



Ongoing Fee For Service Agreement

PRIVATE & CONFIDENTIAL

PREPARED FOR:

Client Name:

Date: _____

PREPARED BY: Scott Haywood

Scott Haywood Authorised Representative No. 250853
of W.J.Haywood & Associates, Corporate Authorised Representative No 411439

The Loft, 229 Lennox Street, Richmond VIC 3121
Phone: 1300 123 436
Email: shaywood@haywoodfm.com.au



Authorised Representative of InterPrac Financial Planning Pty Ltd

ABN 14 076 093 680, AFSL 246638
Level 8, 525 Flinders Street, Melbourne VIC 3000.

OUR SERVICE

Your financial plan is the path for your financial future and needs to be continually updated to reflect any changes in your situation as well as the economic, political or legislative environment and many other factors.

The financial advice and strategies we have developed are tailored to suit your goals and circumstances. Allowing you to reach your goals is our objective and we will ensure your financial plan gives you every opportunity to do so.

We are committed to delivering accurate and personalised financial advice in an open and transparent environment.

This document provides you with the details of the services we will provide you on an ongoing basis based on the ongoing service package you have selected.

WHEN THIS AGREEMENT COMMENCES

This agreement commences from the Date of Signature of this agreement.

OUR ONGOING COMMITMENT

You will be entitled to receive the following Services and Benefits in the 12-month period that starts with the Commencement of this Agreement.

<Service Level Descriptor>	Frequency	Fee
Review Meeting with Adviser	Annually	\$

We will provide you with a Fee Disclosure Statement no later than 60 days after the 12-month anniversary of the Commencement of this Agreement.

It will list:

- The Services/Benefits to which you were entitled in the 12-month period starting from the Commencement of this Agreement
- All the Services/Benefits you received in the 12-month period starting from the Commencement of this Agreement
- The Fees received, or pending receipt, that relate to the Services/Benefits provided starting from the Commencement of this Agreement

ONGOING SERVICE FEE(S)

The ongoing service fee is \$_____ including GST, for the 12-month period starting from the Commencement of this Agreement

Fees will be payable by deduction from your nominated superannuation fund.

WHEN THIS AGREEMENT CEASES

Any party to this Agreement can proactively cease it at any time. This is to be communicated in writing by the party seeking to cease this Agreement.

This Agreement will cease (**Date of Effect**) from the date of provision of that written notification. From that date, no further advice or service will be supplied.

Any fees received, or pending receipt, for services not yet provided may be refunded *pro rata* as appropriate; from date of effect.

Legislation requires that this Agreement will require your authorisation to be renewed _____ and every 2 years thereafter.

If you do not authorise renewal, this Agreement will automatically cease.

ACKNOWLEDGMENT AND ACCEPTANCE

_____ agree that:

- I/We have been provided with a signed copy of this Ongoing Fee for Service Agreement.
- I/We understand the service(s)/benefit(s) to be provided by Scott Haywood to which I/We will be entitled
- I/We understand the service(s)/benefits(s) to be provided by Scott Haywood to which I/We will not formally be entitled but may consent to accept.
- I/We agree to pay Scott Haywood the ongoing service fee on the terms set out in this agreement.
- I/We understand this Agreement will commence on _____.
- I/We understand the importance of notifying Scott Haywood of any material changes to my/our personal and financial circumstances, needs or objectives, in order to ensure that the advice and services provided continue to be appropriate.
- I/We understand that, if I/we wish to cease this Agreement, I/We must notify Scott Haywood of Interprac Financial Planning.

Upon receipt of the written notification by Scott Haywood of Interprac Financial Planning , the Agreement ceases and that there may be a cost for outstanding fees for services/benefits previously provided or services/benefits in the process of being implemented.

- I/We understand that in the event that I/we cease to pay, or in any way cause the cessation of payment of the Ongoing Fee(s) for Service, Scott Haywood and Interprac Financial Planning will be relieved of any responsibility for any outstanding Services from that time.
- I/We understand this Agreement can be terminated by Scott Haywood, of W.J. Haywood & Associates Pty Ltd and that I/we will be provided written notification of the termination.
- I/We understand that should Scott Haywood of W.J. Haywood & Associates Pty Ltd not provide advice or services in any 12-month period starting from the Commencement of this Agreement, fees received, or pending receipt, for advice or services not yet provided may be refunded *pro rata* as appropriate.
- I/We understand that any Alteration(s) to the terms and services referenced in this Ongoing Fee for Service Agreement require(s) mutual consent and will necessitate a new Agreement. Any new Agreement revokes/supersedes any previous Agreement.

I/We understand should a new Ongoing Fee for Service Agreement be created in the course of a 12-month period in which a previous Agreement was in-force, then pro-rata fees paid under the superseded Agreement need not be refunded.

- I/We understand that if this Agreement is terminated, Scott Haywood of W.J. Haywood & Associates Pty Ltd has no obligation to continue providing the Services outlined in this Agreement. There is no obligation to ensure that previously provided Advice, or correctly implemented services, remain appropriate for

_____.

Acceptance

Please sign below to indicate that you understand & accept the terms and conditions as set out above.

Signed: _____ Date: ____/____/____
CLIENT NAME

Signed: _____ Date: ____/____/____
CLIENT NAME

Signed: _____ Date: ____/____/____
Scott Haywood