



GUIDE TO MAKING DEPOSITS INTO YOUR LEMMI ACCOUNT

MAKING YOUR FIRST DEPOSIT?

Once you have completed your Investment Application form and the verification of your ID, an Investment Account will be set up in your name ready for your first deposit. You will be issued with an investor account number which will be in the format IPMxxxxx. You need to include this number in your deposit reference so that the money can be correctly allocated to your account. Once your Lemmi Investment Account has been opened you will see the details in the app under the Make a Deposit section.

You can make a payment in your banking app using the following details:

Payee Name: **Public Trust IPM Nominees Limited**

Account Number: **03-1509-0166278-00**

Reference: **IPMxxxxx** (your IPM number is unique, and available for you to copy in the Investment Service Requests section of the Lemmi App)

It's a good idea to save the Payee and Reference in your banking app so that you can easily add more money to your portfolio in future.

Be aware that most banks put a relatively low daily limit on online transactions, so if you are depositing a larger sum, you may need to contact your bank to temporarily increase the limit, so you don't have to do multiple bite sized deposits over multiple days.

It will take 3 - 5 business days for the deposit to reflect in your investment account.



SETTING UP A REGULAR DEPOSIT

As part of the investment Application form, you will have been given the opportunity to set up a regular savings amount to go into your portfolio. You can choose to do this via direct debit or automatic payment.

AUTOMATIC PAYMENT (AP) VS DIRECT DEBIT (DD), WHAT IS THE DIFFERENCE?

An AP is set up by you, typically through your banking app. You decide when, how often and how much to deposit. The bank will then pay that money over to your investment account automatically until you instruct them to stop.

A DD is an instruction to your bank to allow a company to make specific withdrawals from your bank account on a regular basis. The company has to make these withdrawals based on your instructions and will do so until you change the instruction to tell them to stop.

DD's are easier to set up as we do it all for you, but some people prefer to be more in control with an AP and don't mind a little extra admin.

If you set up a DD as part of your application process, there is nothing more to do, we will initiate your first deposit as instructed and then regularly thereafter on the 17th of each month. Please ensure there are always sufficient funds in your bank account around the nominated date each month, so the transaction does not fail.

If you indicated that you wanted to make regular deposits via AP in the Application form, you will need to set this payment up in your banking app once you have received your investor account number in the format IPMxxxxx, which you will need as your reference.

The process is similar to setting up a one-off lump sum deposit in your banking app, you just need to indicate what day the first payment is to come out of your bank account and how often you want it to repeat.

Use the following details to set up your regular Automatic Payment:

Payee Name: **Public Trust IPM Nominees Limited**

Account Number: **03-1509-0166278-00**

Reference: **IPMxxxxx** (your IPM number is unique, and available for you to copy in the Investment Service Requests section of the Lemmi App)

Make a diary note to check that your first deposit payment goes through so that you know it has been set up correctly, and always ensure there are sufficient funds in your account on or around the future dates so that regular payments don't bounce.



The regular deposits will reflect in your Investment Account a couple of business days after the money leaves your bank account.

WHERE DOES MY MONEY GO?

Lemmi utilises the services of the Public Trust to act as a secure trustee for any money you deposit. They have set up a specific bank account in the name of Public Trust IPM Nominees Limited to process all your transactions in and out of your portfolio.

Once received and cleared, your money is used to purchase units (or shares) in your chosen investment portfolio. Public Trust act on your behalf to pass your money through to the investment funds and make sure it has been allocated correctly. Your portfolio is at all times held in your name, it's just under the watchful eye of the Public Trust.

WHY DOES IT TAKE 3 - 5 BUSINESS DAYS TO PROCESS?

Unlike a simple bank account, that is just held in cash, your Lemmi investment portfolio is made up of units or shares in investment funds, which in turn own shares and assets in financial markets around the world. Every business day, the total value of all these underlying shares and assets is worked out based on what has happened in markets since the last valuation. This daily unit price will change the daily valuation of your total portfolio.

Any transactions in or out of your portfolio will be processed at the latest unit price. So when you make a deposit, it typically means your deposit is cleared in the Public Trust IPM Nominees bank account the following morning and then set up to be processed at the unit price for that day, which is typically calculated the next business day. The underlying shares and assets will then be bought on your behalf by the fund. Once processed, the deposit is added to your total portfolio and will be included in your updated daily portfolio balance. Remember, as markets can go both up and down each day, your daily balance will fluctuate depending on the market valuation at that point in time.



MAKING CHANGES

ADDITIONAL LUMP SUM DEPOSITS

You can add additional lump sums to your portfolio at any point in time. This might be part of your plan or because of a windfall.

Go to the Investment Services section in the Lemmi app to complete a Lump Sum Deposit form. This will let us know to expect your deposit, so we can expedite it into your portfolio. The form is also required by law as we need a record of the source of the funds (part of New Zealand's anti-money laundering legislation).

CHANGING A REGULAR DEPOSIT

Similarly, you can increase, decrease, or stop your regular deposits at any time, bearing in mind any changes to regular savings may impact on your goal achievability.

Go to the Investment Services section in the Lemmi app to complete a Regular Deposit form. This will let us know what the details are of your regular deposits so that we can ensure they are applied to your portfolio as quickly as possible after each transaction. The form is also required by law as we need a record of the source of the funds (part of New Zealand's anti-money laundering legislation).

If you are creating or changing a Direct Debit Instruction, this will be set up as part of the form.

If you are creating or changing an automatic payment, complete the Account Service form and then use your banking app to edit or set-up the recurring payment with the same details as above.