



## DISCLOSURE STATEMENT

**Name: Lee Barber**

In accordance with the provisions of the Securities Markets Act 1988 and the Securities Markets (Investment Advisers and Brokers) Regulations 2007 this Disclosure Statement provides you with information and answers to questions about me. It provides details about:

- the services I can provide;
- how I operate my business;
- my qualifications as an investment adviser;
- what investment products I am able to sell you;
- which financial organisations I am able to place business with; and
- how I am remunerated.

This document was prepared on **25 June 2009**

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## EXPERIENCE

### SwainWoodham Group

Maurice Woodham Limited was established in 1984 and we pride ourselves on having a strong relationship with our clients offering independent unbiased investment advice tailored for your personal situation. Maurice Woodham Limited was incorporated under the SwainWoodham Group on 1 July 2008.

## LEE BARBER

I joined the SwainWoodham Group in July 2009. I began my working career in insurance back in 1973 and then worked in various government departments in different roles. For the past 7 years I have worked for the University of Canterbury in their Alumni & Development area and was responsible for building relationships and connecting graduates and the community back to the University. During my time at the University I undertook study and it became clear that I wanted to be in my own business and it had to be something that involved looking after people. My role as an Advisor was a perfect fit for me. I put a business plan together and my vision is *“to be prepared to make a difference in my life and the life of others”*. My mission is *“to network and build relationships with people to improve and add value to our lives through providing opportunities for people to create certainty, control and cashflow in their lives so that their family home and lifestyle survive the issues created when illness or injury strike*. I get a great deal of pleasure out of working alongside clients, ensuring that their income and lifestyle are protected.

I am a member of the Institute of Financial Advisers and am bound by the ethics, practice and disciplinary standards contained in the Institute's Code of Ethics and Professional Conduct , Practice Standards and supporting by-laws.

## QUALIFICATIONS

- University of Canterbury – currently studying towards an MBA (Master of Business Administration).
- University of Canterbury—Certificate in Adult Teaching.

I constantly keep developing myself professionally by continuing my studies and attending ongoing training and seminars in the insurance industry.

## HOW WE OPERATE

When we give advice we follow the internationally recognised six-step process:

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1. Establishing the client-adviser relationship,
2. Gathering client data and determining your goals and expectations,
3. Analysing and evaluating the client's financial position personal and business insurance, retirement planning, and investment needs,
4. Developing and presenting our written advice,
5. Overseeing the implementation of the plan, and
6. Monitoring and reviewing the plan.

Not all clients require the full range of advice that can be provided and the services I provide will depend on the client needs. If a client wishes to obtain limited advice or product implementation in any respect, I will provide it, however it will be documented that the advice or transaction was limited in nature. Any recommendations will be clear and concise, with enough detail for you to make an informed decision about whether to act upon it.

## PROFESSIONAL INDEMNITY INSURANCE

In compliance with the Institute of Financial Advisers Code of Ethics.

I have liability insurance which includes the following covers - professional indemnity, public liability and internet liability. This insurance applies when I act as a life and general agent of any insurance or assurance company and/or intermediary, agent or consultant in the sale or negotiation of any financial product.

The minimum level of cover is in compliance with Institute of Financial Adviser's Membership By-laws.

The underwriter is **Lumley General Insurance (NZ) Limited** and it is renewed annually.

As with all insurances, this cover has limitations and is subject to certain exclusions, terms and conditions.

## DISPUTE RESOLUTION

In the first instance you can direct any complaints to the product supplier company involved, as each of them has an internal complaints handling process.

Alternatively, a complaints process is available by contacting:  
The National Office  
Institute of Financial Advisers (IFA)  
PO Box 5513  
Wellington

Should a complaint be lodged with the IFA, then it will be recorded and referred to a Complaints Committee which will review the matter and determine the appropriate resolution, which may include referring the matter to the Disciplinary Committee. Full details of the complaints process can be obtained directly from the IFA.

## DISCLOSURE OF CERTAIN CRIMINAL CONVICTIONS

Neither I nor any principal officer of Maurice Woodham Limited has, within the last five years, been:

- (a) convicted of an offence under the Securities Markets Act 1988, the Securities Act 1978 or of a crime involving dishonesty (as defined in section 2(1) of the Crimes Act 1961);
- (b) a principal officer of a body corporate that committed an offence referred to in para (a), when the body corporate committed the offence;
- (c) prohibited by an Act or by a court from taking part in any proceeding that has been taken against me in my professional capacity;
- (d) prohibited by an Act or by a court from taking part in the management of a company or business;
- (e) the subject of an adverse finding by a court in any proceeding that has been taken against me in my professional capacity;
- (f) expelled from, or prohibited from being a member of, a professional body.

Maurice Woodham Limited has not been placed in statutory management or receivership in the preceding five years.

## FEES

I do not charge an up front fee for Investment Advice.

All fees and brokerage charged by Maurice Woodham Limited will be disclosed to the client in advance of any investment advice being given.

## REMUNERATION

Maurice Woodham Limited receives remuneration in the form of either fees or brokerage.

I receive remuneration in the form of a commission. This will vary depending on the products and the providers that you choose. At the time of presenting you with my advice on any specific investments, I will provide you with a further disclosure statement detailing the relevant fees and commissions in relation to those specific investments. For the purposes of this general disclosure statement, the possible fees and commissions I will or may receive may range as follows:

## Product Type

KiwiSaver  
Trial Commission  
No entry charge—up to 0.25% trail commission

Superannuation  
Trial Commission  
0-5% entry fee 0-1% trail commission

Conventional Insurances  
Up front commission and trail commission  
2.5% premium x 10 to maximum age 65

Managed Funds  
Trail Commission

0-5% entry fee  
0-1% trail commission

As a result of the investment advice that I give to you, or any transaction that results from that advice, I may or will also receive the following:

- training
- conferences (possibly including offshore events)
- sales promotions – eg vouchers, bottles of wine, travel, invitations to events
- business development allowances
- bonuses upon reaching specific targets

I am a Director and Shareholder in Maurice Woodham Limited and I am able to place business with:

- AMP
- AXA
- Sovereign
- ING
- Fidelity Life
- Asteron
- Tower Life and Health
- AIG
- New Zealand Permanent Trustees Limited
- Sovereign Superannuation Trustees Limited
- Mortgage Holding Trust Company
- Southern Cross
- Cigna
- Man Investments
- Fisher Funds

Neither I nor an associate has any other financial or other relationship with any other person that would be reasonably likely to influence me in giving advice, except as described above.

## SECURITIES ABOUT WHICH ADVICE IS GIVEN

I provide advice in the following subject areas:

### Risk Management

Identifying and quantifying personal financial risks, considering solutions and ensuring sufficient cash or income is available in the event of death, disability or illness.

### Retirement Planning

Determining retirement needs, assessing current provisions and providing solutions for any gaps.

### Investment Advice

Considering risk profile, investment timeframes and cashflow needs, recommending appropriate solutions on that basis.

## Products - Insurance

The products I would generally use (but are not limited to) are:

- life cover
- accidental death cover
- disability income protection
- trauma cover
- living insurance
- business overheads cover
- business debt protection
- mortgage protection insurance
- key person protection insurance
- medical insurance
- endowment
- whole of life
- shareholder protection
- locum cover
- total and permanent disability cover
- group insurances – life, disability, trauma, income protection, health

## Products – Securities

- managed funds
- superannuation
- KiwiSaver

Received by: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_