

DOCUMENT AND INFORMATION MANAGEMENT

FOR LEGAL, WILLS AND ESTATES



WORKING IN AN ENVIRONMENT OF COMPLIANCE, PRIVACY AND REGULATION REQUIRES EXPERIENCE AND KNOWLEDGE ABOUT HOW TO PROTECT YOUR BUSINESS, CONFIDENTIALITY AND REPUTATION.

BNY Mellon Australia Pty Ltd, a wholly owned subsidiary of The Bank of New York Mellon, can provide a service that will transform your business.

PRODUCTIVITY BENEFITS:

- Access to experienced professionals and proven systems/processes
- One secure online system – images, data imports, instructions, reports
- Freedom to focus on core business activities and growth strategies

COST SAVING BENEFITS:

- No fees incurred to access and use features of secure online system
- Eliminate and automate repetitive and complex workflows and controls
- Less dependency on infrastructure, application support and maintenance
- Access to global DR and BCP strategy

KEY BENEFITS:

An Online System that works for you, the way you want it to:

- Customisable, secure user profiles and portfolio/aged reports
- Version controlled documents with document level status tracking
- Securely ask questions, exchange data, communicate messages

A SERVICE THAT WILL CHANGE YOUR BUSINESS

BNY Mellon can provide a proven document lifecycle solution from document receipting, verification, tracking, imaging, distribution, intransit recovery, audit controls through to secure destruction. We can customise a paper-free or physical records solution aligned to your requirements. Catering for Wills, Trusts, Notices, Leases, Declarations, Contracts, Orders, Statements etc.

OUR OPERATING SERVICE MODEL



Working day-to-day within an industry, governed by ever-changing regulations, acts and policies, means we only implement our own proven solutions. Simplicity is the service key, one contact, one company, one solution.



THE BNY MELLON DIFFERENCE

WE KNOW YOUR BUSINESS

BNY Mellon is a global investments company operating in 35 countries and more than 100 markets. Awarded as the Best Global Custodian – Asia in 2013, we leverage our expertise and technology to deliver proven solutions with a focus on assisting our clients with risk and compliance requirements.

BENEFITS OF PARTNERING WITH A GLOBAL LEADER

BNY Mellon operates a Global Records Management Program to develop, deliver and maintain a global framework. This framework not only provides a highly secure, adaptable and proven solution, but it is how we successfully control physical and sensitive records/information throughout their various phases, to an international market standard, no matter the media and/or format in which they exist.

Supported by a national distribution network, BNY Mellon Australia can align our highly developed services to your needs.

Whether it relates to your internal, confidential and version controlled:

- Business agreements and documents
- Legal, finance, company/board documents
- Client and employee records and updates
- Marketing/reporting material (PDS, brochures, forms, annual reports etc.)

WE ARE BNY MELLON

BNY Mellon is a global investments company dedicated to helping its clients manage and service their financial assets throughout the investment lifecycle. Whether providing financial services for institutions, corporations or individual investors, BNY Mellon delivers informed investment management and investment services in 35 countries and more than 100 markets. As of September 30, 2013, BNY Mellon had US\$27.4 trillion in assets under custody and/or administration, and US\$1.5 trillion in assets under management. BNY Mellon can act as a single point of contact for clients looking to create, trade, hold, manage, service, distribute or restructure investments. BNY Mellon is the corporate brand of The Bank of New York Mellon Corporation (NYSE: BK). Additional information is available on www.bnymellon.com, or follow us on Twitter @BNYMellon.

bnymellon.com

The information contained in this brochure is for use by wholesale clients only and is not to be relied upon by retail clients. Products and services are provided in various countries by subsidiaries, affiliates, and joint ventures of The Bank of New York Mellon Corporation, including The Bank of New York Mellon, and in some instances by third party providers. Each is authorized and regulated as required within each jurisdiction. Products and services may be provided under various brand names, including BNY Mellon. This document and information contained herein is for general information and reference purposes only and does not constitute legal, tax, accounting or other professional advice nor is it an offer or solicitation of securities or services or an endorsement thereof in any jurisdiction or in any circumstance that is otherwise unlawful or not authorized.

If this document is issued or distributed in Australia, it is issued by BNY Mellon Australia Pty Ltd (ACN 113 947 309) with respect to non-investment management products and services.

BNY Mellon Australia Pty Ltd is owned by The Bank of New York Mellon, which is regulated by APRA in Australia. The Bank of New York Mellon however, does not provide this product or service. None of BNY Mellon Australia Pty Ltd or its subsidiaries is an authorised deposit taking institution, and obligations of BNY Mellon Australia Pty Ltd do not represent liabilities of The Bank of New York Mellon. Neither The Bank of New York Mellon nor its subsidiaries stand behind the performance of BNY Mellon Australia Pty Ltd.

©2013 The Bank of New York Mellon Corporation. All rights reserved.

KEY SERVICE FEATURES

- Page Level Management and Tracking
- Trained Industry Professionals
- Onsite Imaging and Data Entry
- Monthly Peer, SLA, KPI Testing
- Bank Level Security Storage
- National Distribution Network
- Continuous Performance Audits
- Customised Online User Profiles
- Privacy and Compliance Controls
- Risk Mitigation including DR and BCP
- Inclusive and Transparent Fees



BEST IN CORPORATE TRUST AUSTRALIA
THE ASSET TRIPLE A AWARDS
2010, 2011, 2012

#1

SAFEST BANK IN THE U.S.
GLOBAL FINANCE MAGAZINE
2009, 2010, 2011, 2012, 2013

For more information, please contact:

ADRIAN VALLINO

Vice President Head of Operations
BNY Mellon (Australia) Pty Ltd
Telephone +612 8346 9510
Mobile 0413 874 825
adrian.vallino@bnymellon.com