need more information or clarification of any matter raised in this document, please contact us. You can obtain a copy of the Product Disclosure Statement (PDS), issued by LESF (Fund), which sets out the main features and benefits of the Fund by contacting us.

Further details as to your rights and obligations under the Fund together with other important information concerning matters such as fees and cooling-off periods are contained in the PDS. You should refer to the PDS for such information.

If you need more information or clarification of any matter raised in this document, please contact us.

¹"we", "us" and "our" can be interchangeably used to mean Pacific Custodians Pty Limited and/or Australian Administration Services Pty Limited.

Who are we?

Pacific Custodians is a wholly-owned subsidiary of Link Market Services Limited (**Link**), and a member of the Link Group of Companies (**Link Group**). Link maintains the registers of more than 440 companies and trusts and provides a range of services to millions of Australian and offshore investors. Please refer to Link Market Service's web site www.linkmarketservices.com.au for more information.

Pacific Custodians also is authorised under its AFSL to provide certain services in relation to superannuation (dealing in superannuation products and general financial product advice – **superannuation services**).

AAS has been authorised by Pacific Custodians to provide these superannuation services on its behalf. AAS is part of the Link Group and provides member and employer administration and advisory services in superannuation and other employment related areas.

The Fund is managed and controlled by L.E.S.F. Pty Limited ABN 56 059 795 998 (Trustee). The Trustee has contracted with AAS, as an Authorised Representative of Pacific Custodians, to provide member and employer administration and advisory services in relation to the Fund.

What financial services do we provide?

We are authorised to provide general financial product advice² in respect of superannuation products. We are also authorised to deal in superannuation products.

AAS provide advice specific to superannuation products and in particular on behalf of the Fund. All advice will be of a general nature only and at no time will we take into account your particular financial needs, circumstances or objectives in any of the advice we provide.

In providing the superannuation services AAS acts for Pacific Custodians (as its authorised representative).

²General Financial Product Advice ('advice') means advice in relation to general features of the product and does not take into account a person's personal information or circumstances.

Compensation Arrangements

The Trustee and Pacific Custodians each have adequate Professional Indemnity insurance arrangements in place to compensate fund members or their beneficiaries for loss or damage because of breaches of any relevant legislative obligations by LESF or its representatives. These arrangements satisfy the requirements of section 912B of the Corporations Act 2001.

Who is responsible for the financial services given?

AAS is responsible for any advice provided to you.

Pacific Custodians also will be responsible for any superannuation services provided by AAS in its capacity as an authorised representative of Pacific Custodians.

Whenever such advice is provided, a representative acting on our behalf will provide it.

How will you pay for this service?

The cost of providing superannuation services is included in the fees charged for membership of the Fund. We do not charge any additional fees or obtain any commissions for any advice provided. Details of fees charged by the Fund can be found in the LESF Product Disclosure Statement, which can be obtained by contacting us.

LESF pays AAS a fee to provide superannuation services, which is calculated according to the number of members in the fund.

The fee covers the giving of general financial advice and no additional salary or payment is made for the provision of this advice or for you acquiring any interest in the Fund. AAS pays its employees a salary that may include a performance-related bonus.

You may request particulars of the remuneration any time before the superannuation services are provided to you.