



CRAIGS[®]
INVESTMENT PARTNERS

Account Name

Account Number

Private Wealth Client Discovery Questionnaire



UNDERSTANDING YOUR INVESTMENT PROFILE

Client Discovery Questionnaire

This questionnaire has been designed to assist advisers gain an understanding of your financial situation, financial objectives and your risk profile.

Tell us about your investment profile

The information you provide will be used by your adviser to determine what portfolio asset allocation (mix of assets) is most appropriate for you. This questionnaire has been developed with reference to international best practice.

Contents

| | |
|-------------------------------------|------|
| How to use this Questionnaire | / 01 |
| Discovery Information | / 02 |
| Risk Tolerance Questionnaire | / 06 |

How to use this questionnaire

Complete this Client Discovery Questionnaire. Then use the scoring sheet to validate the suggested asset allocation. The asset allocations provided are the Craigs Investment Partners sample portfolio allocations.

Your adviser will use the information gathered in this form as one input into the advice process. When developing their recommendations for you, they will also draw on their discussions with you and their assessment of your circumstances, objectives, and their own judgement of your risk tolerance.

They will also be mindful of a range of other issues that can influence risk tolerance, such as;

- Couples can have differing attitudes to risk that need to be accommodated
- Beneficiaries of a trust can also have different risk tolerances that need to be accounted for

A risk assessment should be completed for all new clients and for existing clients to re-confirm their risk profile as needed, or following a major change in their circumstances and/or objectives.

A Account Details

Client Account Name

Account Number *if an existing client*

Investment Adviser

ACCOUNT TYPE

please select one

- Individual Joint Partnership Incorporated Entity Unincorporated Entity
e.g. Club
- Trust Deceased Estate Charitable Trust Company

B Discovery Information

B1 Personal Details

NAME(S) & ADDRESS

Name

Occupation

Age

Name

Occupation

Age

Address *main contact address*

Post code | | | | |

Phone *main contact phone number*

Email

B2 Trust / Company Details *complete if a trust, company or other entity.*

Trust / Company Name

Type of Trust *e.g. family*

Trust Duration

Trust Objectives

Trust Settlor Name(s)

Trustee / Director Name(s) *note if any trustee/director is authorised to communicate decisions*

Trust Beneficiary Name(s) *detail classes and income/capital requirements*

Trustee Investment Powers *does the trust deed specify any investment powers for trustees?*

C Financial Details

C1 Financial Situation

Amount to Invest

Source of Funds

\$

C2 Financial Summary

ASSETS

Home Value

\$

Bach Value

\$

Investment Property Value

\$

Deposits

\$

Existing Investments

\$

Other Assets

\$

Total Assets

\$

Notes

Liabilities

\$

Net Assets *total assets less liabilities*

\$

INCOME

Current Annual Income *all sources*

\$

Tax Rate

Intended Retirement Age *if relevant*

Required Retirement Income (after tax) *if relevant*

\$

Sources of Retirement Income *if relevant*

DEPENDENTS

Yes

No

Details

CAPITAL

Future Expenses *are there any major requirements (including capital expenses) that should be taken into account?*

Details

\$

\$

\$

Capital Income *are there any anticipated injections of capital?*

Details

\$

\$

\$

INSURANCES & SUPERANNUATION

please select all applicable options

Insurances in Place

Life Insurance

Income Protection

Mortgage Protection

Health & Disability Insurance

Other

Superannuation

KiwiSaver

NZ Superannuation Savings

Overseas Pension

Notes / Other

ASSET PROTECTION

Wills

Yes No

Power of Attorney

Yes No

Family Trust

Yes No

Other

PROFESSIONAL ADVISERS

Accountant Name / Firm

Contact Phone

Solicitor Name / Firm

Contact Phone

Other Name / Firm *if relevant*

Contact Phone

D Financial Objectives

Objectives *please select all applicable options and provide details if required*

Saving for retirement
e.g. target capital on retirement date of \$

Providing retirement income and growing the capital at a rate that exceeds inflation
e.g. income required per year of \$

Providing retirement income by drawing down capital
e.g. income required per year of \$

Capital growth only
no income required

To fund a major purchase
e.g. amount required for fund of purchase

Legacies to consider
for future generations, charitable donations

Other

Portfolio Investment Restrictions *will there be any ethical issues to consider or securities or sectors to exclude?*

E

Risk Tolerance Questionnaire

Select **one** response per question that is most appropriate for you.

1. What best describes your financial goals for this portfolio?

- a. Protect capital (ignoring inflation) and generate an income stream
- b. Achieve moderate capital growth (inflation protection) and generate an income stream
- c. Growth is the priority; no need for income in the short-term
- d. Aggressive capital growth

2. Please estimate how much reliance you may have on this portfolio to meet your financial goals?

- a. Very high - this portfolio represents over 75% of my total net assets and I will have a high reliance on it to meet my financial goals
- b. High
- c. Moderate
- d. Low
- e. Very low - this portfolio is a small proportion of my total net assets (less than 25%) and I have other capital that can meet my financial goals

3. Your current and future income sources (such as salary, superannuation etc) are:

- a. Unstable
- b. Reasonably stable
- c. Stable

4. When it comes to investing you would describe yourself as:

- a. Inexperienced
- b. Somewhat experienced
- c. Experienced
- d. Very experienced

5. Do you require income from your portfolio?

please provide more detail on your income requirements as noted in question 1

- a. Yes, a fixed amount that may exceed the income received from interest and dividends
- b. Yes, I wish to withdraw only the income generated by the portfolio from interest and dividends, accepting that this income will fluctuate
- c. Yes, I wish to withdraw only a portion of the income generated by the portfolio and reinvest the remainder within the portfolio
- d. No, I do not currently require income from this portfolio, but will in future
- e. No, I do not intend to ever withdraw income from this portfolio

6. You plan to keep this portfolio invested for:

- a. Less than 3 years
- b. 4 - 8 years
- c. 8 - 15 years
- d. More than 15 years

7. Which statement best describes your initial view on risk and return:

questions 9 and 10 offer more detail on risk and return

- a. Security is far more important than return. You are prepared to accept low returns to ensure your capital is not at risk
- b. You are willing to accept a low to medium level of risk to achieve slightly higher potential returns
- c. You are comfortable accepting a medium level of risk to achieve above-average potential returns
- d. You are willing to accept a high level of risk to seek high potential returns

8. When you come to review your portfolio, would you focus more on the performance of individual investments within the portfolio or the portfolio's overall return?

- a. While overall portfolio performance is important, you would tend to focus on the performance of individual investments within the portfolio
- b. You are only concerned with the portfolio's overall return

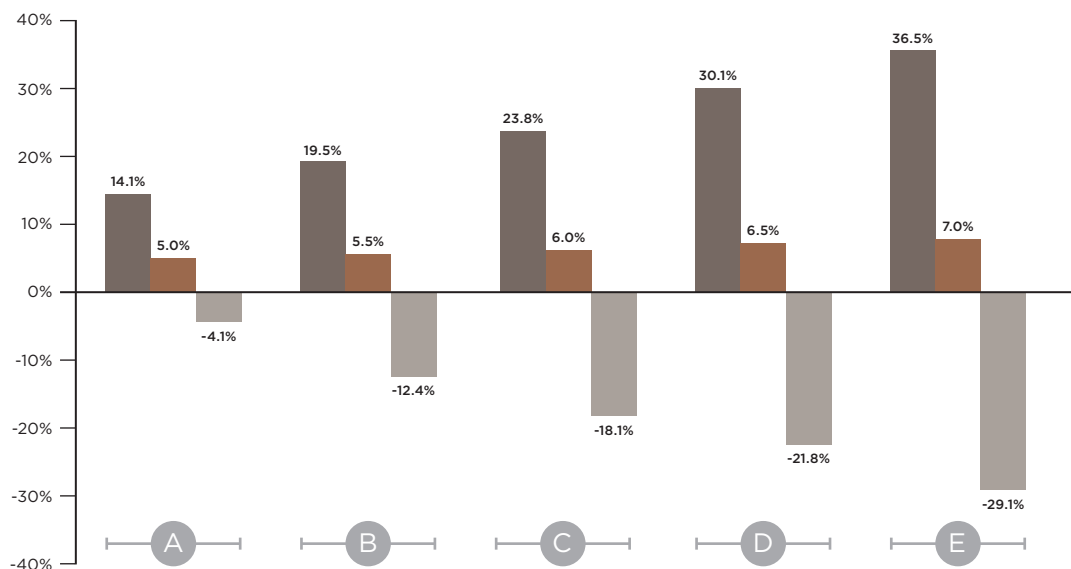
9. It is often said that your portfolio should not keep you awake at night. This is referred to as 'the sleep test'. By how much could your portfolio fall in value before you would begin to feel uncomfortable:

- a. Any fall in value would make me feel uncomfortable
- b. 5%
- c. 10%
- d. 15%
- e. 20% or more

10. The chart below shows the best, worst and average 12-month returns for five different portfolios*. Given the potential range of positive and negative returns and indicative average return, you would be most likely to invest in:

- a. Investment A
- b. Investment B
- c. Investment C
- d. Investment D
- e. Investment E

■ Best 12 month return
■ Indicative average return
■ Worst 12 month return



** Figures are indicative only*

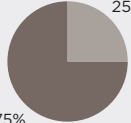
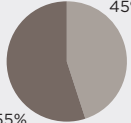
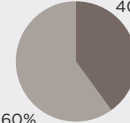
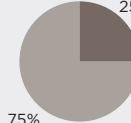
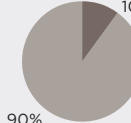
Scoring the Questionnaire

Complete the table below and sum the points for each answer. Use the score to identify the risk description and suggested asset allocation.

| Question | Answer | | | | | Points |
|--------------------|--------|---|----|----|----|--------|
| | A | B | C | D | E | |
| 1. | 1 | 2 | 4 | 5 | | |
| 2. | 1 | 2 | 3 | 4 | 5 | |
| 3. | 1 | 2 | 3 | | | |
| 4. | 0 | 1 | 2 | 3 | | |
| 5. | 0 | 1 | 2 | 3 | 4 | |
| 6. | 0 | 1 | 2 | 3 | | |
| 7. | 0 | 8 | 13 | 15 | | |
| 8. | 1 | 5 | | | | |
| 9. | 0 | 6 | 12 | 14 | 17 | |
| 10. | 1 | 6 | 9 | 12 | 15 | |
| Total Score | | | | | | |

| Results | |
|----------------------------|--|
| Indicative risk tolerance | |
| Suggested asset allocation | |
| Comments | |
| | |
| | |
| | |
| | |
| | |
| | |

| Score | 5 - 24 | 25 - 39 | 40 - 54 | 55 - 64 | 65 - 75 |
|----------------------------|--------------|-------------------------|----------|-----------------------|-------------|
| Risk Description | Conservative | Moderately Conservative | Moderate | Moderately Aggressive | Aggressive |
| Suggested Asset Allocation | Conservative | Balanced Income | Balanced | Balanced Growth | High Growth |

| Portfolio Profile | Conservative | Balanced Income | Balanced | Balanced Growth | High Growth |
|--|--|--|--|--|--|
| Asset Allocations | | | | | |
| <ul style="list-style-type: none"> ■ Income assets % of total ■ Growth assets % of total |  <p>75% / 25%</p> |  <p>55% / 45%</p> |  <p>60% / 40%</p> |  <p>75% / 25%</p> |  <p>90% / 10%</p> |

| Investor Suitability | Conservative | Balanced Income | Balanced | Balanced Growth | High Growth |
|---|--|--|--|--|--|
| <p>Suitability - The type of investor/s that may be suited to each portfolio.</p> <p><i>Note, these comments are general only - there will be many exceptions to the examples detailed here.</i></p> | Often suits retired people more interested in capital protection and current income than inflation protection. Also those who will need to draw on capital in the near-term. | People in or near retirement who require a regular income but also inflation protection. Need to be comfortable with a moderate level of risk. | People who have some need for current income but future income and growth is a priority. Need to be comfortable with above-average risk. | People who have a longer investing time horizon and more focus on future than current income. They must be able to tolerate a relatively high level of risk. | People who have a long-term investing time horizon and more focus on future than current income. They must be able to tolerate a high level of risk. |

| Signatures | |
|-------------------------------|-------------------------------|
| | |
| D D M M Y Y Y Y | D D M M Y Y Y Y |
| Client | Date |
| | |
| Adviser | Date |
| | |

Disclaimer:

This risk tolerance assessment is intended to assist in identifying an investor's general attitude toward investment risk and should not be considered investment advice. It should be noted that the investment returns included in the questionnaire are based on historical data and are not indicative of future returns. With an individual's circumstances evolving over time, it is important to regularly review your asset allocation to ensure it remains appropriate and that you are comfortable with the level of risk associated with the portfolio allocation. The suggested asset allocations in this questionnaire are based on Craigs Investment Partners five strategic portfolio

allocations, the underlying assumptions for which are reviewed and updated on a regular basis.

Craigs Investment Partners Limited have based this report on the information that you have provided and to this end any information that you did not disclose or the under / over statement of the information that you have provided could impact the results of the risk tolerance assessment. Craigs Investment Partners Limited, its partners and employees, do not accept liability for the results of any actions taken or not taken upon the basis of information in this report. Those acting upon the information do so entirely at their own risk.



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