



Wealth
Management
Limited

Independent
Financial
Advisers

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Information to help you understand our business

The Financial Markets Conduct (Regulated Financial Advice Disclosure) Amendment Regulations 2020 (the “Regulations”) requires us to make certain disclosures publicly available. The purpose of this disclosure is to help retail clients find the type of adviser services they are seeking.

Tōtara Wealth Management Ltd (the “Company”) holds a licence issued by the Financial Markets Authority (FMA) to provide a financial advice services.

LICENCE STATUS AND CONDITIONS

- Tōtara Wealth Management Ltd was issued a Financial Advice Provider (FAP) Licence on 3 June 2022 (FSP561456).
- Kevin O’Donnell, Meredith Cornelius and James Hunt provide Financial Adviser (FA) services to clients on behalf of the Company.
- There are no terms or conditions of the Company’s licence that limits or restricts the Company or its FAs from giving advice on behalf of Tōtara Wealth Management.

NATURE AND SCOPE OF ADVICE

- The Company provides financial planning and investment advice, typically for clients investing for, or during, retirement.
- The Company’s FAs are qualified and experienced to advise clients on a wide range of managed funds, Foreign Investment Funds (FIFs), listed NZ and global shares and bonds, term deposits and cash. The Company’s FAs can also provide comprehensive planning or general advice on KiwiSaver.
- The Company has no contractual relationship with any product provider and, as such, is free to advise our clients without product bias.
- The Company also provides financial advice relating to UK Pension Transfers.
- The Company’s FAs’ expertise lies in investment advice and retirement planning. While an FA may provide general financial planning advice about taxation, insurance, and estate planning, this is incidental to our core service, investment advice. If an issue is identified as needing review and/or advice by another qualified professional, clients are referred to suitable specialists.

FEES, EXPENSES OR OTHER AMOUNTS PAYABLE

The Company’s fee structure is straightforward and transparent.

1. **Financial Plan or Statement of Advice Fee:** Every client begins with a personalised, written Financial Plan or Statement of Advice, a one-off initial fee is charged for preparing, discussing, and implementing financial advice. This fee is disclosed before the plan or statement is prepared, payable following its completion and presentation, and 100% tax deductible.
2. **Ongoing Advice and Monitoring Fees:** For clients who accept investment recommendations contained in a written Financial Plan or Statement of Advice then establish an investment portfolio via our preferred wrap provider. Charges for ongoing monitoring and investment advice are then payable based on a percentage of the client’s portfolio valuation (deducted from the portfolio’s cash account each month). These charges are disclosed before establishing a portfolio and are typically tax deductible. The charges pay for:
 - Ongoing investment and financial planning advice
 - Our Discretionary Investment Management Services (DIMS), if applicable
 - Periodic reporting and client meetings
 - Annual tax report
 - Online portfolio access
 - Administration and custodial services
 - All contact with your FA
3. **Other:** Other charges are payable to others at various times depending on investment decisions, e.g., brokerage on the sale and purchase of securities, fund manager fees, currency exchange margins, etc.). These are disclosed when advice is given. We are happy to arrange an exploratory initial meeting at no charge.

CONFLICTS OF INTEREST, INCLUDING COMMISSIONS OR OTHER INCENTIVES

- A conflict of interest means a financial or any other interest, relationship, or other association of the Company's (including a director or FA) that would, or could reasonably be expected to, materially influence our choice of investments to buy or sell on your behalf.
- Tōtara Wealth may earn a commission, and an ongoing trail fee relating to the advice we provide on KiwiSaver. This typically ranges from 0.20% to 0.50% per annum depending on the KiwiSaver provider. Any commission or trail fee we earn is paid to us from the KiwiSaver fund manager and not at any extra cost to the client unless otherwise agreed by the adviser and the client.
- Except for KiwiSaver commissions above (where applicable), the Company has a policy prohibiting the acceptance of investment commissions or rebates arising from recommending or investing client funds. This policy is intended to minimise any conflicts of interest that could be reasonably expected to materially influence investment decisions made by the Company or your FA to buy or sell investments on your behalf.
- From time to time the Company and/or its FAs may accept 'soft commissions', defined as occasional business lunches, registrations at educational events, sporting events or gifts at Christmas from product providers the Company may or may not recommend.
- Amplifi Holdings Ltd is a majority shareholder in Tōtara Wealth Management Ltd and sole owner of Mint Asset Management, a New Zealand-based financial product provider that offers a suite of managed investment funds. Rebecca Thomas, majority shareholder of Amplifi Holdings Ltd and Director of both Amplifi and Mint Asset Management, also serves as a Director of Tōtara Wealth Management. While Mint products may be recommended to our clients from time to time based on client suitability, the Company is under no obligation (real or perceived) to recommend these products to our clients.
- Tōtara Wealth Financial Advisers receive a salary only and do not receive any type of commissions from Tōtara Wealth or any of the recommended funds.
- In the unlikely event that a conflict of interest was identified (real or perceived), it would be disclosed in writing before any investment is bought or sold.

COMPLAINTS PROCEDURE

- The Company has an internal complaints programme aimed to resolve any issue quickly, fairly and effectively.
- Clients may make complaints verbally or in writing, including by email.
- Complaints may be made to any member of the Company, and it will be addressed by a director or Financial Adviser. Written complaints may be emailed to: Kevin O'Donnell (ko@totarawealth.co.nz).
- If a complaint cannot be resolved via our internal complaints process, a client may choose to contact our Disputes Resolution Scheme provider, Financial Services Complaints Ltd – A Financial Ombudsman Service.

DISPUTES RESOLUTION PROCESS

Clients may choose to seek free and independent dispute resolution services through our Disputes Resolutions Scheme:

Financial Services Complaints Ltd (FSCL) – A Financial Ombudsman Service
PO Box 5967
Level 4, 101 Lambton Quay, Lambton Quay Wellington 6145
0800 347 257 | info@fscl.org.nz
Reference: Tōtara Wealth Management Ltd, Member Number 6923

AVAILABILITY OF INFORMATION

This information is being provided free of charge and may be requested in hard copy by emailing admin@totarawealth.co.nz.

DUTIES INFORMATION

Tōtara Wealth and its FAs are bound to the duties of the Financial Markets Conduct Act to:

- Meet the standards of competence, knowledge and skill set out in the Code of Conduct; and
- Give priority to your interests; and
- Exercise care, diligence, and skill; and
- Meet the standards of ethical behaviour, conduct, and client care set out in the Code of Conduct.