

# Financial administration fees and charges

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Easy Read Guide



# How to use this guide



The Public Trustee wrote this guide.

When you see the word 'we', it means the Public Trustee.



We wrote this guide in an easy-to-read way.

We use pictures to explain some ideas.



We wrote some hard words in **bold**.

This means the letters are thicker and darker.

We explain what the hard words mean.



You can ask for help to read this guide.

You could ask a friend, family member, support person or advocate.

# Public Trustee fees and charges.



When we support you with your money and **belongings**, there are some fees.



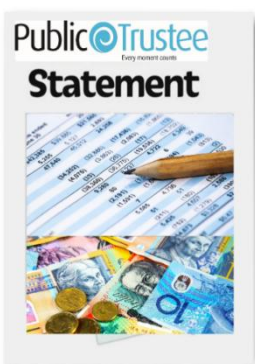
Fees are payments to us for managing your money and belongings.



Fees can be different for everyone.



Your CAM can tell you about the fees for your situation.



Your statement will also tell you what you have paid us.

# What are the fees?

How much you pay depends on



- If you are on an emergency or full order



- Your income



- The number of payments we make for you



- How much money you have or the value of your belongings.



The fees come out of your account **automatically.**

You do not need to do anything.

# Fees include:



**Payment processing** - is a fee we get each time we pay a bill, transfer money, or give you a voucher.



**Investment management** - is a fee we get if you have money invested in our investment fund.



**Income commission** - is a fee we get when you have money coming into the account we manage. E.g. receiving your pension.



**Capital commission** - is a fee we get for money and valuable items we look after when they are:

- Collected.
- Sold.
- Transferred to someone else.



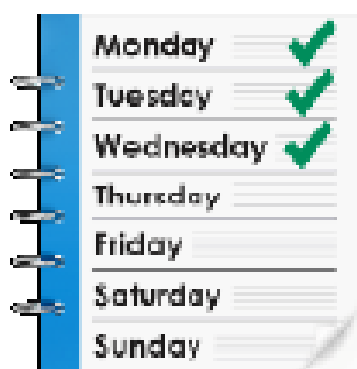
**Establishment fee** - is a fee we get to set up a new Administration client.



**Monthly account fees** - is a fee we get to manage the account each month.








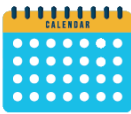

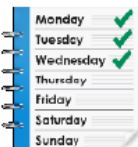
**Annual Review fees** - are fees that we get to do reports we must do for the Tasmanian Civil and Administrative Tribunal (TASCAT).



**Management fee** – is an hourly fee we get to support emergency order clients manage their money matters.



**Additional fees** - If you need more help there might be extra fees for Legal, Investment or Tax advice.

	Emergency Orders	If you have less than \$40,000 in belongings	If you have less than \$100,000 in belongings	If you have more than \$100,000 in belongings
<b>Payment processing</b> 			✓	✓
<b>Investment management</b> 	✓	✓	✓	✓
<b>Income commission</b> 	✓ Depending on the value of your belongings		✓	✓
<b>Capital commission</b> 				✓
<b>Establishment fee</b> 				✓
<b>Monthly account fees</b> 				✓
<b>Annual Review fees</b> 				✓
<b>Management fee</b> 	✓			

**CALL US ON**

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