



# Financial Services Guide

**Version 1.0**

**Date: 1<sup>st</sup> December 2020**

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## Licensee:

CommonCents Advice Group Pty Ltd  
(AFSL 524454)

This Financial Services Guide (FSG) is authorised for distribution by CommonCents Advice Group.

## Authorised Representatives:

CommonCents Financial Planning Pty Ltd  
(ASIC# 457028 ABN 15 167 774 361)  
Nicholas Girle (ASIC# 395917)  
Richard Brannelly (ASIC# 454295)

The Authorised Representatives act on behalf of CommonCents Advice Group who is responsible for the services that they provide.

CommonCents Advice Group Pty Ltd is committed to the highest possible standards of ethical conduct in delivering financial advice that is valuable and life changing. Our advisers are experienced professionals who consistently deliver world class contemporary advice and are supported by a professional team dedicated to a great client experience.

All CommonCents Advice Group Pty Ltd advisers are members of the Financial Planning Association, the professional body representing qualified financial planners in Australia. Additionally, all our advisers adhere to strict standards in terms of ethics, conduct and continuing professional development as set by the Financial Advisers Standards and Ethics Authority (FASEA).

## Contact Details

Suite 9 Capital Place  
195 Hume St  
PO Box 3576  
Toowoomba QLD 4350  
Phone: 1300 376 781

[www.commoncentsfp.com.au](http://www.commoncentsfp.com.au)

## Purpose of this FSG

This FSG will help you decide whether to use the services that we\* offer. It contains information about:

- The services we offer and their cost
- Any conflicts of interest which may impact the services
- How we are remunerated
- How we deal with complaints if you are not satisfied with our services.

\* In this document 'we' refers to the Authorised Representatives as set out above.

## Our services

We are authorised by CommonCents Advice Group Pty Ltd to provide strategic financial advice in relation to:

- Wealth Accumulation
- Income & Asset Protection
- Tax Strategies
- Superannuation
- Retirement & Redundancy Planning
- Estate Planning
- Government Benefits
- Debt Management

and to deal in the following financial products:

- Superannuation and SMSF
- Managed investments including IDPS
- Securities (direct shares)
- Deposit products
- Personal risk insurance
- Margin lending

CommonCents Advice Group Pty Ltd does not and is not licensed to provide financial product advice on General Insurance Products.

## **The financial advice process**

We recognise that the needs, objectives, and personal circumstances of each client are different.

Where we provide personal advice, we will take the time to understand your needs, objectives, and circumstances. We will also ask questions to make sure we provide advice which is in your best interests.

When we first provide personal advice to you it will be explained thoroughly and documented in a Statement of Advice (SoA) which you can take away and read.

The SoA will explain the basis for our advice, the benefits to you, the main risks associated with the advice, the cost to you of implementing the advice, the benefits we receive and any conflicts of interest which may influence the advice.

We will provide you with a Product Disclosure Statement for any financial products we recommend other than securities. This contains information to help you understand the product being recommended.

We strongly encourage you to ask questions about our advice and the financial products we recommend.

You can provide instructions to us in writing, via phone or via email. In some cases, we may require you to provide signed instructions.

We may provide further advice to you to keep your plan up to date for changes in your circumstances, changes in the law and changes in the economy and products.

If we provide further advice it will be documented in a Record of Advice (RoA) that we will provide to you. You can request a copy of any SoA or RoA document, at any time up to 7 years after the advice is provided.

## **Fees**

We believe in the principals of free, prior, and informed consent when it comes to paying for professional financial advice. This ensures that you know clearly what you are paying for our advice, irrespective of any financial product you use, and ensures all recommendations are driven solely by your needs and goals.

All fees are payable to CommonCents Advice Group Pty Ltd. Fees can be paid via direct debit from your bank account or credit card, or in some cases by deduction from your superannuation or investment account.

### **Initial Fees**

The initial fees includes all meetings with you, the time we take to determine our advice and the production of the SoA. It is based on the scope and complexity of advice provided to you. We will agree the fee with you before providing you with advice.

If you decide to proceed with our advice, we may charge an implementation fee for the time we spend assisting you with implementation. We will agree the fee with you before providing you with advice.

### **Annual Fees**

Our annual fees for further advice and support depend on the services that we provide to you. The fee may be a % of your portfolio value or more commonly an agreed fixed fee. It may be paid monthly in instalments or annually in advance.

Each year, we will seek your engagement on the services to be provided and the fee.

## **Insurance Commissions**

From January 1<sup>st</sup> 2020, we will not accept any commissions on new insurance products arranged by us. Instead we will charge a fee for advice and implementation relating to your insurance needs, and rebate in full any commissions to you. In practice this rebate results in an approximate 30% premium discount for the life of your insurance policy.

For existing insurance clients and on existing insurance products (where the commission cannot be rebated under rules established by the Insurer) an ongoing commission between 0% and 33% of the annual premium for as long as you hold the product, may be paid to CommonCents Financial Planning. This commission covers future claims support and basic administrative support that may be provided by CommonCents Financial Planning - but does **not** entitle you to ongoing financial advice or review services. Insurance commissions are paid to us by the product provider.

## Other Benefits

We may receive other benefits from product providers such as professional development, meals and entertainment. Details of any benefits received will be maintained on a register which is available to you on request.

## Our associations and relationships

CommonCents Advice Group Pty Ltd receives some ongoing commissions but only on insurance contracts written before the 1<sup>st</sup> January 2020 - and as a result, we are not legally able to refer to ourselves or our advice as 'independent', 'impartial' or 'unbiased'.

Otherwise CommonCents Advice Group Pty Ltd has **no** relationship or association with any financial product provider and deals with all providers at arm's length. We believe that we act only for you our client and will always be an advocate for your needs acting solely in your interests.

## Adviser Remuneration

Nicholas and Richard are the owners of the practice and they share in any profits that the practice makes.

## Making a Complaint

Your satisfaction is very important to us and we have procedures in place to resolve any concerns promptly and fairly. If at any time you are not completely satisfied with our services, then we encourage you to contact us. Please call us or put your complaint in writing to our office.

If you are not satisfied with our response you can refer it to the Australian Financial Complaints Authority. You can contact AFCA on 1800 931 678 or via their website [www.afca.org.au](http://www.afca.org.au). This service is provided to you free of charge.

CommonCents Advice Group Pty Ltd is required under section 912B of the Corporations Act to hold Professional Indemnity insurance for the financial services that it and its current and past representatives provide.

## Your Privacy

We are committed to protecting your privacy.

We have a Privacy Policy which sets out how we collect, hold, use and disclose your personal information. It also sets out how you can access the information we hold about you, how to have it corrected and how to complain where you are not satisfied with how we have handled your personal information.

Our Privacy Policy is available on request and on our website.