

# FINANCIAL SERVICES GUIDE

The financial services referred to in this Financial Services Guide (FSG) are offered by:

DG Insurance Services Pty Ltd (DGIS)  
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ABN 68 010 932 171  
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Ph: 07 3370 8822 Fax: 07 3370 8844  
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AFS License No. 246495  
Authorized Representative No. 001279886

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**This FSG sets out the services that we can offer you. It is designed to assist you in deciding whether to use any of those services and contains important information about:**

- the services we offer you.
- how we and our others are paid.
- any potential conflict of interest we may have.
- our internal and external dispute resolution procedures and how you can access them.
- arrangements we have in place to compensate clients for losses.

## Further information when personal advice is given\*

We will provide you with further information whenever we provide you with advice which takes into account your objectives, financial situation and needs. This information may include the advice that we have given you, the basis of the advice and other information on our remuneration and any relevant associations or interests. This information may be contained in a Statement of Advice (SOA).

When you ask us to recommend an insurance policy for you, we will usually only consider the policies offered by the insurers or insurance providers that we deal with regularly. In giving you advice about the costs and terms of recommended policies we have not compared those policies to other policies available, other than from those insurers we deal with regularly.

## Product Disclosure Statement\*

If we offer to arrange the issue of an insurance policy to you, we will also provide you with, or pass on to you, a Product Disclosure Statement (PDS), unless you already have an up to date PDS. The PDS will contain information about the particular policy which will enable you to make an informed decision about purchasing that policy.

## From when does this FSG apply?

This FSG applies from 14 July 2023 and remains valid unless a further FSG is issued to replace it. We may give you a supplementary FSG. It will not replace this FSG but will cover services not covered by this FSG.

## How can you instruct us?

You can contact us to give us instructions by post, phone, fax, email on the contact number or details mentioned in this FSG. Alternatively, visit our website at [www.steadfastnsg.com.au](http://www.steadfastnsg.com.au).

## Who is responsible for the financial services provided?

Webmere Pty Ltd responsible for the financial services that will be provided to you or through you to your family members, including the distribution of this FSG.

Webmere Pty Ltd holds a current Australian Financial Services Licence No. 246495. The contact details for Webmere Pty Ltd are detailed above.

## What kinds of financial services are you authorised to provide to me and what kinds of financial product/s do those services relate to?

DGIS is authorized to advise and deal in general insurance products to wholesale and/or retail clients. We will do this for you as your broker unless we tell you otherwise.

\* This statement applies only to Retail Clients.

## Will I receive tailored advice?

Maybe not in all cases. However, we may need information about your personal objectives, details of your current financial situation and any relevant information, so that we can arrange insurance policies for you, or to give you advice about your insurance needs. We will ask you for the details that we need to know.

In some cases, we will not ask for any of this information. If we do not ask, or if you do not give us all of the information we ask for, any advice you receive may not be appropriate to your needs, objectives and financial situation.

You should read the warnings contained in any SOA, or any other warnings that we give you, carefully before making decisions about an insurance policy.

Where we provide you with advice about your insurance arrangements, that advice is current at the time that we give it. We will review your insurance arrangements when you inform us about changes in your circumstances, at the time of any scheduled status review or upon renewal of your insurances.

## Why we are not independent, impartial, or unbiased in relation to the provision of personal advice and the impact of this on you

We, Webmere Pty Ltd, are not independent, impartial, or unbiased pursuant to section 923A of the Corporations Act because:

- We may receive remuneration, commission, gifts or other benefits when we provide personal advice to you in relation to insurance products and other financial products;
- We may be subject to direct or indirect restrictions relating to the financial products in respect of which personal advice is provided; and/or
- We may have associations or relationships with issuers of insurance products and other financial products.

Further information about these benefits and relationships is set out in this Financial Services Guide.

If you have any questions about this information, please ask us.

## Contractual Liability and your insurance cover

Many commercial or business contracts contain clauses dealing with your liability (including indemnities or hold harmless clauses). Such clauses may entitle your insurers to reduce cover, or in some cases, refuse to indemnify you at all. You should seek legal advice before signing and accepting contracts. You should inform us of any clauses of this nature before you enter into them.

## What information do you maintain in my file and can I examine my file?

Webmere Pty Ltd maintain a record of your personal profile, including details of insurance policies that we arrange for you. We may also maintain records of any recommendations or advice given to you. We will retain this FSG and any other FSG given to you as well as any SOA or PDS that we give or pass on to you for the period required by law.

Webmere Pty Ltd are committed to implementing and promoting a privacy policy, which will ensure the privacy and security of your personal information. A copy of Webmere Pty Ltd's privacy policy is available on request. A copy is also available on our website, [www.steadfastnsg.com.au](http://www.steadfastnsg.com.au) if you wish to look at your file please ask us. We will make arrangements for you to do so.

## How will I pay for the services provided?

Payment for the services we provide you are payable directly to Webmere Pty Ltd. For each insurance product, the insurer will charge a premium that includes any relevant taxes, charges and levies. Webmere Pty Ltd often receive a payment based on a percentage of this premium (excluding relevant taxes, charges and levies) called commission, which is paid to Webmere Pty Ltd by the insurers. In some cases, you will also be charged a fee. These will all be shown on the invoice that we send you. You can choose to pay for our services by any of the payment methods set out in the invoice. You are required to pay Webmere Pty Ltd within the time set out on the invoice.

If there is a refund or reduction of your premium as a result of a cancellation or alternative to a policy, or based on a term of your policy (such as a premium adjustment provision), we will retain any fee we have charged you. We may also retain commission depending on our arrangements with the insurer, or charge you a cancellation fee equal to the reduction in our commission.

When you pay us your premium it will be banked into our trust account. We retain the commission from the premium you pay us and remit the balance to the insurer in accordance with our arrangements with the insurer. We will earn interest on the premium while it is in our trust account or we may invest the premium and earn a return. We will retain any interest or return on investment earned on the premium.

**How are any commissions, fees or other benefits calculated for providing the financial services?**

Our commission will be calculated based on the following formula:  $X = Y\% \times P$ . In this formula:

- X =** our commission  
**Y% =** the percentage commission paid to us by the insurer. Our commission varies between 0% and 30%.  
**P =** the amount you pay for any insurance policy (less any government fees or charges included in that amount).

We will receive 50% of Webmere Pty Ltd's commission from each policy we arrange for you.

Any fee that Webmere Pty Ltd or we charge you will be calculated in relation to the type of broking services provided and may include fees for arranging an insurance policy.

Webmere Pty Ltd does not often pay any commissions, fees or benefits to others who refer you to us or refer us to an insurer. If Webmere Pty Ltd do, we will pay commissions to those people out of our commission or fees (not in addition to those amounts), in the range of 0% to 50% of its commission or fees.

Our employee that will assist you with your insurance needs will be paid a market salary and in addition will receive commission between 1-50% of our commission or fees.

If we give you personal advice, we will inform you of any fees, commission or other payments we, our associates or anyone referring you to us (or us to any insurer) will receive in relation to the policies that are the subject of the advice.

See below for information on the Steadfast association and commission.

**Do you have any relationships or associations with the insurer who issue the insurance policies or any other material relationships?**

Webmere Pty Ltd is a Steadfast Group Limited (Steadfast). Network Broker. Steadfast has exclusive arrangements with some insurers and premium funders (Partners) under which Steadfast will receive between 0.5% - 1.5% commission for each product arranged by us with those Partners. Steadfast is also a shareholder of some Partners.

Webmere Pty Ltd may receive a proportion of that commission from Steadfast at the end of each financial year (or other agreed period).

As a Steadfast Network Broker Webmere Pty Ltd have access to member services including model operating and compliance tools, procedures, manuals and training, legal, technical, banking and recruitment advice and assistance, group insurance arrangements, product comparison and placement support, claims support and group purchasing arrangements. These member services are either funded by Steadfast, subsidised by Steadfast or available exclusively to Steadfast Network Brokers for a fee.

You can obtain a copy of Steadfast's FSG at [www.steadfast.com.au](http://www.steadfast.com.au).

If we arrange premium funding for you, Webmere Pty Ltd may be paid a commission by the premium funder. We may also charge you a fee (or both). The commission that we are paid by the premium funder is usually calculated as a percentage of your insurance premium (including government fees or charges). If you instruct us to arrange or issued a product, this is when Webmere Pty Ltd become entitled to the commission.

Webmere Pty Ltd's commission rates for premium funding are in the range of 0% to 3% of funded premium. When we arrange premium funding for you, you can ask us what commission rates Webmere Pty Ltd are paid for that funding arrangement compared to the other arrangements that were available to you.

We also receive commission for referral business to Steadfast Life of which we receive commission between 0% and 25%.

**What should I do if I have a complaint?**

Contact Webmere Pty Ltd and tell us about your complaint. Webmere Pty Ltd will do our best to resolve it quickly.

\* This statement applies only to Retail Clients.

If your complaint is not satisfactorily resolved within 2 days, please contact Darryn Shiels on 07 3370 8822 or put your complaint in writing and send it to the address noted on page 1 of this FSG. Webmere Pty Ltd will try and resolve your complaint quickly and fairly.

Webmere Pty Ltd is a member of the Australian Financial Complaints Authority (AFCA) If your complaint cannot be resolved to your satisfaction by us, you have the right to refer the matter to the AFCA. AFCA can be contacted:

Mailing address: Australian Financial Complaints Authority, GPO Box 3, Melbourne, VIC, 3001

Ph. 1800 931 678

Email – [info@afca.org.au](mailto:info@afca.org.au)

Website – [www.afca.org.au](http://www.afca.org.au)

**What arrangements do you have in place to compensate clients for losses?**

Webmere Pty Ltd has a professional indemnity insurance policy (PI policy) in place.

The PI policy covers us and our employees for claims made against us and our employees clients as a result of the conduct of us or our employees in the provision of financial services.

Our PI policy will cover us for claims relating to the conduct of representatives who no longer work for Webmere Pty Ltd.

**Any questions?**

If you have any further questions about the financial services we provide, please call us and retain this important document for your reference and any future dealings with Steadfast NSG.