

Aspen Parks Property Fund Hardship Facility Application Form & General Information

Aspen Group offers a hardship facility to allow investors access to some of their investment funds where they can meet the requirements of the policy. The Manager, acting for Aspen, will make best endeavours to assist any Investor who may urgently need to redeem their investment. Hardship claims will be reviewed by the Compliance Manager in line with the guidelines outlined below.

Please read this information carefully prior to completing the hardship statutory declaration and application form.

Financial hardship policy

The Australian Securities & Investments Commission (ASIC) may grant operators of property funds the ability to provide an early withdrawal mechanism for investors where there is hardship, in preference to all other investors. Aspen is not bound by ASIC approved mechanisms under this facility, but will observe the guidelines it has laid down.

To receive a withdrawal based on financial hardship, applicants may apply in the following circumstances:

- Severe financial hardship
- Unemployment
- Compassionate grounds
- Permanent incapacity

Benefit amount

Amounts paid by Aspen will (where possible) be commensurate with the hardship claimed but will often be less than the claimant's full account balance. Aspen will have sole discretion for the determination of the amount paid for a claim after considering the nature of the claim and the availability of funds to meet it.

Additional evidence

The application attached states the minimum amount of information a claimant should provide to Aspen to enable it to assess any application for hardship withdrawal. Relevant information must be included in a properly completed and witnessed statutory declaration. They should provide an original certified copy of as many relevant supporting documents as possible. Aspen may request further information if required to make a decision. Applications without supporting material will not be accepted.

Timeframe

If a hardship withdrawal application is accepted, it will usually be paid by the end of the month following the quarter in which it was received, based on a unit price being equal to the Net Asset Value of the securities at the end of the quarter, less a small transaction expense.

Properly completed applications will be considered in the order in which they are received and no priority will be given to either the assessment of an application or payment of hardship withdrawal, of one Hardship application over another.

Statutory declaration

To apply for the withdrawal of your investment through the financial hardship policy, you are required to sign the Statutory Declaration which is part of this document. The Statutory Declaration requires you to attest to the truth and accuracy of the information that you have provided.

This document forms part of the evidence that Aspen will review in deciding whether to approve your application.

Privacy

All documents will be treated in accordance with Aspen's Privacy Policy. Further information and a copy of the privacy policy can be found at www.aspengroup.com.au

Please note

Aspen may require further information from you in order to assess your application. If you do not provide sufficient information this may delay our assessment of your application.

If you are invested in the Aspen Parks Property Fund indirectly via master trust or wrap (also referred to as Investor Directed Portfolio Service (IDPS)), you must contact your IDPS provider who may apply on your behalf. The IDPS provider must comply with any obligations under the terms of the relevant trust or arrangement under which it acts and all other applicable laws.



Aspen Funds Management Ltd
 ABN 48 104 322 278

Manager For:

Aspen Parks Property Trust
 ASRN: 108 328 669

Aspen Parks Property Management Limited
 ABN: 91 096 790 331

Level 8, Septimus Roe Square,
 256 Adelaide Terrace, Perth,
 Western Australia 6000

All correspondence to:
 PO Box 3442
 PERTH, Adelaide Terrace WA 6832
 T: (08) 9220 8400
 F: (08) 9225 7411
 E: funds@aspengroup.com.au
 W: www.aspengroup.com.au

Aspen Parks Property Fund Hardship Application and Statutory Declaration

1. Registered Holding Name(s) in full:

Note: this **must** be the same as the Holding Name on the Holding Statement issued by the Fund, include names of Trustees in full and any relevant Trust or Superfund designations where applicable

2. Registered Address:

Suburb: _____ State: _____ Postcode: _____

3. Security Reference Number (SRN):

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Note: this number can be found on the Holding Statement issued by the fund

4. Contact details:

Name:	Daytime Telephone Number: ()
Mobile Telephone Number:	Email Address:

5. Hardship criteria

Cross the relevant criteria that applies to you and provide the original certified copy of the relevant supporting documents associated with that criteria.

Severe financial hardship/unemployment	<input checked="" type="checkbox"/>
To enable the investor to meet reasonable and immediate living expenses for themselves and their dependents.	
Minimum additional documentation to provide	
<ul style="list-style-type: none"> • Copy of a Centrelink letter confirming you are currently receiving Commonwealth Government income support payments and have been receiving them for a continuous period of at least 3 months. Receiving Austudy or Youth Allowance (if you are studying full time) does not meet this requirement. • Copies of bills which are due and cannot be paid. • Copies of most recent payslips or bank statements. • Copy of your lease or other evidence of rental payments in relation to your principal place of residence. 	

Permanent incapacity	<input checked="" type="checkbox"/>
Where the investor has ceased gainful employment by reason of mental or physical ill —health and Aspen is satisfied that the investor is unlikely ever again to engage in gainful employment of the type for which the investor is reasonably qualified by education, training or experience.	
Minimum additional documentation to provide	
<ul style="list-style-type: none"> • A medical certificate by two registered medical practitioners (at least one of whom must be a specialist) which includes a description of the investor's condition, current treatment, prognosis that it is unlikely that the investor can ever be gainfully employed in a capacity for which the investor is reasonably qualified because of education, experience or training. 	

7. Declaration and Investors Signature:

ALL INVESTORS MUST SIGN AND DATE THIS FORM

By signing this form I declare that:

- The information provided in this form, and all accompanying documentation, is true and complete;
- I am experiencing the hardship outlined in Section 5, and I do not have access to any assets (apart from my home) that could reasonably be used or sold to pay for the expenses arising from the hardship and that (with the exception of borrowing) I have made every effort to find alternative sources of funds to meet my immediate needs;
- I am aware and understand that I can only apply for a hardship withdrawal as necessary to relieve the immediate hardship outlined in this declaration;
- I will use the money (if redeemed from this investment) for the purpose for which it has been redeemed;
- I make this declaration under the Statutory Declaration Act 1959 (Cth) and am subject to the penalties provided in that Act for any false statements in this declaration; and
- I am the legal owner of the securities recorded on the register under my security reference number and wish to withdraw all or part of my holding.

In the case of company signatories, two directors, or a director and a company secretary, must sign unless a sole director and sole secretary.

Signature Individual or Unit Holder 1	Signature Unit Holder 2	Signature Unit Holder 3
_____	_____	_____
Director	Director/Company Secretary	Sole Director & Sole Company Secretary
Date:	Date:	Date:
Signature of witness (who must appear on statutory declaration signatory list - see over page)		

Date:		
Name of Witness:		
Address of witness:		
Declared at (place):		

- Funds will be credited by direct funds transfer to the same bank account to which monthly distributions are currently paid into.
- Any distribution income payable will be paid as per the normal monthly distribution time table (monthly in arrears).
- Should you wish to cancel your request please notify our office in writing as soon as possible.

Should investors have any questions prior to submitting their request, please contact your financial adviser or the Fund Administration Team on 1800 220 840 for further assistance

The security holder should post this declaration, together with all additional documentation to support the application, to the following:

The Compliance Manager
 Aspen Funds Management Ltd
 PO Box 3442,
 Adelaide Terrace, WA, 6832

Please note if any of these documents are not received we may be unable to proceed with your request. In addition Aspen may need to contact you for additional information before a final decision can be made. Aspen will not be liable for any delay with regard to these matters.

Statutory declaration signatory list

Under the Statutory Declarations Act 1959 a statutory declaration must be made in the presence of one of the following individuals. One of the people on this list should witness your documents. If you require a complete list of authorised persons please contact Funds Administration.

a Justice of Peace, Judge of a Court, Registrar or Deputy Registrar of a Court

an Accountant who is a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership

a Lawyer who is enrolled on the roll of a Supreme Court of a State, Territory or High Court of Australia as a legal practitioner

a Police Officer

a Financial Officer/Adviser who is an authorised representative and a holder of an Australian Financial Services Licence, having 2 or more continuous years of service with one or more licensees

a Bank Officer with 2 or more continuous years of service

a Medical Practitioner, Nurse, Optometrist, Pharmacist or Veterinary Surgeon with 2 or more continuous years of service

a Teacher employed on a full-time basis at a school or tertiary education institution

a Postal Worker who is permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public

a Minister of Religion or Marriage Celebrant registered under Part IV of the Marriage Act 1961