



**churches
of Christ**
in NSW & ACT

Unity. Restoration. Life.

The Churches of Christ Investment Fund (NSW & ACT) Hardship Policy (“**Hardship Policy**”) (as of 1 January 2017)

The Churches of Christ
Property Trust ABN 73 068
989 953 (the “**Trust**”) is the
controlling entity of the
Fund

1. Application of Hardship Policy

This Hardship Policy (“**Policy**”) applies to the Churches of Christ Investment Fund (NSW & ACT) (the “**Fund**”). The Churches of Christ Property Trust ABN 73 068 989 953 (the “**Trust**”) is the controlling entity of the Fund.

2. Purpose

The purpose of this Hardship Policy is to set out the terms upon which:

- (a) a person who has invested any monies in the fund (an “**Investor**”), who experiences financial hardship, may request the repayment of all or part of those funds prior to the date for the repayment of those funds which would otherwise apply having regard to the terms upon which the funds were invested with the Fund; and
- (b) the Fund may in response to any such request pay to the Investor some or all of the funds invested with the Fund prior to the date for the repayment of those funds which would otherwise apply having regard to the terms upon which the funds were invested with the Fund.

3. Underlying Basis of the Policy

The Fund desires to assist Investors who experience financial hardship, and who would be assisted by having early recourse to their funds invested with the Fund, to do so in order to enable them to alleviate or address any such financial hardship.

4. Financial Hardship

Under this Policy, “financial hardship” refers to each and all of the situations described in (a), (b) and (c). The situations are:

- (a) where, as a result of the Identified Circumstances, without recourse to the Investor’s funds invested with the Fund an Investor is unable to meet the Investor’s financial obligations as and when they fall due for payment;
- (b) where, as a result of the Identified Circumstances, without recourse to the Investor’s funds invested with the Fund an Investor considers the Investor will be unable, in the foreseeable future, to meet the Investor’s financial obligations as and when they fall due for payment; and
- (c) where, as a result of the Identified Circumstances, without recourse to the Investor’s funds invested with the Fund an investor is unable to meet previously unforeseen financial needs or demands.

The “Identified Circumstances” are such circumstances as are determined by the Fund as circumstances giving rise to financial hardship and include (but are not limited to):

- a breakdown in a relationship;
- collapse of financial markets;
- financial failure of:
 - ◆ a business;
 - ◆ a business partner;
 - ◆ an enterprise;
 - ◆ a company;

- ◆ an employer; or
- ◆ an investment institution.
- illness;
- death;
- injury;
- unforeseen medical expenses;
- poor financial management;
- unemployment; and
- events beyond the control of the Investor.

5. Assistance not always able to be provided

While this Policy is for the purpose of seeking to assist Investors who experience financial hardship and who apply for early repayment of their investment (or part of it) for prudential reasons the Fund may not always be able to provide assistance in that manner. Whether the Fund is able to provide assistance will depend on the relevant facts and circumstances at the time any application for early repayment is received under this Policy.

6. Eligibility

Any Investor experiencing financial hardship may apply for assistance under this Policy.

7. Application Requirements

To apply for assistance under this Policy an Investor (“**Applicant**”):

- (a) must complete, sign and must submit to the Fund, the Fund’s form of “Application for Assistance arising out of Financial Hardship” (“**Application**”); and
- (b) must provide the Fund with such information and copies of documents as the Fund requires in relation to the Application which the Fund requests.

8. Timeframe for assessing applications

The Fund endeavors to determine Applications under this Policy (which meet the requirements of this Policy) in accordance with the terms of this Policy as quickly as possible (and in any event within 14 days of the date of the receipt of any Application which is received on or before the 12th day of any month). The Fund endeavors to notify each Applicant of the result of the Applicant’s Application within 5 days of the date on which the Fund determines the Application. Where an Application is approved the amount approved for repayment shall be paid to the Applicant as soon as practically possible after the Application is approved.

9. Basis for Consideration

The Fund will consider and determine any Application on the basis of:

- (a) the provisions of this Policy;
- (b) such prudential considerations as the Fund determines are relevant in the circumstances; and
- (c) the law applying to the Fund.

10. Refusal of an application for assistance

If an Application is refused, the Fund will notify the Investor in writing of its decision. The notification will contain a statement as to the basis for the refusal of the Application.

11. Dissatisfaction with determination of Application

Where an Applicant is dissatisfied with any determination of any Application, the Applicant may request a reconsideration of the Application. Any such request for a reconsideration of the Application must include details of facts and circumstances (and where applicable copies of documents) which address the issues arising out of the Fund's statement as to the basis for the refusal of the Application.

12. Overriding Considerations

The rights of an Investor under this Policy are at the discretion of the Fund. Nothing in this Policy confers any entitlement (as of right) on any Investor to the early repayment of any funds invested with the Fund.

13. Publication of the Policy

This Policy shall be published in such manner as the Fund determines from time to time and made available to any Investor on request.