

## Liquidity Funds plc

# Supplementary Information Document

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This document is for professional clients/qualified investors only. It is not to be distributed to, or relied on by retail clients.

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## What is the Supplementary Information Document (SID)?

The SID is designed to give you additional information on our range of Ireland domiciled open ended authorised funds for their retail share classes. It sets out key details, such as, how to complain, details on overseas investment and information investing in the Funds. This document should be read in conjunction with the Key Investor Information Document (KIID) for the fund and share class you wish to invest in. Copies of these documents, the report & accounts and the relevant Prospectuses are available free of charge on request or on our website

https://www.avivainvestors.com/en-gb/capabilities/fund-centre/

### The Overseas Funds Regime (OFR)

#### What is OFR?

The Overseas Funds Regime (OFR) is a set of rules implemented by the FCA (UK Regulator) that allows certain investment funds from outside the UK to be marketed and sold to UK investors.:

The OFR makes it easier for overseas investment funds to be made available in the UK and to UK investors.

To qualify, these funds must come from countries that have similar rules and protections as the UK. Initially, this includes many funds from the European Economic Area (EEA) and the European Union (EU), except for money-market funds.

Contained within the document we also set out the rights of investors, such as how to make a complaint about a Fund and whether a Fund or its Management Company are covered by a compensation scheme.

#### **OFR** disclosure

Aviva investors Liquidity Funds plc (the "Fund") is recognised in the UK under the Overseas Funds Regime but is not a UK-authorised fund.

The Fund is domiciled in Ireland and is authorised by the Central Bank of Ireland. The Fund is managed by Aviva Investors Luxembourg S.A., having its registered office at 2 rue du Fort Bourbon, L - 1249 Luxembourg, Grand Duchy of Luxembourg) which is registered in the Luxembourg trade and companies' register under number B.25708 and is authorised by the Luxembourg regulator, i.e. the *Commission de Surveillance du Secteur Financier* (the "CSSF").

UK investors should be aware that if they invest in this fund they will not be able to refer a complaint against its Manager or its depositary to the UK's Financial Ombudsman Service. Any claims for losses relating to the Manager or the depositary will not be covered by the Financial Services Compensation Scheme, in the event that either person should become unable to meet its liabilities to investors.



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A UK investor will be able to make a complaint to the Fund and its Manager and all investors will have a right to access the alternative dispute resolution scheme in Luxembourg or in Ireland. A UK investor will not have a right to access a compensation scheme in Luxembourg or in Ireland in the event that either the Fund's Manager or the depositary should become unable to meet its liabilities to investors.

As detailed under section "United Kingdom Facilities, Marketing and Sales Agent" UK investors may contact Aviva Investors Global Services Limited which will provide details on request of how to make a complaint, and what rights if any are available to them under an alternative dispute resolutions scheme or a compensation scheme.

## Name and address of the collective investment scheme

The Fund is an open-ended investment company with segregated liability between subfunds and with variable capital. The Fund is authorised in Ireland as an undertaking for collective investment in transferable securities (UCITs) pursuant to the European Communities UCITS Regulations. Accordingly, the Fund is supervised by the Central Bank of Ireland. The Fund has appointed Aviva Investors Luxembourg S.A. at 2 rue du Fort Bourbon, L - 1249 Luxembourg, Grand Duchy of Luxembourg, as its Management Company.

## United Kingdom facilities, marketing and sales agent

The Fund has appointed Aviva Investors Global Services Limited, its principal place of business being 80 Fenchurch St, City of London, London EC3M 4AE, United Kingdom, as its UK Facilities, Marketing and Sales Agent. Investors can obtain information about the most recent prices and redemption facilities from the office of the UK Facilities, Marketing and Sales Agent as detailed above. Updated prices are also available at <a href="https://www.avivainvestors.com/en-lu/capabilities/fund-centre">https://www.avivainvestors.com/en-lu/capabilities/fund-centre</a>.

Written complaints about any aspect of the service including the operations of the Fund, or requests to obtain a copy of the Complaints Handling Procedure can be addressed to the UK Facilities, Marketing and Sales Agent for further submission to the Fund's head office. Concerning the nature of the Classes of Shares and voting rights at Shareholders' Meetings, please refer to the Sections "Shareholder Meetings" and "Notices and Publications" of the latest available Prospectus. UK resident investors should seek their own professional advice as to tax matters and other relevant considerations. Please note that investors making investments in the Fund may not receive back their entire investment. Investors will not be covered by the Financial Services Compensation Scheme. Furthermore, please note that investors retain no rights of cancellation.



#### Information to investors

The following documents and/or information are available for inspection free of charge at the office of the UK Facilities, Marketing and Sales Agent: a) The latest available Prospectus and Key Investor Information, b) The latest Articles of Incorporation of the Fund, c) The latest available Annual and Semi-Annual financial Reports of the Fund, d) The issue and redemption prices. The above referred to documents can also be accessed on the website: <a href="http://www.avivainvestors.co.uk">http://www.avivainvestors.co.uk</a> The foregoing is based on the Management Company's understanding of the law and practice currently in force in the United Kingdom and is subject to changes therein. It should not be taken as constituting legal or tax advice and, investors should obtain information and, if necessary, should consult their professional advisers on the possible tax or other consequences of buying, holding, transferring or selling the Shares under the laws of their countries of origin citizenship, residence or domicile. Furthermore, the content of this document is for information purposes only, it does not constitute any offer or promotion of sale nor does it make any reference to the suitability of investments referred to herein.

### Investing in the Funds

#### **Purchases of Shares**

Issues of Shares will normally be made with effect from a Dealing Day in respect of applications received on or prior to the Dealing Deadline. Dealing Days and Dealing Deadlines relating to each Sub-Fund are specified in the relevant section of Part 1 of the Funds Prospectus. Applications for the issue of Shares may be submitted in writing, by facsimile, by telephone to the Fund care of the Administrator, or in certain circumstances by other electronic methods where specifically agreed to in advance by the Fund, provided in each case that an Application Form and any supporting documentation required with regard to anti-money laundering matters/ financial crime or otherwise, shall be submitted in the case of an initial application for Shares (with the original documentation, where required, to follow by post). In the case of retail investors, subscription requests must be sent through an independent financial adviser or other intermediary. However, this should not result in such investors paying more fees than otherwise would have been paid for a direct investment.

Applications received after the Dealing Deadline shall generally be deemed to have been received and processed by the next Dealing Deadline.

Applications will be irrevocable unless the Directors otherwise agree. The Minimum Initial Subscription for Shares of each Sub-Fund that may be subscribed for by each investor on initial application is set out in the relevant section of Part 1 of the Prospectus.

Shareholders may make subscriptions for additional Shares of the same Sub-Fund if meeting the Minimum Additional Subscription amounts (if any).



#### When and how can I sell my Shares?

Payment of redemption proceeds will be delayed until the Administrator has received the application form agreement and the originals of any supporting anti-money laundering or related documentation. Third party payments are not permitted.

The Applicant agrees (i) to provide these representations to the Fund at such times as the Fund may request, and (ii) to provide on request such certifications, documents or other evidence as the Fund may reasonably require to substantiate such representations.

The Applicant agrees to notify the Fund immediately should any of the representations change or are no longer accurate and complete in all respects and agrees immediately either to sell or to tender to the Fund for redemption a sufficient number of Shares to allow the representation to be made.

The Applicant understands that if this application is rejected, the Administrator shall (subject to the Applicant complying with all anti-money laundering requirements) return the full amount tendered herewith less any bank charges to the Applicant's account of record specified above and that unless rejected this application is irrevocable.

The Applicant agrees that the terms and conditions contained in this form shall apply to all future subscriptions made by the Applicant and all the representations and warranties which the Applicant made in this form shall apply to all future subscriptions made by the Applicant, unless the Applicant notifies the Fund to the contrary at the time of any such subscription.

The Applicant is aware of the limited provisions for transferability and redemptions from the Fund and has read the relevant sections of the Prospectus, PRIIPS KID and KIID. The Applicant understands that its ability to redeem Shares may be limited and can afford to hold the Shares for an indefinite period of time. The Applicant acknowledges that distributions including, without limitation, the proceeds of redemptions, may be paid in cash or, subject to the provisions of the Prospectus and PRIIPS KID and KIID, in specie.

### How to file a complaint

You may address complaints free of charge in writing by registered post or e-mail mentioning your name and contact details. Additionally, please include an explanation of the facts originating the complaint, with all relevant supporting documentation at your disposal providing all necessary details, whenever possible, so that we may handle your complaint promptly and efficiently and answer best to your expectations.

#### Where to address your complaint

Please address your complaint by any of the below means to:

Postal mail: Aviva Investors Luxembourg S.A., its principal place of business being at 2 rue du Fort Bourbon, L-1249 Luxembourg (Grand-Duchy of Luxembourg)



#### Complaint resolution

Aviva Investors commits to acknowledge the receipt of your complaint in writing without delay and in any case within 10 working days after receipt of the complaint, indicating the name and contact details of the person responsible for investigating and responding to your complaint. A detailed response letter shall be received within one (1) month following the date of receipt of the complaint. If any delay were to occur, we shall inform you in writing of the causes of the delay and the date at which the investigation is likely to be achieved.

### Alternative dispute resolution

#### Ireland

In the case where you remain unsatisfied with the delay or the outcome of a complaint relating to products or services offered by AILX in Ireland, as per the Consumer Protection Code of the Central Bank of Ireland ('CBI'), you may either take civil action or refer the complaint to the relevant alternative dispute resolution entity known as the Financial Services and Pensions Ombudsman ('FSPO'). The FSPO Act 2017 enables customers of Irish financial service providers, at no cost, to involve the FSPO as a business mediator. A complaint form can be submitted in writing, by post, by fax, e-mail or online on the FSPO's website. Postal mail: The Financial Services and Pensions Ombudsman's Bureau 3rd Floor, Lincoln House, Lincoln Place Dublin 2, D02 VH29 Ireland Email: info@fspo.ie Fax: (+353) 1567 7000 Website: www.fspo.ie/complaint-form.aspx/

