

KEY INVESTOR FEATURES OF THE Portfolio Administration Service



Royston Capital

AFSL 438262

Ongoing Reporting & Communication:

Quarterly or monthly investment reporting (email or post) including, but not limited to:

- Performance summary
- Asset class allocation
- Summary of transactions
- Detailed investment income and expense summary
- Realised and unrealised capital gains tax summary

Annual Tax Reporting

- Investment income and relevant tax components
- Realised and unrealised capital gains tax summary
- Summary of all investment transactions
- Summary of all corporate actions
- Expenses summary
- Access to original dividend and distribution statement

Administration

- In-house mail service
- Collection and processing of all investment paperwork
- Processing of corporate actions
- Complete security via private login details

Investment Options

- All ASX listed securities
- Managed funds
- Exchange Traded Options
- Term deposits from over 30 providers
- Fixed interest bonds
- Margin lending
- Property
- Exchange Traded Funds (ETFs)
- Managed Discretionary Accounts (MDAs)
- International Equities
- Private Assets

“ Tailored to the busy investor.
You will never have to worry about
administration again.”

Online Access

- 24/7 access to your investments
- Flexible portfolio reporting
- Data downloads and uploads
- Complete security via private login details

Transparent Fees

- An agreed tax deductible advice fee
- No entry / exit fees

SMSF

- Full SMSF administration
- SMSF establishment/transfer
- Ongoing reporting
- Annual fund return and compliance
- Audit

Consolidated Reporting

You can view all your investments in the one report and don't have to refer to multiple sources of information, and get an accurate picture of your financial position at any time.

Ability To Hold All Assets In The One Spot

From shares, bonds and cash, to property, gold and artwork. You can record all

your assets in the one place.

Eofy Tax Reporting

One consolidated report with all the information required to complete your tax return, will save time and money at EOFY.

Mail House

PAS becomes the mailing house for all correspondence relating to your portfolio. For example share registries, fund managers and margin lenders. All mail is scanned and lodged against your profile on our platform.

Time Saving

By removing all the administration related to your portfolio, you are free to spend more time investigating investment opportunities, or whatever you prefer.

Online Access

24/7 secure online access to view your portfolio.

Corporate Actions

PAS will receive all information and action on your behalf, only after instruction from your advisor.

SMSF

An SMSF solution your advisor controls and if required can give restricted third party access to other parties involved in your SMSF.

PAS Deals With All Third Parties

PAS deals with all the parties involved in your portfolio. Including share registries, fund managers, margin lenders, TD providers and Banks.

Daily Reconciliations

PAS reconcile the clients portfolio every day, meaning any incorrect or unusual transactions are identified immediately. Daily reconciliations mean you always have an accurate snapshot of your investments.

Dividends

PAS will ensure all dividends are received and reconciled on your behalf.

One Signature

Once you sign the Royston Capital New Client Agreement you should never have to sign another piece of paperwork.

“ Market leading reporting on all of your investment at your fingertips