

PRODUCT DISCLOSURE STATEMENT

31 July 2024

(This document replaces the Product Disclosure Statement dated 27 May 2022)

Accordia Asset Management Limited

For an offer of units in The Accordia Portfolios

This document gives you important information about this investment to help you decide whether you want to invest. There is other useful information about this offer on https://disclose-register.companiesoffice.govt.nz/.

Accordia Asset Management Limited has prepared this document in accordance with the Financial Markets Conduct Act 2013. You can also seek advice from a financial advice provider to help you to make an investment decision.

1 KEY INFORMATION SUMMARY

What is this?

This is a managed investment scheme. Your money will be pooled with other investors' money and placed into various investments. Accordia Asset Management Limited will invest your money and charge you a fee for its services. The returns you receive are dependent on the decisions of Accordia Asset Management Limited (AAML, us, we and our) and of the investment manager and the performance of the investments. The value of your portfolio may go up or down. The types of investments and the fees you will be charged are described in this document.

For retail investors, investing into the Accordia Portfolios please see 'How to apply' Section 10 for further information.

What will your money be invested in?

The Accordia Portfolios offer three separate Portfolios (funds) for you to invest in.

These investment options are summarised below. More information about the investment target and strategy for each investment option is provided at 'Description of your investment options' Section 3.

Portfolio Name	Brief description of the Portfolio and its investment objective	Risk indicator (Ordinarily low risk involves potentially lower returns and higher risk involves potentially higher returns)			
A200	A200 invests in assets seeking to minimise short term movements up and down in value, preserve purchasing power of capital and provide an expected return higher than bank term deposits.	Potentially Potentially Lower return Higher return 1 2 3 4 5 6 7 Lower risk Higher risk			
A300	A300 invests in assets seeking to minimise short-term movements up and down in value and preserve purchasing power of capital while providing a balance between assets with an expected return higher than bank term deposits and assets with growth characteristics.	Potentially Potentially Lower return Higher return 1 2 3 4* 5 6 7 Lower risk Higher risk			

Portfolio Name	Brief description of the Portfolio and its investment objective	Risk indicator (Ordinarily low risk involves potentially lower returns and higher risk involves potentially higher returns)			
A400	A400 invests in assets seeking to provide expected returns associated with growth assets, while managing movements up and down in value and preserving the purchasing power of capital.	Potentially Lower return 1 2 3 4 Lower risk	Potentially Higher return 5 6 7 Higher risk		
	Fees (exclusive of GST)				
A200	Total annual Portfolio charges are estimated to be 1.34% pa of the net asset value of the portfolio				
A300	Total annual Portfolio charges are estimated to be 1.45% pa of the net asset value of the portfolio				
A400	Total annual Portfolio charges are estimated to be 1.54% pa of the net asset value of the portfolio				

*While the A300 and A400 have a risk indicator of 4, the A300 is designed to provide lower volatility (movements up and down) over the stated timeframe (minimum 5 years to 10 years)

See 'What are the risks of investing' Section 4, for an explanation of the risk indicator and for information about other risks that are not included in the risk indicator. To help you clarify your own attitude to risk, you can seek financial advice or work out your risk profile at www.sorted.org.nz/tools/investor-kickstarter.

Who manages The Accordia Portfolios (Scheme)?

Accordia Asset Management Limited is the manager of the Scheme. See 'Who is involved?' Section 7 for further details.

How can you get your money out?

Investments in the Scheme are redeemable; however, redemptions may be suspended if we, in good faith, believe it is not practicable or would materially prejudice the interests of investments in a Portfolio. We may also suspend redemptions if the Supervisor needs to realise investments or borrow to permit the redemption of units or repurchase units or a redemption would threaten the Portfolios eligibility for PIE status.

Redemptions will occur at the redemption price. This price is determined weekly on a Wednesday and this may be changed at our discretion. We will pay you as soon as practicable after receiving and processing a request and in any event, within 60 business days.

Your investment in the Accordia Portfolios can be sold but there is no established market for trading these financial products. This means that you may not be able to find a buyer for your investment.

For more information on redeeming your investment or suspension of redemptions, please see 'How does this Investment Work?' Section 2.

How will your investment be taxed?

The Scheme is a Portfolio Investment Entity (PIE).

The amount of tax you pay in respect of a PIE is based on your Prescribed Investor Rate (PIR). This can be 0%, 10.5%, 17.5%, or 28%. See section 6 of the PDS 'What taxes will you pay?' on page 16 for more information.

Where can you find more key information?

Accordia Asset Management Limited is required to publish quarterly updates for each investment option. The updates show the returns, and the total fees charged to investors, during the previous year. The latest fund updates are available at https://disclose-register.companiesoffice.govt.nz/. The manager will also give you copies of those documents on request.

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2 HOW DOES THIS INVESTMENT WORK?

This PDS is an offer to purchase units in the Accordia Portfolios (Scheme).

Each Portfolio is constituted within a managed investment scheme that is governed by a Trust Deed between Accordia Asset Management Limited and Public Trust (Supervisor) dated 23 September 2016 (Trust Deed). The Trust Deed and any amendments are available at https://disclose-register.companiesoffice.govt.nz/.

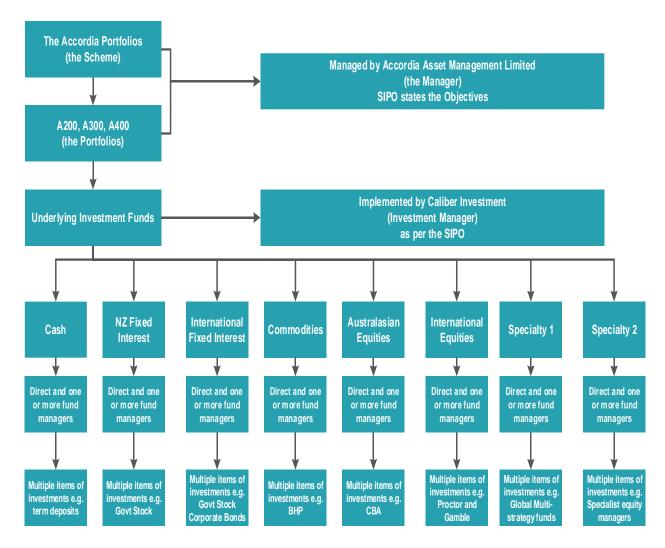
The assets of each Portfolio are held independent of us by Accordia Nominees Limited (Custodian), a wholly owned subsidiary of the Supervisor. These assets are held by the Custodian on your behalf. The Supervisor's role is to actively supervise Accordia Asset Management Limited's performance of its functions and issuer obligations, and the financial position of Accordia Asset Management Limited.

The Accordia Portfolios provide you with a range of carefully constructed and managed investment solutions, designed to meet your real-world objectives. The assets of each Portfolio are carefully combined to achieve diversification. Investment risk exposures are researched and analysed and then combined to align with your objectives. An example of a core objective is preserving purchasing power. Diversification spreads your money over multiple assets, reducing the impact of a fall in value of a specific asset. The individual components of the Portfolios are selected solely on their merit and suitability.

Each Portfolio invests in accordance with its investment objectives and policy, in a selection of the following investment funds managed by us

- Cash
- NZ Fixed Interest
- International Fixed Interest
- Australasian Equity
- International Equity
- Commodities
- Other (Speciality 1)
- Other (Speciality 2)

Other includes Speciality 1 and Speciality 2 funds which each invest in underlying funds which utilise a different mix of asset classes and strategies. The underlying funds trade in equities, currencies, metals, energies, agriculture and a range of fixed interest securities. The Other (Speciality 1 and Speciality 2) funds are used to further diversify the Portfolios.



The Accordia Portfolios were formed to provide you with professionally managed portfolios that combine three vital ingredients:

Diversified well-constructed portfolios

The portfolios provide for a range of client needs with varying levels of risk/return. Access to the underlying funds has been specifically negotiated for The Accordia Portfolios allowing for wide diversification with the optimal mix of investments for every Portfolio.

Operational efficiency

The structure of the Scheme ensures all the Portfolios are maintained correctly and you benefit from portfolio construction enhancements.

A tax-effective environment

An environment where the most effective tax structure is used for an entire Portfolio is an ideal scenario for most clients. The Accordia Portfolios use the Portfolio Investment Entity (PIE) tax rules.

Specific benefits of the Accordia Portfolios

- Liquidity Our portfolios are designed to meet the ongoing lifestyle needs of our clients, given normal investment conditions. The Manager ensures that sufficient assets can be sold to meet the withdrawal requests of clients. Please see page 9 for information around restrictions on withdrawals.
- **Natural performance** The Accordia Portfolios act as expected in stable and changeable investment markets.
- **Integrity** asset classes are represented effectively e.g. we choose fixed interest that acts like fixed interest and equities that act like equities.
- **Professional Management.** Caliber Investment Limited (the Investment Manager) is charged with constructing portfolios that meet our clients' needs and manage the risk taken. The Investment Manager uses sound processes over differing economic cycles to deliver value to client's portfolios. Caliber takes a disciplined approach to building and maintaining portfolios and focuses its resources on researching global and local investment management practices to ensure you benefit from the most up-to-date thinking and methodology.

Your holding in the Accordia Portfolios

• As a unitholder in the Accordia Portfolios you own units. Subject to the terms of the Trust Deed, each unit is of equal value (other than a fractional unit) and shares equally in the income and capital gains in the Portfolio, after all expenses have been

deducted. This is known as a beneficial interest as the units do not give you legal ownership of the Portfolio's assets.

- The value of your units will fluctuate according to the changing value of the assets within that Portfolio.
- There are many factors which may lead to a changing value of the assets, some of which include movements in financial markets and currency.
- Units do not give you any interest in any part of the relevant Portfolio. You do not have a right to participate in the management of the Portfolios.
- There is no maximum number of units in a Portfolio.
- Each unit is issued at the issue price. This is the net asset value of a Portfolio divided by the number of units on issue.
- Returns are determined by changes in the value of the assets held by a Portfolio. The value is expressed as a unit price. If the overall value of all the assets in a Portfolio rises, this produces a positive return. If the overall value of the assets falls, this produces a negative return.
- Returns will be a function of market conditions, Portfolio performance, costs and taxes. At the date of this PDS, we do not intend to make distributions from the Portfolios.
- Pursuant to the Trust Deed, the assets and liabilities of each Portfolio are exclusive to that Portfolio. The assets of any one Portfolio are not available to meet the liabilities of another.

Joining the Scheme and Making investments

You can join the scheme and make an investment in any of the Portfolios by completing an application form. Further investments can be made as either lump sum deposits or regular contributions.

You may invest in any of the Portfolios if you meet the minimum investment amounts as follows: Minimum initial lump sum \$5,000, Minimum additional lump sum \$1,000, Minimum monthly amount \$1,000.

You can apply to invest in New Zealand on any business day. Applications and withdrawals will be processed weekly on a Wednesday or, if the Wednesday is not a business day, the next business day.

Withdrawing your investments

You may withdraw all or part of your investment in a Portfolio by delivering to us a notice in writing to that effect.

Redemption Requests are irrevocable and will be processed weekly on a Wednesday (by 1.00pm) or, if the Wednesday is not a business day, the next business day. A Redemption Request must be made in a form and manner that is acceptable to us.

When a unit is withdrawn, the redemption price of a unit is currently the net asset value of the Portfolio divided by the number of units issued.

We can adjust the redemption price by subtracting an amount calculated to reflect the cost of selling investments and other administrative costs relating to the withdrawal of units. As at the date of this PDS, we have no intention of making such an adjustment.

We must pay your redemption as soon as practicable and within 60 business days after the implementation of a Redemption Request.

If your balance falls below the Minimum initial lump sum of \$5,000, or if it falls to a level where an adjustment for your PIE tax would leave your balance below the Minimum initial lump sum, we and/or the Supervisor may, at our discretion, redeem all your units and pay the proceeds to your nominated bank account.

We may give notice to suspend redemptions to the Supervisor and to all investors of the Portfolio who have made a Redemption Request (Suspension Notice).

This may occur if we, in good faith, believe it is not practicable or would materially prejudice the interests of investors in a Portfolio to process Redemption Requests or for the Supervisor to realise investments or borrow to permit the redemption of units or repurchase units.

If the Suspension Notice is for a period of more than 14 days, notice must be given by us to all investors in the Portfolio. A Suspension Notice suspends the right of investors in a Portfolio to make Redemption Requests relating to that Portfolio until one of the following occurs:

- We notify the relevant investors that the Suspension Notice is cancelled; or
- six months has elapsed after the date of a Suspension Notice; or another period is approved by an extraordinary resolution of investors.

How to switch between Portfolios

If your circumstances change you may switch to a different Portfolio at any time by completing a switch request form. There is no charge for switching; it will be treated as a withdrawal for tax purposes and subject to the rules for redemptions as explained above.

3 DESCRIPTION OF YOUR INVESTMENT OPTION(S)

Portfolio Name	Description of the Portfolio and its investment objective	Risk indicator (Ordinarily low risk involves potentially lower returns and higher risk involves potentially higher returns)
A200	The A200 seeks to minimise short term movements up and down in value, preserve purchasing power of capital and provide an expected return higher than bank term deposits. The Target Investment Mix may vary within broad ranges over time. For details of the Portfolio's current targets and ranges please refer to the SIPO at <u>https://disclose- register.companiesoffice.govt.nz/</u>	Potentially Lower return Potentially Higher return 1 2 3 4 5 6 7 Lower risk Higher risk
	A minimum of 5 years, however we recommodatility	nend over 10 years due to potential market
A300	The A300 seeks to minimise short-term movements up and down in value and preserve purchasing power of capital while providing a balance between assets with an expected return higher than bank term deposits and assets with growth characteristics. The Target Investment Mix may vary within broad ranges over time. For details of the Portfolio's current targets and ranges please refer to the SIPO at https://disclose- register.companiesoffice.govt.nz/	Potentially Lower return Potentially Higher return 1 2 3 4* 5 6 7 Lower risk Higher risk
	A minimum of 5 years, however we recommodatility	nend over 10 years due to potential market

A400	associated with growth assets, while managing movements up and down in value and preserving the purchasing power of capital. The A400 has marginally higher risk and targeted return compared to the A300.		illy eturn				Potential ligher re	,
			2 sk	3	4	5	6 Highe	7 r risk
	The Target Investment Mix may vary within broad ranges over time. For details of the Portfolio's current targets and ranges please refer to the SIPO at <u>https://disclose- register.companiesoffice.govt.nz/</u>							
	A minimum of 5 years, however we recommodatility	nend ove	er 10	years	due 1	to pot	tential	market
Objectives	Our investment management approach is concerned with identifying and managing risks to achieve returns above the Risk-Free Rate (Cash e.g. short dated term deposits).							

*While the A300 and A400 have a risk indicator of 4, the A300 is designed to provide lower volatility (movements up and down) over the stated timeframe (minimum 5 years to 10 years)

SIPO changes

Subject to the provisions of the Financial Markets Conduct Act 2013 and Financial Market Conduct Regulations 2014, we may change or replace the SIPO for each fund from time to time in consultation with the Supervisor.

Any material changes to the SIPO will be notified to clients and the Registrar in our Annual Report. We are required to either provide this report to you or provide you with the means to obtain a copy from us.

Further information

Further information about the assets in the fund can be found in the fund updates at <u>https://disclose-register.companiesoffice.govt.nz/</u>.

4 WHAT ARE THE RISKS OF INVESTING?

Understanding the risk indicator

Managed funds in New Zealand must have a standard risk indicator. The risk indicator is designed to help investors understand the uncertainties both for loss and growth that may affect their investment. You can compare funds using the risk indicator.

Potentially Lower return						tentially gher return
1	2	3	4	5	6	7

Lower	risk

Higher risk

For the risk indicator rating for each fund, see the table on pages 10 and 11.

The risk indicator is rated from 1 (low) to 7 (high). The rating reflects how much the value of the fund's assets goes up and down (volatility). A higher risk generally means higher potential returns over time, but more ups and downs along the way.

To help you clarify your own attitude to risk, you can seek financial advice or work out your risk profile at www.sorted.org.nz/tools/investor-kickstarter.

Note that even the lowest category does not mean a risk-free investment, and there are other risks (described under the heading 'Other specific risks') that are not captured by this rating.

This risk indicator is not a guarantee of a fund's future performance. The risk indicator is based on the returns data for the last 5 years to 30 June 2024. While risk indicators are usually relatively stable, they do shift from time to time. You can see the most recent risk indicator in the latest fund update for this fund.

General investment risks

Some of the things that may cause the value to move up and down, which affect the risk indicator, are

Market risk

Returns are affected by the performance of that Portfolio's investments. This may occur because investment markets generally move up and down in value due to demand and supply, economic and regulatory conditions, market sentiment, inflation, interest rates, employment, political events, environmental and technological issues.

Currency risk

Overseas investments may be affected by movements between the New Zealand dollar and the foreign currency in which the overseas investment is denominated. Please refer to the SIPO for the hedging policy <u>https://disclose-register.companiesoffice.govt.nz/</u>.

Liquidity risk

Inadequate market depth or disruptions in the market place can reduce liquidity. This may mean that it is more difficult to get immediate cash from these investments. Securities of small companies in particular may, from time to time and especially in falling markets, become less liquid.

Derivative risk

The term derivatives cover a broad range of investment contracts or products in a number of different asset classes. Derivatives carry the same Liquidity, Currency and Market risk as detailed above and in addition are exposed to the following:

- Leverage risks (explained below)
- Complexity derivatives are more complex than direct securities and this increases the risk of errors which may result in losses

The portfolios have limited exposure to derivatives directly. Underlying managers and funds can have extensive exposure to derivatives – for example to manage duration in a fixed interest portfolio.

Leverage risk

When borrowing (or leverage) is introduced, the risks outlined above are amplified or exaggerated and consequently losses could be greater.

• Note while the Portfolios are permitted to borrow up to 10% of the value of the Portfolio, there are currently no borrowings and there is no intention to borrow at this stage. Underlying managers and funds may use leverage.

Other specific risks

We have not identified any other specific risks that significantly increase the risks to returns for investors, other than circumstances that are already reflected in the risk indicator.

5 WHAT ARE THE FEES?

You will be charged fees for investing in the Accordia Portfolios. Fees are deducted from your investment and will reduce your returns. If Accordia Asset Management Limited invests in other funds, those funds may also charge fees. The fees you pay will be charged in two ways —

- Regular charges (for example, annual fund charges). Small differences in these fees can have a big impact on your investment over the long term:
- One-off fees (for example, legal fees).

	Management Fees (pa) *	Estimated other management and administration (pa) *	Total % of net asset value (pa) *
A200	0.90%	0.44%	1.34%
A300	0.90%	0.55%	1.45%
A400	0.90%	0.64%	1.54%

Annual fund charges

*Annual fees excluding GST

A Management Fee is payable to us for services as manager of the Portfolio. We meet the fees of Apex and Caliber out of the management fee.

Other management and administration charges include:

- A Supervisor fee of up to 0.08% of the gross asset value of the Portfolio plus applicable GST is payable to the Supervisor for its services as Supervisor of the Portfolio. (A minimum annual fee of \$20,000 in respect of all of the portfolios applies). The Supervisor may also charge reasonable additional fees in respect of each Portfolio as maybe agreed with us on a time, costs and disbursement basis; and
- Portfolio expense recovery including brokerage, legal fees, valuation fees, audit fees, costs incurred by us in preparing and distributing cheques and statements, printing and stationery and any other costs incurred by us in managing the administration of the Portfolios. These are estimated based on past fund expenses.
- Underlying fund charges: The Accordia Portfolios (Funds) invest into direct investments, underlying investment funds (Underlying Investment Pools) which include a mixture of wholesale pools and one or more managed investment schemes with external managers. The underlying funds charges include the external manager's

base, and where applicable, performance fees. The external managers' base fees have been calculated based on the target asset allocation of the funds and will vary as market value fluctuates.

To confirm the current level of fee charged please see the latest fund update at https://disclose-register.companiesoffice.govt.nz/

Other charges

There are no other charges.

For more information about these, please refer to the full Financial Statements for that Portfolio which can be viewed at <u>https://disclose-register.companiesoffice.govt.nz/</u>.

Individual action fees

Apart from the fees noted above, there are no Contribution, Establishment, Termination or Withdrawal fees.

Example of how fees apply to an investor

Jane invests \$100,000 in the A300 Portfolio. She is charged no establishment fee or contribution fees. The starting value of her investment is \$100,000. She is also charged management, trustee fees and other expenses, which work out to about \$1450 per annum (1.45% of \$100,000). These fees might be more or less if her account balance has increased or decreased over the year.

Estimated total fees for the first year

Individual action fees: \$0 Fund charges: \$1450 Other charges: \$0

See the latest fund update for an example of the actual returns and fees investors were charged over the past year. This example applies only to the A300 Portfolio. If you are considering investing in other funds or investment options in the Scheme, this example may not be representative of the actual fees you may be charged.

The fees can be changed

If any fees outlined above are to be changed or a new fee is to be imposed, you will be given prior written notice in accordance with the Trust Deed. There is no limit to the amount to which a fee can be changed.

Accordia Asset Management Limited must publish a fund update for each fund showing the fees actually charged during the most recent year. Fund updates, including past updates, are available at <u>https://disclose-register.companiesoffice.govt.nz/</u>.

6 WHAT TAXES WILL YOU PAY?

The Accordia Portfolios are Portfolio Investment Entities. The amount of tax you pay is based on your Prescribed Investor Rate (PIR). To determine your PIR, go to http://www.ird.govt.nz/toii/pir/workout/

If you are unsure of your PIR, we recommend you seek professional advice or contact the Inland Revenue Department. It is your responsibility to tell Accordia Asset Management Limited your PIR when you invest or if your PIR changes. If you do not tell Accordia Asset Management Limited, a default rate may be applied.

If the rate applied to your PIE income is lower than your correct PIR you will be required to pay any tax shortfall as part of the income tax year-end process. If the rate applied to your PIE income is higher than your PIR any tax over-withheld will be used to reduce any income tax liability you may have for the tax year and any remaining amount will be refunded to you.

7 WHO IS INVOLVED?

About Accordia Asset Management Limited

Accordia Asset Management Limited is the manager and issuer of the Portfolios.

We were incorporated in New Zealand under the Companies Act 1993 on 9 December 2004. We are responsible for the investment management and administration of each Portfolio.

Auckland Office:

Telephone:	+64 (0)9 399 2648
Freephone:	0800 444 999
Head office and Registered Address:	Level 22, 120 Albert Street
	Auckland 1010

Who else is involved?

	Name	Role
Supervisor	Public Trust	Public Trust is the Supervisor of the Scheme under the Financial Markets Conduct Act 2013 and is responsible for monitoring Accordia Asset Management Limited's compliance with its obligations as Manager of the Accordia Portfolios.
Custodian	Public Trust	All investor money and assets are held by Accordia Nominees Limited, a wholly owned subsidiary of Public Trust. Accordia does not hold any investor money.
Investment Manager	Caliber Investment Limited	Caliber Investment Limited is the Investment Manager and are responsible for the construction of the portfolios offered in this PDS.
Registry, Asset Valuation, Pricing and Fund Accounting	Apex Limited	The official register of investor holdings sits with Apex. They also provide administration support by valuing the investment assets, calculating the unit prices of the Portfolios and completing the financial statements for the Portfolios.

8 HOW TO COMPLAIN

Should you wish to raise a complaint regarding an investment, please contact us on the number(s) provided above.

If necessary, you can also contact the **Supervisor** Public Trust Level 16, Sap Tower, 151 Queen Street, Auckland, 1010 Private Bag 5902, Wellington 6140 0800 371 471 cts.enquiry@publictrust.co.nz http://www.publictrust.co.nz/corporate-trustee-services

Complaints can also be made to our Dispute Resolution Scheme provider: Insurance & Financial Services Ombudsman Scheme

PO Box 10-845, Wellington 6143

Level 2, Solnet House,

70 The Terrace,

Wellington 6143

Freephone: 0800 888 202

Telephone: 04 499 7612

Email: info@ifso.nz

You will not be charged a fee to investigate or resolve the complaint.

9 WHERE YOU CAN FIND MORE INFORMATION

Further information relating to the scheme and the managed investment products is available on the offer register and the scheme register (for example, financial statements), and a copy of the information on the offer register <u>https://disclose-register.companiesoffice.govt.nz/http://www.business.govt.nz/disclose</u> or scheme register is available on request to the Registrar.

Following an investment into the Accordia Portfolios, your adviser will be able to provide you with further information about the Portfolios. This includes latest unit prices, Portfolio information relevant to you and past fund updates. Please contact your adviser for these details.

10 HOW TO APPLY

Investments in any of the Accordia Portfolios can be made through a Financial Advice Provider that meets their obligations under current financial service provider regulations and is approved to act for Accordia. To contact us, please visit the following website <u>www.accordia.co.nz</u>. Alternatively, you can reach us via email at enquiry@accordia.co.nz or by calling +64 (0)9 399 2648 or the freephone 0800 444 999.

The Financial Advice Provider will work with you to help determine which Portfolio is suitable for your needs and provide you with an application form.

You can apply to invest in New Zealand on any business day. Applications and withdrawals will be processed weekly on a Wednesday or, if the Wednesday is not a business day, the next business day

Complete an Application Form

Provide your application form back to the adviser or email it to enquiry@accordia.co.nz

Payment details

Please note that your account must be established with Accordia before we can accept any funds for investment. You will be notified once your account is set up and given an investor number to be used as deposit reference.

Deposits are made to Public Trust Accordia Applications bank account:

Bank and Branch: Westpac Banking Corporation 79 Queen Street, Auckland Account Number: 03 0252 0846977 00