

Chaplaincy Fund (Term Investment)

Available to: Investors such as individuals, businesses, churches and self-managed super funds.

Features	
Supporting Churches of Christ Chaplains	\$3,000 minimum balance
Option to donate interest and/or principal	No fees or charges
Donations are tax deductible. A receipt will be issued	Interest calculated daily and credited at maturity

The Chaplaincy Fund may be suitable for investors who wish to support the Christ-inspired care and compassion that Churches of Christ in Queensland (CofCQ) Chaplains provide to vulnerable people at different stages of their life journey. CofCQ Chaplains serve across our services and in our wider communities providing the very best of pastoral and spiritual support to people every day.

General information: The Churches of Christ Foundation (the Foundation), Chaplaincy Fund is a fixed term investment - different term/s are available from time to time.

On successful application and each renewal, a certificate will be issued detailing the investment. Maturities will only occur on a business day. Therefore, if the maturity date falls on a weekend or public holiday, the term will be extended to the next business day. Interest is paid at maturity, except for fixed term investments over 12 months which have interest paid annually and at maturity.

Prior to maturity, the investor will be contacted with information about our terms on offer, current rates and requesting their instructions. A simple to complete renewal form will be attached, for the investor to notify us of their instructions by returning it to us before the date of maturity, unless they have opted for automatic rollover.

Option for automatic rollover: If taken up, the investor will not receive any notification of the upcoming maturity. At maturity, principal will be automatically reinvested for a further similar period at the then prevailing rate with the interest either added to the investment or transferred to the investor's linked bank account as per the instruction provided at set up. For changes to this arrangement or to provide instructions, it is the investor's responsibility to make contact.

At maturity, the investor can:

- donate interest or principal to support CofCQ Chaplains - a tax deductible receipt will be issued
- reinvest in a Fixed Term Investment or Chaplaincy Fund for a term on offer of their choosing
- reinvest the principal and interest
- reinvest the principal and withdraw the interest
- add more funds to their investment
- make a partial or total withdrawal with the funds returned to their bank account

Funds transfers only occur at maturity. The maturity date will only be set on a business day.

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How to provide instructions to the Foundation:

Depending on how the investor has set up their investment, instructions can be given by:

- Phone or email the request to our office, including fund transfers, if there is a linked bank account.
- Post, email as an attachment or deliver in person at the Kenmore office the completed renewal form or a signed, written instruction.

No instructions at maturity: If the Foundation does not receive a request for renewal or repayment, the funds will be re-invested for a similar term at the interest rate applicable on the date of maturity, and the interest will be treated as per previous instruction held.

^ΩGrace period for instructions: Valid instructions received before 4pm on the 5th business day after the maturity date, will be accepted and actioned with no penalty to the interest rate.

Adding funds to the investment

Funds can only be added at maturity. A client may have multiple investments.

Direct Debit: An investor may opt for the Foundation to direct debit their nominated linked bank account to add funds to their Foundation investment. The investor advises us of the amount and ensures enough funds are available in the linked bank account and we do the rest. The transfer will occur on the day of maturity. A completed Direct Debit Request form must be provided to the Foundation for Direct Debit.

Internet banking: An investor can transfer funds to their Foundation investment by using their internet banking. Our staff will provide the bank details, reference requirements and the timing for the transfer.

Cheque: A cheque made payable to 'Churches of Christ in Queensland' may be enclosed with the completed renewal form or signed written instruction posted or delivered in person to the Kenmore office

Withdrawing funds from the investment

Withdrawal instructions can be sent to the Foundation at any time prior to maturity. The funds are returned to a savings or cheque account in the investor's name. Bank details may:

- have already been provided by the investor. This is known as a linked bank account
- be provided on the completed and signed renewal form or written instruction. Funds will only be transferred to a bank account in the investor's name.

The funds will be sent as an overnight transfer on the maturity date. The funds are cleared and available for access first thing the following morning.

Early access to funds from the investment

For early access to funds: either 31 days' notice must be given or an application made under financial hardship. In both early access scenarios, the interest rate will be penalised.

More information, interest rates and forms: are available by contacting the office or on the website: cofc.com.au/Foundation.

We would love to hear from you!

FOR MORE INFORMATION CONTACT US ON 1300 659 644

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Please note-

†**Office Hours:** The Foundation office is open Monday to Friday, 9am to 4pm and observes Brisbane, Queensland and Australian public holidays. Phone calls, emails and the Foundation initiated fund transfers will only be responded to or occur on business days.

‡**Individuals including CofCQ paid staff:** must reside in Queensland.

§**Entity:** must have its registered office and place of business in Queensland.

¶**Instructions:** will only be actioned after verifying the request is in accordance with the signing arrangements on file such as checking the signature/s, phone password/s or email address/es. Requests for funds transfers received after 3pm either on the date of maturity or within the grace period, will occur the following business day.

Ⓜ**Grace period:** Valid instructions received before 4pm on the 5th business day after the maturity date, will be accepted and actioned with no penalty to the interest rate. This includes adding funds to or withdrawing funds from the Fixed Term Investment during this period. Once the grace period concludes, the new maturity date plus the interest rate will be set for the term with no movement of funds. This means after the grace period, the §early withdrawal of funds clause will apply or additional Fixed Term Investments may be opened but funds cannot be withdrawn or added to the Fixed Term Investment that matured.

#**Linked bank accounts:** We can link the Foundation investment to the investor's existing bank savings or cheque account with a signed written letter/instruction with the bank details for withdrawals only or by completing a *Direct Debit Request (DDR) form to enable transfers to and from the Foundation investment and the external bank account. Linked bank accounts must be in the investor's name.

***Direct Debit Request (DDR) form:** must be completed before the Foundation can transfer funds from an external bank account.

§**Early withdrawal of funds:** The investor may submit a written request for an early redemption of their investment before the term has ended, by giving 31 days' notice or make an application under Hardship, if it is believed they will experience financial hardship without the release of the funds. If the request/application is approved, interest will be paid at a rate reduced by up to 2%p.a. (eg 3%p.a. reduces to 1%p.a.; 1%p.a. reduces to 0%p.a.) from the date the term began to the day prior to withdrawal. For periods over 12 months, any interest already paid at the higher rate will be recalculated at the reduced rate and the difference will be deducted from interest payable on withdrawal, or if this is not sufficient, from the balance at the time of withdrawal. The Early Release of Funds - Hardship information sheet is available on the website or by contacting the office.

A Ministry of Churches of Christ in Queensland

1. All investments will be administered by Churches of Christ Foundation (the Foundation) which operates as a ministry of Churches of Christ in Queensland (ABN 28953930342) of 41 Brookfield Road, Kenmore, QLD 4069. Churches of Christ in Queensland (ARBN 147481436) is a body corporate pursuant to the grant of letters patent issued under the Religious, Educational and Charitable Institutions Acts 1861 to 1959 (QLD).
2. The Foundation is a religious charitable development fund (the Fund) that operates under an exemption to the Banking Act 1959 (for current exemption see the Australian Prudential Regulation Authority (APRA) website: www.apra.gov.au).
3. Neither Churches of Christ in Queensland nor the Foundation are prudentially supervised by the APRA. Therefore, an investor in the Fund will not receive the benefit of the Financial Claims Scheme nor the depositor protection provisions of the Banking Act 1959. Investments in the Fund are intended to be a means for investors to support the charitable work of Churches of Christ in Queensland, and for whom the considerations of profit are not of primary relevance in their investment decisions. (See Condition 11 of the Banking Exemption.)
4. This scheme has not been examined or approved by ASIC. No Product Disclosure Statement is available.
5. The Foundation does not hold an Australian Financial Services License. Therefore, the Foundation is not licensed to provide financial product advice. This document and/or the Foundation website contains factual information about the availability of the Foundation's products. It is not intended to provide any legal, accounting or other advice to potential investors but, to the extent that it does, such advice is general advice only and has not taken into account the potential investor's specific relevant personal circumstances, including their objectives, financial situation or needs. Each investor should seek independent advice relating to their circumstances.

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6. To the maximum extent permitted by law, the Foundation does not accept responsibility for any loss or damage (including negligence) caused to anyone who relies on the information in this document/on the Foundation website.
7. No cooling-off period applies to the investments issued by the Foundation. The Foundation undertakes to repay investments upon request, subject to our Terms and Conditions.
8. Repayment of investments is underwritten by the overall funds & assets of Churches of Christ in Queensland.
9. The information and services available through the Foundation are only intended to be available to persons in the jurisdiction of Queensland. You must satisfy yourself that the laws and regulations of your jurisdiction allow access to the services the Foundation provides.
10. Your use of, and access to the Foundation website and/or this document, and your agreement to enter into products offered by the Foundation (using Foundation information) is conditional upon your acceptance and compliance with the terms, conditions and disclaimers contained within this document and elsewhere on the website. Any person using Foundation information is responsible for making their own assessment of the material and should verify all relevant representations, statements and information with their own professional advisers.
11. The Foundation does not represent, warrant, guarantee that the information in this document or on our website is complete, accurate or suitable for your intended use. The Foundation does not accept any responsibility to inform you of any matter that subsequently comes to its notice, which may affect the information in this document or on our website.
12. We may need to make changes to our terms and conditions (The Foundation terms) from time to time for many reasons. This may include, for example, changes required for updates to our products and changes to the law. You should look at the Foundation terms regularly, which are posted on the Foundation website. If we make a material change to these Foundation Terms, we will notify you in writing by letter, if you are registered with us as a Foundation product holder. We will attempt to send you the letter by email or post to the contact details you most recently provided to us prior to the material change taking effect. Any material changes to these Foundation Terms will be effective automatically 14 days after the revised Terms are first posted or, the letter is sent, whichever is the latter.
13. The Foundation is unable to guarantee files and attachments in our emails or on our website are free from contamination. Recipients of emails and/or visitors to our website should ensure they have precautions in place.

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