



# DISCLOSURE STATEMENT

---

This Disclosure statement will provide you with information about the financial advice services that Astute Investments and Financial Planning Ltd (AIFP) advisers can offer and will help you make an informed decision to select the best financial product that suits your needs.

---

**Astute Investments and Financial Planning Ltd trading as AIFP (FSP637389)**



*Be Life Confident*

## ABOUT US

Astute Investments and Financial Planning Ltd trading as AIFP is a financial advice provider (FAP) which holds a Full Licence — Class 2, issued by the Financial Market Authority (FMA), to provide the financial advice services.

<b>FAP:</b>	<b>Astute Investments and Financial Planning Limited (FSP637389)</b>
<b>TRADING AS:</b>	<b>AIFP</b>
<b>LICENCE CATEGORIES:</b>	<b>Full Licence - Class 2</b>
<b>AUCKLAND OFFICE:</b>	<b>Level 1, 694 Great South Road, Penrose, Auckland 1061</b>
<b>HAMILTON OFFICE:</b>	<b>430 Ulster Street, Beerescourt, Hamilton 3200</b>
<b>PHONE:</b>	<b>0800 MyAIFP (692 437)</b>
<b>EMAIL:</b>	<b>contactus@aifp.co.nz</b>
<b>WEBSITE:</b>	<b>www.aifp.co.nz</b>

AIFP Personal Risk Limited (FSP1003239) is an Authorised Body (AB) operating under the licence of Astute Investments and Financial Planning Limited, the FAP. AB is operating under the AIFP trading name.



# THE FINANCIAL ADVICE TYPE

Personal financial advice is tailored to your financial situation and goals, at the same time, designed for your best interests.

**It can include:**

## SPECIFIC ADVICE

Specific Advice refers to financial advice that is tailored to your specific needs and objectives. This type of advice takes into account a person's personal circumstances, financial goals and preferences, and provides guidance on how to achieve them.

For example, if you are looking to purchase a new property and need help organising a mortgage, a financial adviser can provide specific advice on the different mortgage products and repayment strategies for your situation. Similarly, if you want to start a savings plan or join a KiwiSaver scheme, a financial adviser can provide specific advice on the most suitable options for your goals and risk tolerance.

One key aspect of specific advice is that it is limited to the specific financial product or service that you are seeking advice on. So, if you only need advice on getting health insurance at a certain stage of your life, the advice provided will only relate to your health insurance needs and not your overall financial situation.

In summary, specific advice is personalised guidance that is tailored to your unique financial circumstances and goals. It focuses on a specific aspect of a person's finances, such as a particular product or service, and provides recommendations based on your needs and preferences.

## COMPREHENSIVE FINANCIAL ADVICE

Comprehensive Financial Advice is a type of financial advice that covers a broad range of financial topics and provides a holistic view of your overall financial situation. This type of advice typically involves a thorough review of a person's current financial status, future goals and aspirations.

A comprehensive financial adviser will take into account a variety of factors such as income, expenses, investments, debts, insurance and retirement plans. They will analyse all of these factors to create a customised financial plan that aligns with your financial goals and objectives.

Comprehensive financial advice may cover a range of topics, including but not limited to:

- Investment strategy and portfolio management
- Retirement planning and savings
- Insurance needs and coverage analysis
- Tax planning and optimisation
- Estate planning and wealth transfer
- Debt management and reduction
- Cashflow analysis and budgeting
- KiwiSaver and Retirement Planning

The goal of comprehensive financial advice is to provide you with a comprehensive plan to help you achieve your long-term financial objectives while taking into account your current financial situation, risk tolerance and other personal factors. It is typically provided by licensed financial advisers who have the necessary expertise and qualifications to provide a broad range of financial advice.

## ONGOING FINANCIAL ADVICE

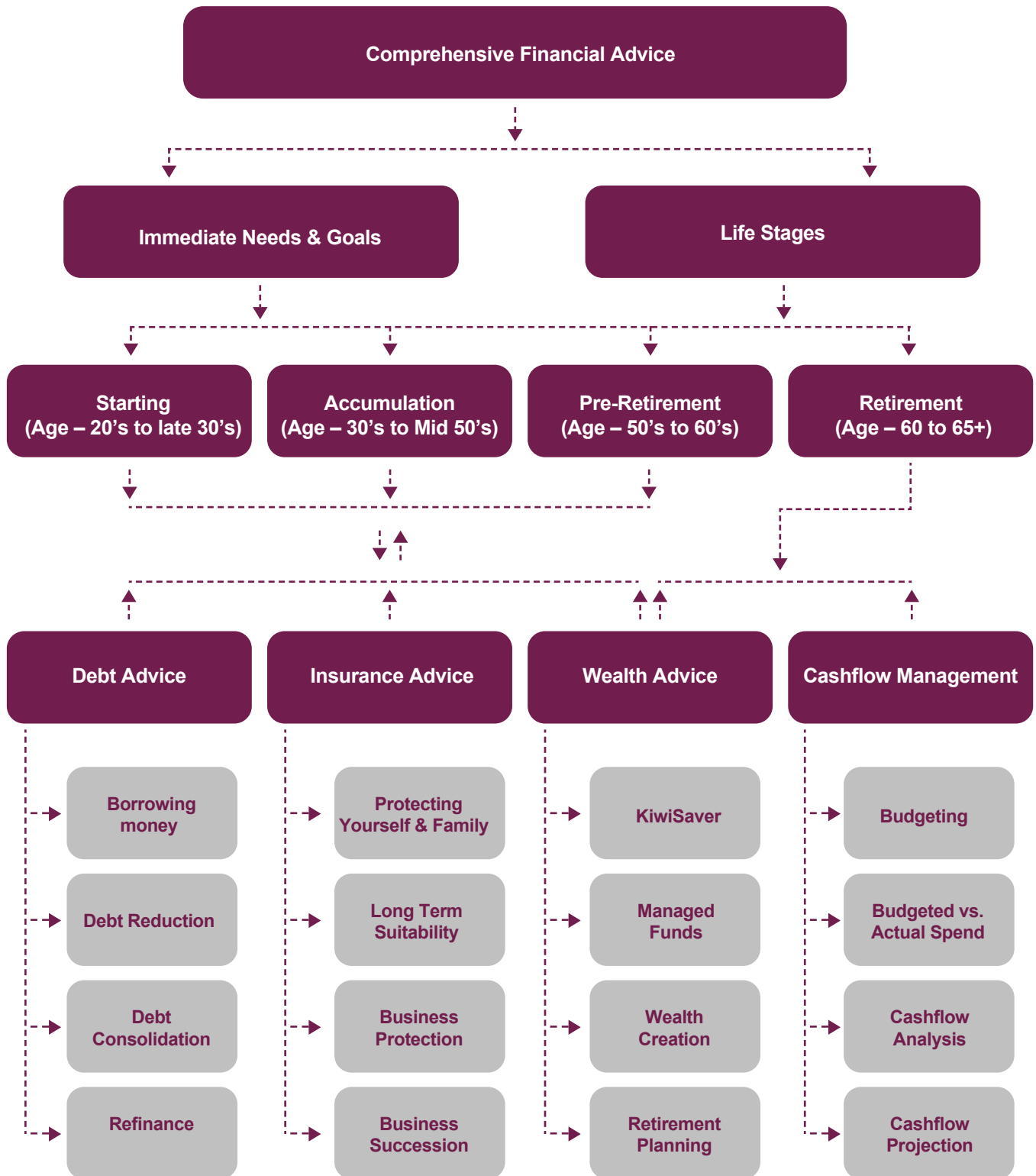
Ongoing Financial Advice refers to a type of financial advice that is provided on an ongoing basis, typically over an extended period of time. This type of advice is designed to help you manage your finances and make informed decisions as your financial situation evolves over time.

Ongoing financial advice typically involves regular meetings or consultations with a financial adviser who will provide guidance and support on a variety of financial matters. This can include reviewing investment strategies, monitoring portfolio performance, adjusting financial plans as needed and providing recommendations on other financial products and services.

The frequency and extent of ongoing financial advice will depend on your specific needs and financial situation. Some people may require regular, frequent consultations while others may only need occasional check-ins.

Ongoing financial advice can be particularly beneficial for those who have complex financial situations or who require ongoing support to meet their financial goals. It can also help you stay on track with your financial plans and adapt to changes in your financial circumstances over time.

# COMPREHENSIVE FINANCIAL ADVICE



# ADVICE PROCESS

We follow an industry standard six step advice process which ensures we are able to meet our clients' needs whilst working in a compliant framework.



## 01 UNDERSTANDING YOUR NEEDS

This conversation is all about you. We want to understand what exactly you are looking for, your needs and objectives, any particular preferences. We want to understand your concerns and listen to your opinions. We will explain who we are, what kind of advice we can provide, how we get paid and if there are any additional costs involved. We want to make sure that we agree on exactly what you are looking for and how we are going to help you and what the next steps would be.

## 02 GATHER INFORMATION

This is where we need to collect sufficient information from you to enable us to undertake an appropriate level of analysis to provide financial advice. In some circumstances, this may only involve a few questions, whilst in most scenarios, a multi-page fact find form may be required. Any data collected will be protected under the Privacy Act 2020.

## 03 ANALYSIS AND RESEARCH

Based on the information collected from you, we undertake a comprehensive analysis of your current situation in order to design a strategy that is most suitable for you to achieve your goals and objectives. In the meantime, we carry out thorough research for the products that are part of our list of approved products in order to select the most suitable product that might satisfy your needs in alignment with the strategy designed.

All work associated with the research, assumptions and product comparison is duly noted in the Statement of Advice (SOA) for future reference.



# ADVICE PROCESS

04

## DEVELOP AND PRESENT THE RECOMMENDATIONS

The advice, prepared after the completion of research and analysis, is presented by way of a written document known as SOA. This document is a prime document for detailing everything from the scope of advice and the information collected from you to the research we have carried out and any strategies and products we have recommended to you. It would explain the fees and costs that you might have to pay us or the product provider and the next steps for implementation of the advice. We will also provide you with product brochures or disclosure documents that would help you to understand the product better. We will endeavour our best that you understand the advice provided and are able to make an informed decision.

05

## IMPLEMENTATION

Once you are happy to proceed with the advice provided, we will explain to you the steps in the implementation process, including timeframes, any additional documentation that may be required along with the responsibilities of the parties involved - i.e, us your adviser, you the client, and the product provider. For any queries or concerns in the implementation process, you can contact us and we will do our very best to address them.
























06

## MONITOR AND REVIEW THE ADVICE

Your circumstances would be regularly reviewed in order to ensure that the strategy designed and the products selected are still suitable for you. Normally, a review date would be set up on annual basis, however, the timeframe could be adjusted to a shorter or longer term subject to the agreement between the client and the adviser.

Any material changes such as changes to your goals and/or risk profile would be recorded accordingly, therefore, we may advise you if there are any changes to be made on your initial advice.

# FINANCIAL SERVICES AND PRODUCTS WE CAN PROVIDE

INSURANCE	MORTGAGE	FINANCIAL PLANNING	CASHFLOW MANAGEMENT
 Business/Key Person	 Home Loan	 Managed Funds	 Cash Flow/Budgeting
 Income Protection	 Construction Loan	 Wealth creation	 Short term/Long term financial goals
 Health	 Business Loan	 KiwiSaver	 Wealth Creation
 Life	 Asset Finance	 Shares/Bonds	 Wealth Protection
 Mortgage Repayment Cover	 Refinance	 UK Pension Transfer	 Debt management
 Trauma	 Debt consolidation	 Australian Super Transfer	 Retirement planning
 Total and Permanent Disability	 Non-bank Loans		





## OUR FEES

---

In some instances, we may charge you a fee for the advice provided and/or work involved in getting a product sorted as per your requirements.

A schedule of fees that we charge can be accessed by clicking [here](#).

## OUR INVESTMENTS & KIWISAVER PARTNERS

---



## OUR INSURANCE PARTNERS

---



# OUR BANKING AND LENDING PARTNERS

We are Accredited Advisers with the following institutions and we also provide recommendations with the products and solutions that we think are the best fit for your needs, goals and objectives.



ANZ Bank New Zealand Limited (ANZ)  
 ASAP Finance  
 ASB Bank Limited (ASB)  
 Avanti finance  
 Bank of China (BOC)  
 Bank of New Zealand (BNZ)  
 Basecorp Finance  
 CFML Loans  
 Core Finance  
 Cressida Capital  
 DBR Property Financiers  
 First Mortgage Trust

General Finance  
 Heartland  
 Liberty Financial  
 Midlands Funds Management  
 NZCU  
 NZMS  
 Omega Capital  
 Pallas Capital  
 Pepper Money  
 Prospera  
 Reesby & Company  
 Resimac

SBS Bank  
 Select Home Loans  
 Southern Cross partners  
 Sovereign Home Loans  
 Tessaera Finance  
 The Co-Operative Bank  
 TSB  
 Unity  
 Westpac New Zealand Limited (Westpac)  
 Xceda Finance NZ  
 Yes Finance

# CONFLICT OF INTEREST AND INCENTIVES



AIFP receives commissions from the product providers whose product we choose to settle with (e.g. insurers, banks, KiwiSaver providers). If you decide to buy an insurance policy or take out a mortgage, the provider will pay a commission to AIFP. The amount of commission is based on the annual insurance premium or loan amount or the balance of investment.

From time to time, product providers may also reward us for the overall business we provide to them. They may give us tickets to sports events, hampers or other incentives.

We will disclose to you any commissions we are to receive when we make our recommendation(s) and prior to the implementation of any product or advice.

## TO ENSURE THAT WE PRIORITISE YOUR INTERESTS ABOVE OUR OWN:

We follow an advice process that ensures our recommendations are made in alignment with the your goals and circumstances, irrespective of the type and amount of commission we will receive.

Should any actual or potential conflict of interest arise during our engagement with you, we shall bring that to your attention immediately and then seek to manage or avoid the conflict if at all possible.

If management or avoidance of a conflict to your satisfaction is not possible then we will resign from the engagement with you and will assist with the appointment of a replacement and more suitable adviser.

Managing conflicts of interest is part of our annual training program for all our advisers. A registry document for conflicts of interest, gifting and incentives received is maintained from time to time for record keeping purposes.



# RELIABILITY HISTORY

## **WITHIN THE LAST 5 YEARS NONE OF THE ADVISERS OR DIRECTORS OF AIFP OR ITS AB HAVE:**

- (a) had a conviction under the Financial Markets Conduct Act 2013 or for a crime involving dishonesty (as defined in Crimes Act 1961);
- (b) been a director or principal officer of a company convicted of any of the above offences;
- (c) been adjudged bankrupt; and
- (d) been prevented by a court from taking part in the management of a company or business.

None of the directors of AIFP or its AB has been subject to a reliability event. A reliability event is something that might materially influence you in deciding whether to seek advice from AIFP. As an example, it would include legal proceedings against the directors of AIFP or its AB or if they had been discharged from bankruptcy in the last four years.



# COMPLAINTS HANDLING AND DISPUTE RESOLUTION

Customer satisfaction is of utmost importance to us and we treat any complaint received as an opportunity for us to strengthen client relationships and increase client satisfaction.

If you have any questions, concerns or wish to make a complaint, we are happy to discuss and resolve the issue as soon as possible. AIFP has an internal complaints process and an independent external dispute resolution service for you to access.

When you make a complaint, we will acknowledge it within 2 working days. Within 7 working days of receiving the complaint from you, the Compliance Team will contact you via phone, email or in-person meeting to understand the issue and aim to resolve it internally.

We always recommend that you speak to your Financial Adviser in the first instance, or if you would prefer to contact our Compliance Team by:

<b>Phone:</b>	<b>0800 MyAIFP (692 437)</b>
<b>Email:</b>	<b>complaints@aifp.co.nz</b>
<b>Post:</b>	<b>Level 1, 694 Great South Road Penrose, Auckland 1061</b>

If we cannot resolve the issue to your satisfaction, we will refer it to our external independent dispute resolution service, the Financial Dispute Resolution Service (FDRS). The FDRS does not charge a fee to investigate or resolve a complaint. You can contact FDRS by:

<b>Phone:</b>	<b>0508 337 337</b>
<b>Email:</b>	<b>enquiries@fdrs.org.nz</b>
<b>Post:</b>	<b>Freepost 231075 PO Box 2272 Wellington 6140</b>





# OUR DUTIES

**AIFP and its advisers have duties under the Financial Markets Conduct Act 2013 relating to the way we give advice. We are required to:**

- (a) treat you fairly and act with integrity;
- (b) ensure that the advice we give you is suitable for you and that you understand our advice;
- (c) give priority to your interests by taking all reasonable steps to make sure our advice isn't materially influenced by our own interests;
- (d) take reasonable steps to protect your privacy and information;
- (e) meet standards of competence, knowledge and skill set by the Code of Professional Conduct for Financial Advice Services (these are designed to make sure that we have the expertise needed to provide you with appropriate advice); and
- (f) meets standards of ethical behaviour, and client care set by the Code of Professional Conduct for Financial Advice Services.

**More information is available by contacting us  
or by visiting the Financial Market Authority (link below).**

<https://www.fma.govt.nz/>



# CONTACT DETAILS

**Astute Investments & Financial Planning Limited (FSP637389) trading as AIFP**

☎ 0800 MyAIFP (692 437)

✉ [contactus@aifp.co.nz](mailto:contactus@aifp.co.nz)

🌐 [www.aifp.co.nz](http://www.aifp.co.nz)

📍 Auckland office: Level 1, 694 Great South Road, Penrose, Auckland 1061

📍 Hamilton office: 430 Ulster Street, Beerscourt, Hamilton 3200

