



Terms of Engagement

For The Capilitan Group T/A C21 Financial and Flamingo Financial



THE CAPILITAN GROUP

SPECIALIST IN ALL AREAS OF MORTGAGES, DEVELOPMENT FINANCE AND INSURANCE



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TERMS OF ENGAGEMENT

Who we are

Adviser Julius Capilitan

Company The Capilitan Group T/A Century21 Financial and Flamingo Financial

Contact Details Address: Level 1, 193/195 Main Road Tawa, Wellington
Phone: 027 2777 352
Email: julius.capilitan@century21.co.nz

What we do

We specialises in helping clients achieve there goals through providing financial solutions in the area's finance, bank lending, kiwisaver and insurance products.

About me

I am an independent Registered Financial Advisor which is licenced under The Capilitan Group and is affiliated to Century21 Home Loans NZ as a contractor.

Experience and Qualifications

I have over 15+ years of Finance, Insurance, Investment and Banking experience. My areas of specialty have been in Residential and Commercial Lending, Personal and Business risk products, Kiwisaver and General Insurance products.

Growing up in Wellington, I pride myself on having an extensive external network of professionals, which if appropriate I can make available for my client's to help them find a solution. My career has been spent climbing the corporate ladder at ANZ, AXA investments (AXA investments is now AMP Capital), New Zealand Stock Exchange and Kiwibank.

I hold the latest NZ FMA qualifications to be able to trade as Registered Financial Advisor for my clients.

How I work with my clients

I work in the following manner;

- We will agree on areas of advice requirements and establish the terms of our engagement.
- I will get to know you and gather all the necessary facts of your situation and identify your specific needs and objectives.
- I will then analyse and research your circumstances & develop strategies to meet your needs and goals.
- I will facilitate the application process for agreed products and services.



- I will prepare & present a statement of advice outlining my recommendations & implement any such accepted recommendations.
- I will monitor the implementation & review these strategies and actions on a regular basis.
- I also provide an ongoing service of assisting you in managing the re-fixing of your mortgage facilities..

Memberships

I am a member the Institute of Financial Advisors and I am bound by their code of ethics.

Product Providers

I am an accredited adviser with the following companies and recommend the products and solutions I think best fit your circumstances and requirements:

Mortgages:

ANZ, ASB, Westpac, BNZ, SBS, Heartland Bank, TSB, Avanti Finance, Resimac, Fico, Cressida, FMT, Wroxton Finance and Southern Cross Finance.

Insurance

Asteron, Partners Life, NIB and Fidelity.

How we get paid

We have two options for how we get paid, we either charge the client a fee for service or we get paid commission from the banks and insurance providers.

Commission paid by the product provider;

On settlement of a mortgage, insurance, commercial or business loan. I receive commission from the below providers I deal with. The commission is generally of an upfront nature but may also include a small trail commission. I also do receive a fixed rate roll over fee from some providers if I assist in re fixing your loan.

Mortgages

ANZ	ASB	BNZ	TSB	WBC	Resimac	HL	FMT	WF	SC	FMT
0.85%	0.85%	0.65%	0.85%	0.60%	0.60%	*	*	*	*	*

*Fee for Service, We normally charge 1.25% of loan size.

In the rare event that you may require me to act on your behalf in a transaction whereby I do not receive a commission from the above panel of providers or you request me to act on your behalf with a provider we do not hold an accreditation with I may charge a one off fee for this work to be completed. Any such fee would be agreed in advance and authorised by you in writing.

Insurance

Partners Life	Asteron	Fidelity	NIB
1.50% + 0.2% trail	0.5% + 0.2% trail	1.7% + 0.1% trail	1.4% + 0.1% trail

Commission paid via Fee Based service, Approvals or if a Claw back is required;

For any lending, we charge \$250 per hour with the time we spend on putting a deal together from end to end. On standard home loan which is a New Purchase, Pre Approval, Refinance we will spend up to 10-20 hours, Construction loan 20-30 hours, Commercial loans 15-25 hours, Development finance 20-50 hours. We will help you through the finance process, preparing application’s, financial documentation, executing the borrowing strategy and settling the solution for your tailored needs.

During our terms of engagement, if we secure you a Finance/ Pre-approval and you decide to go to another broker or secure your finance direct through a direct channel. We reserve the right to invoice you for the work we have done. This will be based on the above hourly rates and time spent.

For Insurance Life, Health, Disability and Business risk we charge \$350 per hour with the time we spend on putting the proposal together. On a basic general insurance cover we will spend anywhere from 4-6 hours, Personal Life, Health and Disability 10-15 hours, Business Life, Health and Disability 25-40 hours for end to end process on finding you the perfect solution. Giving you advice, preparing the advice documents and settling the solution for your tailored needs.

Because we are a small business, we pride ourselves on the work we do through the advice and service we provide. From time to time we understand that people may need to cancel their insurance policies for various reasons or pay off the mortgage early.

We would like you to know that for any products taken and cancelled within a 24 month period, there may be a clawback from the provider which we reserve the right to charge you if the payment is charged to the advisor.

Client understanding

“... I am aware that The Capilitan Group T/A C21 Financial and Flamingo Financial receives a commission for the services and products offered. I am aware that in the event The Capilitan Group receive a Claw Back of any commissions (due to my/our cancellations or reductions in my mortgage, finance, benefit or lapse of policy), then I/we will personally be indebted to reimburse The Capilitan Group T/A C21 Financial and Flamingo Financial for the amount of the claw back and will pay The Capilitan Group within 7 days of their provision of any invoice for such an amount.”

Your Obligations

Any advice or product implementation provided as a result of this needs analysis can only be as good as the information received from you so I ask that you provide me with the information I request. Without relevant and correct information about your personal and financial situation I run the risk of giving advice that is not appropriate for your needs. If you are unsure as to why I need certain information please ask so that I can explain.

Privacy Act

1. It is understood that any information gathered for this needs analysis is personal and I undertake to keep this information confidential and secure.
2. The Privacy Act 1993 gives you the right to request access to and correction of, your personal information.
3. Information provided by you and or any authorised agent will be used by me and any members of my staff for the purpose of providing advice to you and may also be used by any:
 - a) product or service provider when implementing any of my/our recommendations or variations thereof;
 - b) compliance advisers or assessors who may need access to such information; and
 - c) other professionals such as solicitors, accountants, finance brokers, financial planners when such services are required to complement this advice and as requested by you.
4. The information will be held by me / us at:

Email: julius.capilitan@century21.co.nz
Address: L1, 193-195 Main Road, Tawa

Referral fees

Because the nature of our business and we have various different influencers and companies we work with to help generate the best results for our clients. As a nation-wide franchise the company pays referral fees to out head office and from time to time The Capilitan Group may pay referral fees for the business which has been referred to us. This can be a fixed fee or a percentage up to twenty five percent of the company commission. These are fees which the company will pay and has no cost to the client.

Scope of Service and Engagement

The following are the areas or advice or product that you are requesting from me, subject to any specific objectives or limitations of our engagement.

Unless noted below, our discussions and my advice will be in relation to:

Finance:

- Mortgage - Residential Bank Loan
- Small Business Loan
- Personal Loan
- Commercial Loan
- Development funding
- Construction loan

Insurance – Personal

- Life, Trauma and TPD
- Mortgage and Income protection
- Health/Medical cover

Insurance – Business

- Key person cover
- Life, Trauma, Disability

Insurance – General Insurance

- House, Car, Contents

Other – Please specify

Specific limitations of this analysis and/or advice documentation

Other specific objectives, tasks or terms of this engagement

Acknowledgements

I may be required to evidence that I have explained specific requirements or obligations and provided certain information to you. Can you please acknowledge by signing below that these requirements have taken place?

Disclosure Statement

I/We acknowledge that I/we have received a Disclosure Statement from the adviser named in this document. This document was current and dated:

Version 3. 18th January 2021

Provision of Information

I/We acknowledge the advantages of undertaking a full suitability (needs) analysis and the need to provide relevant personal and financial information and by not doing so I/we risk receiving advice or product recommendations that may not be appropriate to my/our needs.

Scope of Service

I/We understand the services being provided are restricted to the scope of service or subject to specific limitations indicated on the previous page.

Privacy Act

I/We acknowledge I/We have read and understood the information relating to the Privacy Act 1993 and how this information may be used.

Adviser Remuneration, Fees and Clawbacks

I/We acknowledge I/We have had the basis of adviser remuneration explained and I/we agree to the option indicated on the previous page.

Client name: _____

Client name: _____

Signature: _____

Signature: _____

Date: ____/____/____

Date: ____/____/____