MA Financial Group

Redcape HOTEL GROUP

Redcape Hotel Group

Redcape Hotel Trust I ARSN 629 354 614; and
Redcape Hotel Trust II ARSN 629 354 696

Identification Form – Partnerships and Partners

Guide to completing this form

- This form is for PARTNERSHIPS AND PARTNERS.
- Provide details for the Partnership's Beneficial Owners (Section 1.4) and provide separate INDIVIDUAL ID Forms for each of these Beneficial Owners.
- Provide a separate Customer ID Form for ONE of the Partners (Section 1.5), unless an ID Form has been provided for this partner as a Beneficial Owner.
- Complete all applicable sections of this form in BLOCK LETTERS.
- Contact MA Financial Group Client Services via MAclientservices@MAFinancial.com or by telephone on +61 2 8288 5594 for any queries.

Section 1 – Partnership Identification Procedure

1.1 General Information

Full name of Partnership

Registered business name of Partnership (if any)

Country where Partnership established (if not established in Australia)

1.2 Type of Partnership (whether the Partnership is regulated by a professional association and if so, provide the information requested)

Is the Partnership regulated by a professional association?

☐ **Yes** (Provide details below) ☐ **No**

Provide name of association

Provide membership details

1.3 Contact Information

Full given name(s)	Surname

Email	Phone number

1.4 Beneficial Ownership

Are there any individuals who ultimately own 25% or more of the Partnership; or are entitled (either indirectly or directly) to exercise 25% or more of the voting rights of the Partnership, including power of veto?

☐ **Yes** (complete 1.3.1) ☐ **No** (complete 1.3.2)

1.4.1 Beneficial Owners

Provide the names of the individuals who ultimately own 25% or more of the Partnership; or are entitled (either indirectly or directly) to exercise 25% or more of the voting rights, including power of veto.

Complete separate individual customer ID Form for each of these individuals.

Full given name(s)	Surname

Full given name(s)	Surname

Full given name(s)	Surname

Full given name(s)	Surname

If Beneficial Owner name/s are provided above, proceed to section 1.4.

1.4.2 Other Beneficial Owners

If there are no individuals who meet the requirement of 1.3.1, provide the names of the individuals who directly or indirectly control* the Partnership.

* includes exercising control through the capacity to determine decisions about financial or operating policies; or by means of trusts, agreements, arrangements, understanding & practices. If no such person can be identified then the most senior managing official/s of the Partnership (such as the Managing Partner or Senior Managing Official).

Complete separate individual customer ID Form for each of these individuals.

Full given name(s)	Surname	Role (such as Managing Director)

Full given name(s)	Surname	Role (such as Managing Director)

If there are more Beneficial Owners, provide details on a separate sheet and tick this box ☐

1.5 Partnership Details – ALL Partnerships

Provide the name of one of the Partners AND complete a separate customer ID form for this Partner (unless this Partner has already provided a customer ID form in section 1.4).

Partner

Full given name(s)/ Business name	Surname

1.6 Partnership Details – Partnerships not regulated by a professional association

If the Partnership is not regulated by a professional association, provide the names and addresses of all the other Partners.

Partner 1

Full given name(s)/ Business name	Surname

Residential/ Business Address – (Note P.O. Box is not acceptable)

State	Postcode	Country

Partner 2

Full given name(s)/ Business name	Surname

Residential/ Business Address – (Note P.O. Box is not acceptable)

State	Postcode	Country

Partner 3

Full given name(s)/ Business name	Surname

Residential/ Business Address – (Note P.O. Box is not acceptable)

State	Postcode	Country

If there are more Partners, provide details on a separate sheet and tick this box ☐

Section 2 – Partnership Verification Procedure

Partnership verification procedure

Information to be verified:

- Complete Part I (for all Partnerships) and
- Complete Part II (if the Partnership is regulated by a professional association).

PART I – ACCEPTABLE ID DOCUMENTS – to verify Partnership name

Verification options (select one of the following options used to verify the Partnership)

- [ ] An original, a certified copy or certified extract of the Partnership agreement. *
- [ ] A certified copy or a certified extract of minutes of a Partnership meeting. *
- [ ] An original current membership certificate (or equivalent) of a professional association. *
- [ ] Membership details independently sourced from the relevant professional association. *
- [ ] A search of the relevant ASIC, government or other regulator's database (such as ABN lookup).
- [ ] A notice issued by the Australian Taxation Office within the last 12 months e.g. Notice of Assessment. Block out the TFN before scanning, copying or storing this document.
- [ ] An original or certified copy of a certificate of registration of business name issued by a government or government agency in Australia. *

PART II – ACCEPTABLE ID DOCUMENTS – to verify membership of a professional association

Verification options (select one of the following options used to verify the Partnership)

- [ ] An original current membership certificate (or equivalent). *
- [ ] Membership details independently sourced from the relevant association. *

* Documents that are written in a language that is not English, must be accompanied by an English translation prepared by an accredited translator

Important note

- Ensure that individual customer ID Forms have been provided for EACH of the Partnership's Beneficial Owners as per 1.4 AND
- Ensure that a customer ID Form has been provided for ONE of the Partners as per 1.5 AND
- Either attach a legible certified copy of the ID documentation used to verify the Partnership and selected partner (and any required translation).

Privacy Statement

MA Financial Group Privacy Statement:

The Responsible Entity, Manager and their service providers may collect, hold, and use Investors' personal information in order to service Investor's needs, service the needs of the Responsible Entity or the Manager and for other purposes permitted under the Privacy Act 1998 (Cth). Tax and company law also require some specific information to be collected in connection with investments and to provide this to certain Government authorities. Investors' information may be disclosed to the agents of the Responsible Entity or Manager and their service providers, including, without limitation, the fund administrator, on the basis that they deal with such information in accordance with the MA Financial Group privacy policy available at https://mafinancial.com/privacy-policy/.
An Investor's personal information may also be used to administer, monitor, and evaluate products and services, gather, aggregate and report statistical information, assist the investor with any queries and take measures to detect and prevent fraud and other illegal activity. The Responsible Entity or Manager may also be allowed or obliged to disclose information by law and to report on risk management matters. Any Investors who have concerns about the completeness or accuracy of the information that the Responsible Entity or Manager has about them or who would like to access or amend their personal information should contact Manager or Responsible Entity at MAclientservices@MAFinancial.com. Investors who wish to receive a copy of the MA Financial Group privacy policy should also contact the contact Manager or Responsible Entity. By providing information pursuant to this notice the Investor agrees to the Manager and Responsible Entity collecting, storing, using and disclosing personal information in accordance with the MA Financial Group privacy policy.

Boardroom Pty Limited Privacy Statement:

Personal information in this form is collected by Boardroom Pty Limited ('Boardroom"), as registrar for the issuer of the securities you hold. Boardroom Pty Limited's privacy policy can be viewed on our website (www.boardroomlimited.com.au). Your personal information is required for administration of the register of security holdings. Should some or all of the requested information not be provided, correct administration of your security holding may not be possible. Your personal information may be disclosed to the issuer of the securities you hold, its or our related bodies corporate, external service companies such as print or mail service providers or otherwise as permitted by law. If, in accordance with the provisions of the Corporations Act the issuer of the securities you hold approves, you may be sent marketing material in addition to general corporate communications. You may elect not to receive marketing material by contacting Boardroom Pty Limited. You can obtain access to your personal information and (if required) advise of any incorrect, inaccurate, or out of date data information held, by contacting Boardroom Pty Limited on 1300 737 760.

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