

Guild Financial Planning and your Self Managed Super Fund

Is a SMSF right for you? / Investment Strategy / Ongoing Advice

Why do I need a financial adviser? How Guild Financial Planning can help.

*“A financial adviser can help you prepare an investment strategy and provide you with financial and investment advice.”**

*We recommend you speak to a SMSF professional (such as a licensed financial adviser) to discuss whether a self managed super fund is right for you.”**

- Australian Tax Office

Step 1: Determining if a self managed superannuation fund is right for you.

Your accountant or solicitor may be in a position to help you establish a self managed super fund (SMSF). Guild Financial Services holds an Australian Financial Services licence which means we have both the authority and experience to advise whether a SMSF is right for you.

Guild Financial Planning can work together with you, your accountant and your solicitor to evaluate your personal situation, and ensure that you make a confident and well informed decision when considering a SMSF.

Step 2: Co-ordinating an integrated team of professionals to get you going.

Once you've determined that a SMSF is right for you, Guild Financial Planning can further discuss what is involved in establishing and managing a SMSF. As a trustee, you are responsible for your fund, and you may decide that you need some assistance for some, or even all aspects of your fund's management.

Your Guild Financial Planner will respect your existing service and adviser relationships.

We will work together with your current service providers to either review your existing fund, or get your new fund started and running smoothly. However, should the need arise, your financial planner can also co-ordinate the professional services of the greater Guild Group on your behalf. One convenient contact point. One easy, seamless and flexible Guild Group service. It's your choice.

You will have access to:

Guild Lawyers: Setting up your SMSF by establishing a trust deed that sets out the rules for the establishment and operation of your fund.

Portfolio Administration Services: We will recommend a time saving service to help you manage the day to day administration, tracking and reporting of your portfolio of investments and assets – depending on your needs.

Guild Accountants: To assist you with your tax and financial reporting and record keeping, compliance and audit obligations.

Guild Commercial Finance: To assist you with your fund's financing requirements.

Step 3: Establishing and managing your Investment Strategy

The ATO advises that,

A financial adviser can help you prepare and implement an investment strategy for your fund and regularly review it. Your investment strategy must consider the risk and likely return from investments, diversification and liquidity of assets, cashflow, and the ability to discharge existing and prospective liabilities. Investment decisions must be made in accordance with this strategy and, if in doubt, you should seek investment advice.

An investment strategy sets out the fund's investment objectives and your plan to achieve them. The investment strategy provides a framework for making investment decisions to increase member retirement benefits. If your SMSF has multiple members, you must ensure that the investment strategy takes into account the personal circumstances of *all* the fund's members.

Guild Financial Planning has the expertise to assist you with this responsibility by offering you both *Initial Advice* and *Ongoing Advice Services*.

Seize today's opportunities. Create tomorrow's.

Guild Financial Planning's self managed super fund advice services

Initial Advice Service

This service is generally documented in the form of an initial Statement of Advice (SOA). It will assist you to:

- Develop and document the fund's investment objectives and the agreed actions required to achieve them as part of your investment strategy.
- Consider the full range of superannuation contribution and accumulation strategies that you may or may not have discussed with your accountant e.g. concessional contributions, transition to retirement, salary sacrifice and re-contribution; and determine appropriate strategies for you based on your financial goals and objectives.
- Select from a range of approved asset investments e.g. shares, direct property, managed funds, according to the needs of fund members – taking into consideration their ages, attitudes and tolerance to risk.
- Help you understand and manage your compliance obligations as a trustee by providing specific advice on an appropriate investment and contribution strategy for you and fund members in accordance with the Superannuation Industry Supervision Act 1993, and
- Keep a record of all investment decisions, documenting the approval of fund members to avoid future disputes, and to report any changes to the Australian Tax Office as part of your reporting obligations as fund trustee.

Additional services include:

- Recommendations concerning the appropriate insurance coverage for individual fund members, and
- Recommendation of other Guild Group SMSF specialists as required.

Ongoing Advice and Service

Once your SMSF is set up and operating, it is the responsibility of trustees to review their fund and keep up to date with legislative changes. Guild Financial Planning's *Ongoing Advice*

and *Service* gives you peace of mind by assisting with your fund's compliance and maximises your opportunities through a comprehensive review and reporting of your SMSF. Service components include:

Bi-annual Fund Review: A review of your fund's trust deed and investment objectives to ensure they meet the needs of your fund should members/trustees circumstances or superannuation laws change. Based on this review, we will recommend appropriate changes to long-term strategic asset allocations or switching of financial products, and any further advice, in a forward planning meeting.

Quarterly Fund Portfolio Reporting: This is a comprehensive report pack that documents your portfolio's valuation, asset allocation vs. risk profile/target asset allocation, enhanced transaction report, investment income report, and an economic market commentary.

Ongoing Trustee Assistance: Pension payments will be monitored so you can be sure that they are within super regulations and thresholds. We can also provide 'minutes' that support our recommendations, documenting each trustee/member's authority to proceed to protect you should there be future disputes regarding the fund.

Client Communication Service: We aim to keep you informed regarding financial matters and topical issues as they arise. This service includes, but is not limited to, quarterly newsletters and 'snapshot' overviews of the latest financial news.

Online Portfolio Valuation: Our online client facility allows trustees to view their fund's details, consolidated portfolio balances/reports, and insurance cover via a single secure web portal.

The Guild Group

A flexible solution that makes self managed super funds easy
Call Guild Financial Planning on 1800 333 143 for further information

*Source: www.ato.gov.au. Setting up a self-managed super fund (NAT 71923-03.2009)

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