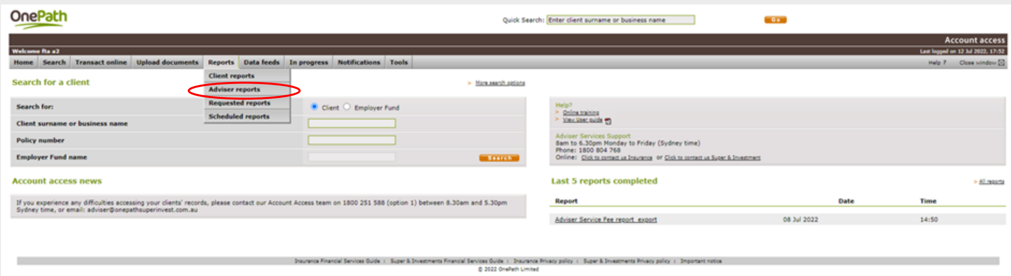
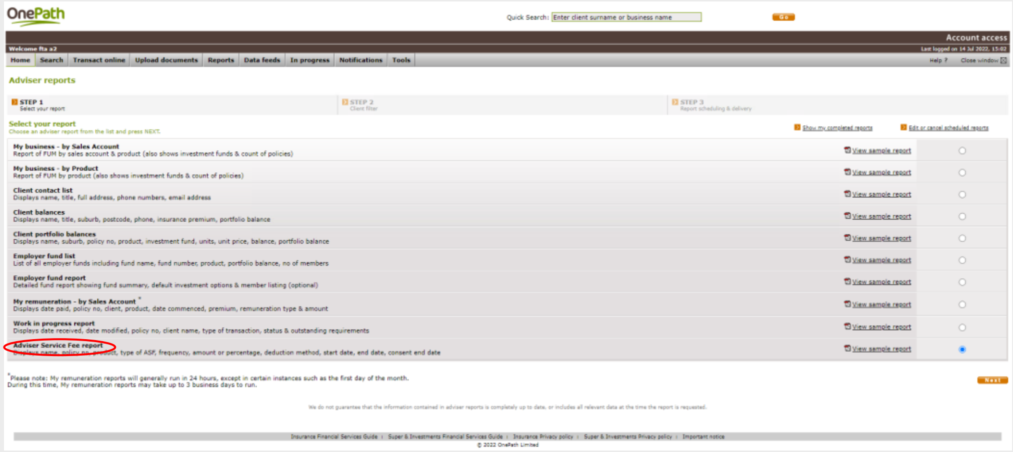
ADVISER USE ONLY

New Adviser Service Fee (ASF) report available 5 September 2022

Frequently Asked Questions and User Guide

Question	Response
What does the new ASF report display?	To support compliance with 1 July 2021 fee consent requirements, the new ASF report provides an excel listing of your clients with any Ongoing and/or Fixed-Term Arrangement ASFs and the details of these arrangements. One-off ASFs are excluded from this new report.
How do I access the ASF report?	Log into Adviser Advantage and then go to Account Access. Select Reports > Adviser reports  The report is at the bottom of the list. Select the ‘Adviser Service Fee report’ and click ‘Next’ to follow the steps.

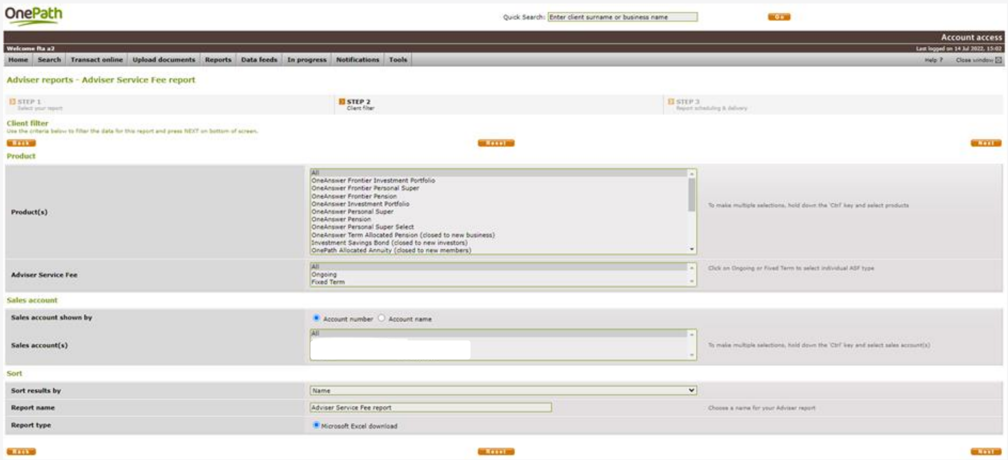


What filters can be applied to the ASF report?

In Step 2 you can filter the ASF report by:

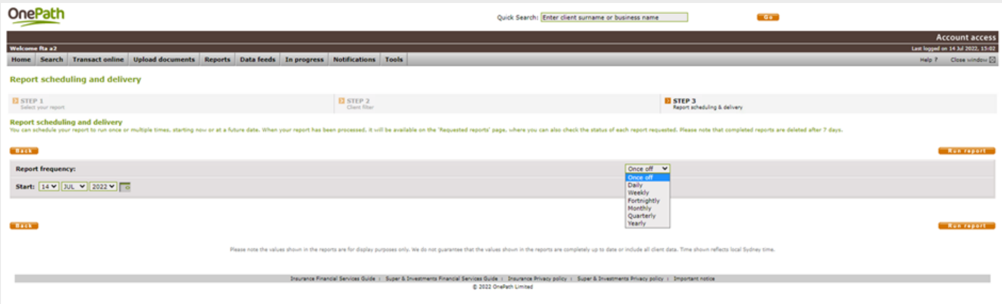
- Product.
- Adviser Service Fee.
- Sales account.

If no filter is selected all data will be returned and displayed.

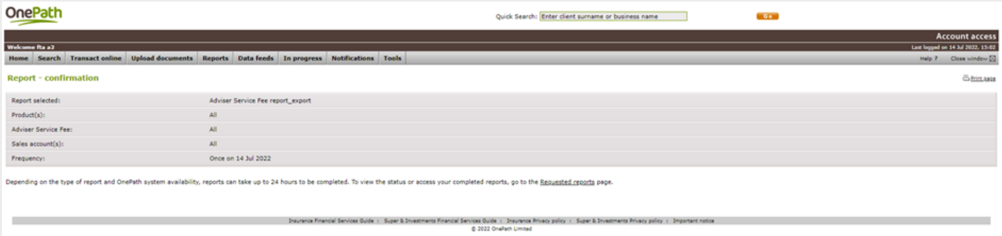


How often can I run an ASF report?

In Step 3, you can schedule your ASF reports to run on a date and at a frequency you choose.

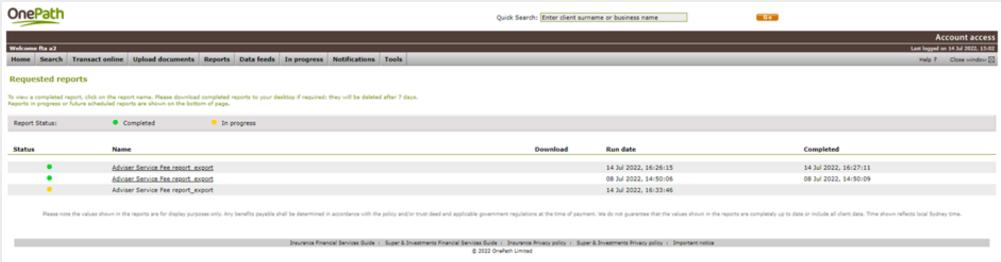


A confirmation page will be displayed with the report parameters requested displayed.



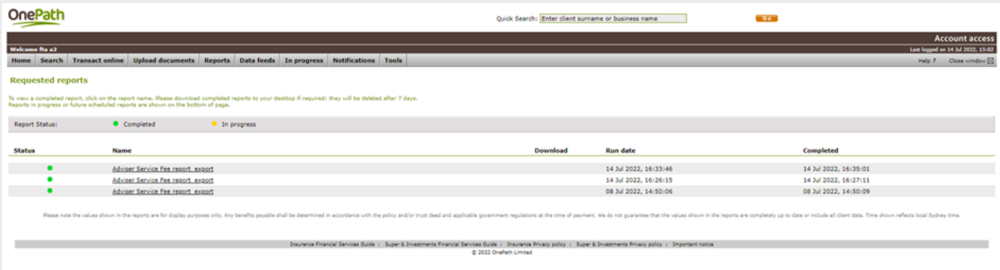
The report will show on the requested reports page. The Report Status icon will be yellow whilst in progress and will turn green once the report is complete.

All reports will be deleted after 7 days.



Once the Report Status is green you can click on the report link and the report will open in excel format. The excel spreadsheet can be saved.

If no data is available for the filters selected the excel report will be blank once opened.



Title	Given Names	Surname	DOB	Suburb	Sales Account number	Sales Account name	Policy number	Product code	Product name	ASF Type	Status	Start Date	End Date	Consent End Date	Frequency	Amount p.a.	Percentage p.a.	Deducted from
		SMITH FAMILY TRUST		HAWKESDALE	111111	John Person	111111	ONEAIS	OneAnswer Investment Portfolio	Ongoing				30/08/2023	Annual	550.00	0.00	All funds
Mr	Paul John	Smith	27/12/1935	VICTORIA POINT	K111	Jane Person	222222	APIF	ANZ OneAnswer Investment Portfolio	Fixed Term	Current	1/08/2022	30/04/2023		Monthly	0.00	1.62	OnePath Australian Share Trust
Mrs	Mary Anne	Jones	17/06/1959	TANAH MERAH	111111	John Person	333333	OAPSW	OneAnswer Frontier Personal Super	Fixed Term	Future	1/10/2022	30/06/2023		Monthly	0.00	1.33	T.Rowe Price Dynamic Global Bond

Will the ASF report display clients that have more than one type of ASF applied?

Yes, if your client has more than one type of ASF applied to their policy, the following will be displayed, if applicable:

- an Ongoing ASF only
- a current Fixed Term Arrangement ASF only
- a future Fixed Term Arrangement ASF only
- an Ongoing and a future Fixed Term Arrangement ASF
- a current and future Fixed Term Arrangement ASF.

Which products are captured in the new report?

- OneAnswer Investment Portfolio
- OneAnswer Personal Super
- OneAnswer Allocated Pension
- OneAnswer Allocated Pension TTR
- OneAnswer Term Allocated Pension
- OneAnswer Frontier Personal Super
- OneAnswer Frontier Pension
- OneAnswer Frontier Pension TTR
- OptiMix Trust
- OptiMix Superannuation

	• ANZ OneAnswer Investment Portfolio • ANZ OneAnswer Personal Super • ANZ OneAnswer Allocated Pension • ANZ OneAnswer Allocated Pension TTR • ANZ OneAnswer Term Allocated Pension • OneAnswer Frontier Investment Portfolio • OptiMix Allocated Pension • OptiMix Term Allocated Pension • Allocated Annuity • Deferred Annuity • Investment Savings Bond
What information is available in the ASF report?	• Full name • Title • Given names • Surname • Date of Birth • Suburb • Sales Account number • Sales Account name • Policy number • Product code • Product name • ASF Type • Status (only applicable for Fixed Term Arrangements) • Start Date (only applicable for Fixed Term Arrangements) • End Date (only applicable for Fixed Term Arrangements) • Consent End Date (only applicable for Ongoing AFSs) • Frequency • Amount p.a. • Percentage p.a. • Deducted From The status will show as either 'Current' or 'Future' for Fixed Term Arrangements. No status will show for Ongoing ASFs. 'Current' is for Fixed Term Arrangements (FTAs) that are active, and 'Future' is for FTAs that have a start date in the future.
How often is data refreshed for the ASF report?	Data is refreshed daily and is current as at close of business the previous business day.
How do I identify clients who have paid a One-off ASF?	Run a 'My remuneration – by Sales Account' report available under 'Adviser reports'. This report will show you the fees paid directly from your clients' accounts for a selected period.

ANY QUESTIONS?

If you'd like further information, please:

- speak with your Insignia Business Development Manager
- call Adviser Services on **1800 804 768**, weekdays between 8.30am and 6.30pm (AEST/AEDT)
- email us at **adviser@onepathsuperinvest.com.au**