

A GUIDE TO YOUR AUSTRALIAN GOVERNANCE & ETHICAL INDEX FUND 2019 ANNUAL TAX STATEMENT

Dear Unitholder

This Guide has been prepared to assist you and your tax adviser in completing your income tax return for the year ended 30 June 2019 using the Australian Governance & Ethical Index Fund Annual Tax Statement (the **Annual Tax Statement**).

The Annual Tax Statement provides a detailed analysis of the trust distributions to which you are entitled for the year and these amounts should be used in the preparation of your income tax return for the year ended 30 June 2019.

This Guide has been prepared for general information only and should be read in conjunction with the Australian Taxation Office (“**ATO**”) instructions and publications. For your convenience, a list of the relevant ATO publications is set out in section 4 of this Guide. This Guide should not be regarded as constituting the provision of tax or financial product advice. Each investor’s particular circumstances will be different and accordingly, you may wish to seek independent taxation advice. We strongly recommend you seek professional taxation advice or consult with your financial adviser.

For any further information in respect of your investment in Australian Governance & Ethical Index Fund, please contact your adviser or call Boardroom Limited on 1300 737 760.

Yours sincerely

Hannah Chan

Secretary

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1. THIS GUIDE APPLIES TO YOU IF:

- You are a resident individual investor in the Fund for the whole income year.
- You are using the *Individual Tax Return 2019* and the *Supplementary section* of the Individual Tax Return 2019 (**Individual Supplement 2019**) to complete your income tax return for the income year ended 30 June 2019 (**2019 Tax Return**).
- You are not a company, trust or superannuation fund.
- You hold your units for the purpose of investment, rather than for resale at a profit, and the capital gains tax (CGT) provisions apply to you.

2. AUSTRALIAN GOVERNANCE & ETHICAL INDEX FUND 2019 ANNUAL TAX STATEMENT (Annual Tax Statement)

Your Annual Tax Statement shows the income to which you were entitled for the year ended 30 June 2019. Some of the income shown on your Annual Tax Statement might have been received after 30 June 2019, but your present entitlement to that income arose on 30 June and therefore must be included in your 2019 Tax Return. The total amounts shown on your distribution statements for the year ended 30 June 2019 may not equal the amounts shown on your Annual Tax Statement. Only your Annual Tax Statement should be used to complete your 2019 Tax Return.

Your Annual Tax Statement is separated into three parts.

- Summary of 2019 tax return (supplementary section) items
- Capital gains tax information
- Components of distribution

For the purposes of completing your income tax return, you must include income received from other sources together with income received from your investment in the Australian Governance & Ethical Index Fund (the **Fund**).

If you received no distributions in relation to the year ending 30 June 2019, you will not receive an Annual Tax Statement.

Summary of 2019 tax return (supplementary section) items

This section provides the information required for completing the 'Supplementary Section' of the 2019 Tax Return.

There are four items you may need to complete in the 'Supplementary section' of the 2019 Tax Return in relation to the distributions you have received from your investments in the Fund. They are:

- Item 13: Partnerships and Trusts
- Item 18: Capital gains
- Item 19: Foreign entities
- Item 20: Foreign source income and foreign assets or property.

Your Annual Tax Statement has been designed so that the amounts in this part of the Annual Tax Statement correspond to the amounts you are required to enter in the 'Supplementary section' of the 2019 Tax Return. Please note that if you have received any distributions from other sources you will also need to add the additional amounts to the amount entered in at the relevant label.

Your Annual Tax Statement only shows the items that are applicable to your account.

Non- primary production income

This shows your share of, relevantly, Australian interest and other Australian income. It excludes foreign income, foreign income tax offsets and net capital gains.

Credit for TFN amounts withheld

Where you have not provided your TFN or claimed a relevant exemption, income tax has been withheld from the income distributed to you by the Fund at the highest marginal tax rate (including Medicare Levy). The tax withheld should be claimed as a credit in your return. No tax will be withheld where you have provided your TFN or claimed the relevant exemption.

Total current year capital gains

The components of this item are set out in this part (see below).

Disclaimer

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This item shows your share of the total capital gains distributed to you resulting from the disposal of assets by the Fund, before applying any CGT concession or discount. This amount includes both domestic and foreign sourced capital gains.

If you have more than one investment and your total current year capital gains are from more than one source you will need to use the amount at 18H on your Annual Tax Statement to calculate your net capital gain for 18A.

Net capital gain

This item shows your share of capital gains that were made by the Fund and distributed to you, after applying the applicable discount or concession, which is 50% for trusts.

If you have incurred capital losses you will not simply be able to transfer the net capital gain amount from this part to your tax return. Please refer to the '*Personal investors guide to capital gains tax* 2019 publication available from the ATO.

Controlled foreign company (CFC) income

This shows your share of attributed foreign income resulting from unrealised gains on CFC investments held by the Fund.

If there is no amount applicable to your account, nothing will show on your statement

Assessable foreign source income & Other net foreign source income

The amounts shown at these items generally shows your share of the foreign dividend and interest income received from the Fund. It does not include capital gains made from a foreign source. Please refer to the capital gains sections for information on any foreign capital gains.

The amounts shown at these items will be the same unless the Fund has expenses that are applied against the assessable foreign income.

Foreign income tax offsets

This item shows your share of any foreign income tax offsets received from assessable foreign source income.

If your total foreign income tax offsets from all sources for the year is \$1,000 or less, then you can claim the total amount in full. To help you determine whether you are entitled to a foreign income tax offset please refer to the '*Guide to foreign income tax offset rules*' publication available from the ATO.

Capital gains tax information

The information in section of your Annual Tax Statement will assist you in working out your net capital gain or loss and provides the CGT concession amount. It also includes

tax-deferred amounts required to adjust the cost base and reduced cost base of your units.

Capital gains can arise from the sale of assets within the Fund. Foreign sourced capital gains are included in this section.

Capital gains – discount method

Investments disposed of that have been held for 12 months or more should be eligible for a 50% discount on the gross capital gain.¹ This is called the discounted capital gain. If you have any capital losses, these must be offset against the gross capital gain before the 50% discount is applied.

Capital gains – other method

This includes capital gains that are not discounted capital gains, for example, where assets have been held for less than 12 months.

CGT concession amount

This amount represents the non-assessable component of a discounted capital gain paid to you. This should not form part of your tax return.

Tax deferred amounts

The tax deferred distributions from the Fund are not immediately assessable to you but will (unless it relates to the distribution of a CGT concession amount) reduce the CGT cost base of the units in the Fund held by you. Tax deferred income can arise if a return of capital is made (i.e a payment of capital from the Fund).

Once the sum of tax deferred distributions received in respect of your units reduce your CGT cost base in those units to nil, any additional tax deferred distributions will give rise to an immediate capital gain. However, this gain may be reduced on account of the CGT 50% discount if you have held your units in the Fund for 12 months or more.

Components of distributions

The amounts in this part reconcile the net cash distributed to you for the year ended 30 June 2019.

Australian income

The components that make up your Australian non-primary production income are:

- Interest income; and
- Other income.

Other deductions relating to distributions

This includes deductions incurred during the 2019 income year.

¹ Note that the 50% discount is also available for trusts and a 33/1/3% discount is available for complying superannuation funds.

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Deductions allowable to the trustees that are taken into account in calculating the net income of the Fund are not included in this item. Ordinarily, deductible expenses will be netted off against the relevant class of income in the Fund.

Capital gains

The capital gains section provides information about the capital gains made by the Fund during the year. It does not include any capital gains or losses relating to the disposal of your units in the Fund.

You will need to consider whether you are required to complete the ATO's Capital Gains Tax Schedule.

Foreign income

Foreign income is income derived from sources outside Australia. This section does not include foreign capital gains. Please refer to the capital gains sections for information on any foreign capital gains.

The components that make up your foreign income are:

- Assessable foreign source income

Assessable foreign source income includes any foreign income (e.g., dividend and interest income) that is assessable for Australian tax purposes.

- Controlled foreign company (CFC) income:

This amount represents income and gains that have accumulated in investments in certain types of foreign companies that are Australian controlled. If there is no amount applicable, nothing will show on your Annual Tax Statement.

Other non-assessable amounts

The amounts classified as non-assessable should not form part of your tax return.

Tax deferred amounts require you to reduce the cost base of your units by these amounts for CGT purposes (see above). CGT concession amounts are shown in the capital gains section to allow reconciliation of capital gains.

Other deductions from distributions

This section includes the amount of TFN withholding tax that has been withheld from your distributions. TFN amounts withheld may be refunded by the ATO when you lodge your tax return.

3. LEGISLATIVE CHANGES FOR MANAGED INVESTMENTS TRUSTS

The Australian Government introduced a new regime for the taxation of managed investment trusts (referred to as AMIT Regime). Eligible MITs may choose to apply the new regime.

The Fund has not made a choice to have the AMIT Regime apply for the year ended 30 June 2019, although the Fund may choose to apply the new AMIT Regime in future

income years. Accordingly, these rules have no consequences for investors for the year ended 30 June 2019.

4. ATO PUBLICATIONS

Various publications are issued by the ATO to assist individual taxpayers prepare their tax returns and these include:

- *Individual Tax Return Instructions 2019* and *Individual Tax Return Instructions Supplement 2019*; and
- *Personal Investors Guide to Capital Gains Tax 2019* or *Guide to Capital Gains Tax 2019*.

You can obtain any of the publications detailed above by calling the ATO's Publication Distribution Service on 1300 720 092, visiting an ATO office (refer *Individual Tax Return Instructions 2019* for details) or downloading them at www.ato.gov.au and then selecting *Forms* from the relevant menu.

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