

# COPELAND

CAPITAL MANAGEMENT, LLC

FORM ADV, PART 2A BROCHURE

March 28, 2017

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*This Brochure provides information about the qualifications and business practices of Copeland Capital Management, LLC ("Copeland" or "CCM"). If you have any questions about the contents of this brochure, please contact us at (484) 351-3700 or [contactus@copelandcapital.com](mailto:contactus@copelandcapital.com). The information in this brochure has not been approved or verified by the United States Securities and Exchange Commission ("SEC") or by any state securities authority.*

*Copeland is a registered investment adviser with the SEC. Registration as an investment adviser does not imply any level of skill or training. The oral and written communications of an adviser provide you with information you use to evaluate us (and other advisers) which may help you determine whether to hire or retain an adviser.*

*Additional information about Copeland is available on the SEC website at [www.adviserinfo.sec.gov](http://www.adviserinfo.sec.gov).*

**Please retain a copy of this Brochure for your records.**

## **Item 2 Material Changes**

The following material changes have been made to this ADV Part 2A Brochure since Copeland's last annual updating amendment on March 28, 2016:

- Item 8 – The risk disclosures of investing in the strategies were expanded and further definitions of risks have been added.
- Item 11 – Disclosure has been added to discuss the conflicts of interests of the following: Charitable Contributions; Use of Expert Networks; and Directorships and Outside Business Activities.
- Item 12 – Disclosure has been added with respect to Copeland's best execution policies and procedures.
- Item 12 - Disclosure has been added regarding the use of "mixed-use" brokerage and research products and services.
- Removal of references to the Brookwood Capital Fund, LP (the "Brookwood Fund") throughout the Brochure. The Brookwood Fund closed as of December 31, 2016.

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## Item 4 Advisory Business

Copeland Capital Management, LLC (“Copeland” or “CCM”) is headquartered in Conshohocken, Pennsylvania. Copeland was initially founded in 2005, as a Massachusetts limited liability company and state-registered investment adviser with an office in Wellesley, Massachusetts. Copeland changed its registration from a Massachusetts-registered investment adviser to a SEC- registered investment adviser in 2007. The inception of Copeland’s “dividend growth” strategy was in 2006. In 2009, Copeland became a Delaware limited liability company and moved its headquarters to Conshohocken, Pennsylvania as the firm brought on additional partners and expanded its investment capabilities. Copeland is 100% employee-owned, and ownership is shared broadly among employees. On December 31, 2016, Copeland managed \$1.611 billion of assets on a discretionary basis and \$223 million of assets under advisement on a non-discretionary basis, and total assets under management/advisement of approximately \$1.834 billion.

### *Advisory Services and Tailoring Services to Client Needs*

Copeland provides discretionary and non-discretionary investment management services to individuals, investment companies registered under the Investment Company Act of 1940, as amended (“1940 Act”), pension and profit sharing plans, trusts, estates, charitable organizations, state and municipal government entities, corporations and business entities, pooled investment vehicles, as well as others (see Item 7 for additional information). Copeland offers its services for a fee based upon assets under management. Prior to engaging Copeland to provide investment advisory services, the client will be required to enter one or more written agreements with Copeland setting forth the terms and conditions under which Copeland shall render its services (the “Agreement”).

We typically manage accounts on a discretionary basis; however, we will manage client accounts on a non-discretionary basis subject to client instruction. Individual client investment constraints, if any, shall be set forth by the client in the Agreement. Investment advisory services are provided to clients based on the objectives of the client and mutual agreed upon written investment guidelines submitted by the client or client's representative. Clients can impose restrictions on investing in certain securities or types of securities at any time. Copeland's clients are advised to promptly notify Copeland if there are ever any changes in their investment objectives or if they wish to impose or remove any reasonable restrictions upon Copeland's investment management services.

Where we are the investment adviser to a pooled investment vehicle, investment objectives, guidelines and any investment restrictions are not typically tailored to the needs of individual investors in those vehicles, but rather are described in the prospectus or another relevant offering document for the vehicle. We create and maintain files supporting the rationales for these recommendations. The advisory or sub-advisory fee is subject to negotiation and is fully disclosed to clients.

For clients that participate in Copeland's discretionary investment management services, Copeland requires such clients to grant our firm discretionary authority to manage the account. Discretionary authorization will allow Copeland to, among other things, execute transactions on behalf of the account, allocate or withdraw the assets in the account, and rebalance the account portfolio(s) without client approval prior to each transaction. Discretionary authority is typically granted by the Agreement. Clients may limit Copeland's discretionary authority (for example, limiting the

types of securities that can be purchased for the account) by providing Copeland with account restrictions and guidelines in writing. For clients that enter non-discretionary arrangements with Copeland, written approval is required by clients prior to executing any transactions on behalf of the account, including allocating, rebalancing and/or withdrawing account assets on behalf of the client.

Copeland employs a conservative and disciplined investment philosophy and approach, which is consistently implemented across all strategies, as described below.

### **Copeland's Domestic Strategies**

**Large Cap Dividend Growth** – the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies that have increased their dividends for at least three consecutive years.

**Mid Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**Smid Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**Small Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**Micro Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**All Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies that have increased their dividends for at least five consecutive years.

**Risk Managed Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies that have increased their dividends for at least five consecutive years. The strategy also employs a tactical sector weighting methodology where we can completely avoid certain sectors and raise cash based on quantitative signals, with the ability to go to 100% cash when the signals indicate all sectors are negative. (See also, “Investment Adviser to Copeland Trust” and “Investment Adviser to the Katama Capital Fund, LP” below.)

**Large Cap Relative Value** - the strategy invests in stocks with market cap range that reflects its benchmark, focused on companies trading at a discount to their historical average relative valuation.

**Fixed Income / Balanced** - the strategy invests in issues of high quality securities with an intermediate term focus. Balanced allocation flexible based on market activity and client objectives.

### **Copeland's International Strategies**

**International Risk Managed Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth. The strategy also employs a tactical sector weighting methodology where we can completely avoid

certain sectors and raise cash based on quantitative signals, with the ability to go to 100% cash when the signals indicate all sectors are negative. (See also, “Investment Adviser to Copeland Trust” below.)

**International All Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**International Small Cap Dividend Growth** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

**Global Equity** - the strategy invests in stocks with a market cap range that reflects its benchmark, focused on companies with consistent dividend growth.

### **Investment Adviser to Copeland Trust**

Copeland serves as the investment adviser to the Copeland Trust, an investment company registered with the SEC under the 1940 Act. There are currently three (3) funds in the Trust - the Copeland Risk Managed Dividend Growth Fund (the "Domestic Fund"), the Copeland International Risk Managed Dividend Growth Fund (the "International Fund"), and the Copeland SMID Cap Dividend Growth Fund (the “SMID Cap Fund”) (collectively, the "Funds" or “Copeland Funds”). Services provided by Copeland include the selection of investments per the Funds’ investment objectives, policies, and restrictions. The Domestic Fund and the International Fund are available in Class A, C and I shares; the SMID Cap Fund is available in Class I shares.

### **Investment Adviser to Katama Capital Fund, LP**

Copeland is the adviser to Katama Capital Fund, LP ("Katama"), a hedge fund offered by Katama GP, LLC, the General Partner (of which Copeland is the sole Member). Katama utilizes a long/short risk managed dividend growth strategy. Copeland is responsible for management of Katama's investment portfolio, including the selection of investments per Katama's investment objective, policies and restrictions. *(This is not an offering or the solicitation of an offer to purchase an interest in any fund. Any such offer or solicitation will be made to qualified investors only by means of a final offering memorandum and only in those jurisdictions where permitted by law. An investment in the partnership is speculative and involves a high degree of risk.)*

### **Other Types of Investments**

Copeland will recommend that clients who are “accredited investors,” as defined under Rule 501 of the Securities Act of 1933, as amended, invest in private placement securities, which may include, but are not limited to, debt, equity, and/or pooled investment vehicles when consistent with the client's investment objectives. When Copeland recommends that the client invest in private placement securities other than in Katama, of which Copeland is the investment manager, Copeland shall receive no additional compensation, but shall continue to receive applicable investment advisory fees on the client's assets under management. In certain circumstances the aggregate portfolio value used to calculate Copeland's fee may include the value of the investment in the privately placed security. If Katama is selected by the client, those fees charged by Katama, to include investment advisory fees and potential performance fees, would be received by Copeland through its co-membership in the General Partner of Katama, and Copeland would not separately charge additional investment advisory fees on the assets.

If appropriate, Copeland will also provide advice about exchange traded funds (ETFs) and any type of investment held in a client's portfolio at the beginning of the advisory relationship. If a client requests a security in their account at the start of our investment advisory relationship continue to be held in their account, even though Copeland would not purchase and hold that security in the strategy selected, Copeland would mark the security as “unsupervised”. We would not include the “unsupervised” asset(s) in Copeland's assets under management and advisory fee calculations or performance, and Copeland would generally not offer investment advice on the “unsupervised” asset(s).

Generally, clients will receive written quarterly evaluations of their account(s) accompanied by an analysis of performance. However, clients are urged to refer to their custodian statements for current valuations as custodians utilize settlement date for trades versus our valuations, which are based on trade date. Any information about an “unsupervised” security would also be included in the custodian statement. Copeland is also available for periodic meetings at the request of the client.

### **Sponsored Advisory Accounts - Wrap Fee Programs**

Copeland offers investment supervisory services on a discretionary basis to clients under wrap fee programs (the “Program(s)”) sponsored by third party investment advisers, broker-dealers or other financial services firms (the “Sponsor(s)”). Depending on the structure of each Program, a client may enter a contract with Copeland and/or the Sponsor. In most Programs, the Sponsor is responsible for establishing the financial circumstances, investment objectives and investment restrictions applicable to each client. The client’s Program agreement with the Sponsor generally sets forth the services to be provided to the client by or on behalf of the Sponsor, which can include, among other things: (i) asset manager selection; trade execution, often without a transaction-specific commission or charge; (iii) custodial services; (iv) periodic monitoring of investment manager; and (v) performance reporting.

Clients are generally charged by the Sponsor a comprehensive “wrap fee” based upon a percentage of the value of the assets under management to cover the Program’s services. The wrap fee often, but not always, includes the advisory fees charged by Copeland (or other managers) through the Program. Where the services are included in the wrap fee, the Sponsor typically collects the wrap fee from the client and remits the advisory fee to Copeland (or other participating managers).

In certain Programs, clients also may be required to execute a separate agreement directly with each investment manager, such as Copeland, or the investment manager may be made party to the client/Sponsor agreement (“Dual Contract Programs”). In Dual Contract Programs, Copeland’s fee is typically paid directly by the client pursuant to a separate agreement between Copeland and the client.

Clients participating in Programs also may be subject to additional fees, expenses and charges (e.g., commissions on transactions executed by a broker-dealer other than the Sponsor or the Program’s designated broker-dealer(s), expenses with respect to investment in pooled vehicles (such as ETFs and money market and other registered investment companies), dealer mark-ups or mark-downs on principal transactions, and certain costs or charges imposed by the Sponsor or a third-party, such as odd-lot differentials, exchange fees and transfer taxes mandated by law). Participants in the Programs may pay a higher aggregate fee than if investment management, brokerage, custodial, and other services are paid for separately. The complete schedule of the wrap fees is set forth in each Sponsor’s brochure related to the Program. The Sponsors’ brochures and

this brochure are generally provided by the Sponsors to clients of the Programs prior to or concurrent with their engagement in the Programs. Generally, the client may terminate their agreement with Sponsors and Copeland at will. Termination clauses vary, and clients are advised to read the Programs' brochures thoroughly prior to investing. The Program brochure for each Sponsor is available through the SEC's website at <https://www.adviserinfo.sec.gov>.

The Programs in which Copeland participates are identified in Copeland's ADV Part 1. Aside from differences such as fees and the ability to select broker-dealers to execute trades, the accounts are managed in the same manner as other accounts at Copeland. The Sponsors are responsible for client interaction.

### **Unified Managed Accounts - UMAs, Model Portfolio Advice, Non-Discretionary Accounts**

Copeland will provide non-discretionary investment advice whereby it provides investment recommendations in the form of a model portfolio to a Sponsor or overlay manager which then utilizes all or part of the model in managing its clients' accounts. Model delivery programs are often referred to as unified managed accounts ("UMAs"). With regards to UMAs, Copeland provides model portfolios and any updates to the model portfolios to UMA Sponsors in exchange for a fee. The UMAs and other providers will then utilize the model to invest their client accounts. When there are no billable assets under management in the UMA or other provider's program, the updated model is provided to the Sponsor after trades have been completed for Copeland's client accounts. Once Copeland is made aware that there are billable assets under management, the UMA or other provider will be added into the Copeland trading rotation with Copeland's other clients. Copeland will send notification to the UMA or other model account providers when their placement in the rotation arrives, but will not wait for the UMA or other model account provider to complete their trading (as further detailed below) before moving on in the rotation. We do not offer any additional services to UMA or other provider's model accounts; the Sponsor is responsible for all trading and client interaction. UMAs and other provider model accounts' assets under management are considered non-discretionary and are not included in Copeland's regulatory assets under management. The assets are considered "assets under advisement", which, as of December 31, 2016, totaled approximately \$223 million.

The recommendations implicit in the model portfolios provided to the sponsor may reflect recommendations being made by Copeland contemporaneously to, or investment advisory decisions made contemporaneously for, similarly situated discretionary clients of Copeland. Thus, Copeland may have already commenced trading for its discretionary client accounts before the Sponsor has received or had the opportunity to evaluate or act on Copeland's recommendations. In this circumstance, trades ultimately placed by the Sponsor for its clients will be subject to price movements, particularly with large orders or where the securities are thinly traded, that may result in UMA and/or model-based program clients receiving prices that are less favorable than the prices obtained by Copeland for its discretionary client accounts. On the other hand, the Sponsor may initiate trading based on Copeland's recommendations before or at the same time Copeland is also trading for its discretionary client accounts. Particularly with large orders or where the securities are thinly traded, this could result in Copeland's discretionary clients receiving prices that are less favorable than prices that might otherwise have been obtained absent the sponsor's trading activity. Because Copeland does not control the Sponsor's execution of transactions for the Sponsor's client accounts, Copeland cannot control the market impact of such transactions to the same extent that it would for its discretionary client accounts.



Where Copeland participates in UMA and model-based programs, the model-based program Sponsor is responsible for investment decisions and performing many other services and functions typically handled by Copeland in a traditional discretionary managed account program. Depending on the facts and circumstances, Copeland may or may not have an advisory relationship with model-based program clients. To the extent that this Form ADV Part 2A is delivered to program clients with whom Copeland has no advisory relationship, or under circumstances where it is not legally required to be delivered, it is provided for informational purposes only. Furthermore, because a UMA or model-based program sponsor generally exercises investment discretion and, in many cases, brokerage discretion, performance and other information relating to Copeland's services for which it exercises investment and/or brokerage discretion is generally provided for informational purposes only, and may not be representative of model-based program client results or experience. Copeland is not responsible for overseeing the provision of services by a UMA or model-based program sponsor and cannot assure the quality of its services.

## Item 5 Fees and Compensation

### *Fees - Separately Managed Accounts*

Copeland's fees generally depend on the services that are provided and are negotiable. Copeland's fees are generally exclusive of, and in addition to, brokerage commissions, transaction fees, custodian fees and other related costs and expenses which shall be incurred by the client. Except for receipt of permissible soft dollar commissions to be used as allowed under Section 28(e) of the Securities Exchange Act of 1934, as amended, Copeland shall not receive any portion of the commissions, other fees, and other costs. Please refer to Item 12 of this brochure for additional information on soft dollar commissions. Copeland's advisory fees for the strategies we currently offer below are based on a percentage of assets under management. Fees are negotiable.

#### Large Cap Dividend Growth (*minimum account size \$250,000*)

100 basis points on the first \$5 million  
75 basis points on the next \$5 million  
65 basis points on assets above \$10 million

#### Mid Cap Dividend Growth (*minimum account size \$250,000*)

60 basis points on the first \$5 million  
55 basis points on the next \$5 million  
50 basis points on assets above \$10 million

#### Smid Cap Dividend Growth (*minimum account size \$1,000,000*)

70 basis points on the first \$5 million  
65 basis points on the next \$5 million  
60 basis points on assets above \$10 million

#### Small Cap Dividend Growth (*minimum account size \$250,000*)

100 basis points on the first \$5 million  
90 basis points on the next \$5 million  
80 basis points on assets above \$10 million

#### Micro Cap Dividend Growth (*minimum account size \$100,000,000*)

200 basis points on the first \$5 million  
175 basis points on the next \$5 million  
150 basis points on assets above \$10 million

#### All Cap Dividend Growth (*minimum account size \$1,000,000*)

60 basis points on the first \$5 million  
55 basis points on the next \$5 million  
50 basis points on assets above \$10 million

#### Risk Managed Dividend Growth (*minimum account size \$1,000,000*)

100 basis points on the first \$5 million  
90 basis points on the next \$5 million  
80 basis points on assets above \$10 million

International All Cap Dividend Growth (*minimum account size \$1,000,000*)

- 150 basis points on the first \$5 million
- 135 basis points on the next \$5 million
- 120 basis points on assets above \$10 million

International Small Cap Dividend Growth (*minimum account size \$100,000,000*)

- 150 basis points on the first \$5 million
- 135 basis points on the next \$5 million
- 120 basis points on assets above \$10 million

Large Cap Relative Value (*minimum account size \$250,000*)

- 100 basis points on the first \$5 million
- 75 basis points on the next \$5 million
- 65 basis points on assets above \$10 million

Fixed Income / Balanced (*minimum account size \$250,000*)

- 100 basis points on the first \$5 million
- 75 basis points on the next \$5 million
- 65 basis points on assets above \$10 million

Copeland's fees are negotiable. Copeland's annual fee shall be prorated and billed quarterly based upon the market value of the assets on the last day of the previous quarter. The fee for the initial quarter of services shall be pro-rated and charged in arrears, while subsequent fees will be charged either in advance or in arrears as allowed by the investment management agreement. After an account is established, fees on deposits or withdrawals may be prorated, depending on the specific circumstances and at the sole discretion of Copeland. Copeland, in its sole discretion, may negotiate to charge a greater or lesser management fee based upon certain criteria (i.e., anticipated future earning capacity, anticipated future additional assets, dollar amount of assets to be managed, related accounts, account composition, pre-existing client, account retention, etc.). Either party may terminate the advisory relationship at any time by giving the other written notice of termination or as provided in the investment management agreement. Fees paid in advance will be pro-rated to the date of termination, and any unearned portion thereof will be promptly returned to the client.

Copeland's agreement with the client and/or the separate agreement with the client's custodian may authorize Copeland, through the custodian, to debit the client's account for Copeland's fee and to directly remit that management fee to Copeland in accordance with applicable custody rules. The clients' custodians have agreed to send a statement to each client, at least quarterly, indicating all amounts disbursed from the account including the amount of management fees paid directly to Copeland. Copeland will also bill clients for fees incurred. Generally, how a client is billed for fees incurred (i.e., deduct fees from assets or client bill) depends on the type of client or program through which our services are provided.

*Fees –Sub-Advised Accounts, Non-Discretionary Accounts, UMAs and Model Portfolio Advice*

These services are furnished for a negotiated fee paid by the purchaser. The fees charged by the Sponsors are detailed in their brochures, which are available on the SEC website at <https://www.adviserinfo.sec.gov>.

## *Fees - Investment Adviser to Registered Investment Companies*

With respect to SEC-registered funds advised or sub-advised by Copeland, each fund's prospectus sets forth the applicable fees and expenses. On an annual basis, each registered fund's Board of Directors/Trustees, including the independent Board members, considers renewal of the registered fund's investment management services agreement, including the advisory fee paid by the registered fund to the investment manager.

There are additional fees associated with investing in a mutual fund such as sales charges and redemption fees (if sold within 30 days of purchase). Mutual funds pay transaction costs, such as commissions, when they buy and sell securities (or "turns over" its portfolio). For example, a higher portfolio turnover may indicate higher transaction costs and may result in higher taxes when fund shares are held in a taxable account. Please refer to each fund's prospectus and Statement of Additional Information ("SAI") for full details about fees.

Clients will incur certain charges imposed by other third parties such as custodial fees, charges imposed directly by a mutual fund or exchange traded fund in the account, which shall be disclosed in the funds' prospectuses (e.g., fund management fees and other fund expenses), deferred sales charges, odd-lot differentials, transfer taxes, wire transfer and electronic fund fees, and other fees and taxes on brokerage accounts and securities transactions. Additionally, for assets outside of any wrap fee programs, clients will incur additional expenses such as brokerage commissions and transaction fees. Such charges, fees and commissions are exclusive of, and in addition to Copeland's fee. The client should carefully review the fees to be charged by all parties involved. Please refer to the custodian for their fees as well as Item 12 of this brochure for additional information.

Mutual fund shareholders will, through their investment in the mutual funds, pay for services rendered by each fund's service providers. The service providers will change throughout the year upon request/approval by the funds' Board of Directors/Trustees. Please refer to each fund's prospectus and SAI for additional information about services providers.

Pursuant to an advisory agreement between the Domestic Fund and Copeland, Copeland is entitled to receive an annual advisory fee equal to 1.00% of the Domestic Fund's average daily net assets, paid monthly. Copeland has contractually agreed to reduce its fees and/or absorb expenses of the Domestic Fund until at least March 31, 2018, to ensure that total annual Domestic Fund operating expenses after fee deferral and/or reimbursement (exclusive of any taxes, leverage interest, borrowing interest, brokerage commissions, expenses incurred in connection with any merger or reorganization, dividend expense on securities sold short, acquired fund fees and expenses or extraordinary expenses such as litigation) will not exceed 1.45% of the daily average net asset value of Class A shares, 2.20% of the daily average net asset value of Class C shares and 1.30% of the daily average net asset value of Class I shares, subject to possible recoupment from the Domestic Fund in future years on a rolling three-year basis. Refer to the Domestic Fund's Prospectus and SAI for additional information.

The annual advisory fees for the International Fund are 1.10% of the Fund's average daily net assets, paid monthly, for Class A, C and I shares. Copeland has contractually agreed to reduce its fees and/or absorb expenses of the International Fund until at least March 31, 2018, to ensure that total annual International Fund operating expenses after fee deferral and/or reimbursement (exclusive of any taxes, leverage interest, borrowing interest, brokerage commission, expenses incurred in connection with any merger or reorganization, dividend expense on securities sold

short, acquired fund fees and expenses or extraordinary expenses such as litigation) will not exceed 1.60% of the daily average net asset value of Class A shares, 2.35% of the daily average net asset value of Class C shares and 1.45% of the daily average net asset value of Class I shares, subject to possible recoupment from the International Fund in future years. Please refer to the International Fund's Prospectus and SAI for additional information.

The SMID Cap Fund opened in March 2017. The annual advisory fees for the SMID Cap Fund are 0.75% of the SMID Cap Fund's average daily net assets, paid monthly, for Class I shares. Copeland has contractually agreed to reduce its fees and/or absorb expenses of the SMID Cap Fund until at least March 31, 2018, to ensure that total annual SMID Cap Fund operating expenses after fee deferral and/or reimbursement (exclusive of any taxes, leverage interest, borrowing interest, brokerage commission, expenses incurred in connection with any merger or reorganization, dividend expense on securities sold short, acquired fund fees and expenses or extraordinary expenses such as litigation) will not exceed 0.95% of the daily average net asset value of Class I subject to possible recoupment from the Fund in future years. Refer to the SMID Cap Fund's Prospectus and SAI for additional information.

Copeland's annual fee for the Copeland Funds is calculated and paid monthly by the Funds' administrator, Gemini Fund Services ("Gemini"). Approvals are required from both Copeland and Gemini prior to payment being sent.

#### *Fees - Investment Adviser to Hedge Funds*

Investors and prospective investors should review the governing documents of each hedge fund in conjunction with this brochure for complete information on the fees and compensation payable with respect to that hedge fund. Different hedge funds and advisory accounts may be subject to different management fees and performance-based compensation arrangements. In certain circumstances, the advisory fees payable to Copeland by individual investors may be negotiable and/or waived.

Copeland is authorized under the governing documents to charge and deduct advisory fees directly from the assets of Katama. Payments of advisory fees are made in accordance with the terms set forth in the governing documents. Please refer to the governing documents of each of Katama and any other hedge fund managed by Copeland, for complete information on the timing of advisory fee payments. Please refer to Item 6 "Performance-Based Fees and Side-By-Side Management," for additional details about Katama's fees.

In addition to external investors, investments in managed hedge funds are made by certain employees and officers of Copeland (including members of the portfolio management team and senior employees). Such officers and employees may be charged discounted management fees but are subject to the same rights and obligations, including redemption rights, expense and transaction costs, as those of the other investors.

In addition to advisory fees, there are additional fees and expenses charged to the hedge funds and underlying investors, such as auditor fees, custodian, back and middle office, regulatory and legal expenses, transaction expenses (including brokerage fees), and government filing fees. Investors may be charged additional fees by their service providers, such as a fee from a bank to wire money. The hedge funds also bear the cost of certain organizational, administrative, offering and operational expenses.

### *Compensation for Product Sales*

Any additional compensation to individuals because of product sales is paid out of Copeland's fees and there is no additional fee charged to the clients/shareholders. In addition to salary and discretionary bonus, certain employees, depending on their role at Copeland, will also be paid by Copeland for the following: RFP production; net mutual fund sales; commissions on gross mutual fund sales; and incentives on other assets raised. This payment structure may present a conflict of interest and may give an incentive to recommend investment products based on the compensation received rather than on a client's needs.

As noted above in Item 4, individual client investment constraints, if any, shall be set forth by the client in the Agreement or in writing at a later date. Investment advisory services are provided to clients based on the objectives of the client, as established at an initial meeting with Copeland or through written investment objectives submitted by the client or client's representative.

Clients may purchase investment products that Copeland recommends through other brokers or agents not affiliated with Copeland. Clients also can purchase the Copeland Funds directly through their transfer agent or through other broker dealers. If the Copeland Funds are purchased directly or through a broker-dealer or other financial intermediary, and assets in the fund increase from that purchase, Copeland will receive income from the mutual fund for advisory fees which are calculated using the mutual fund's average assets under management.

If you purchase the Copeland Funds through a broker-dealer or other financial intermediary (such as a bank), the Copeland Funds and their related companies may pay the intermediary for the sales of shares and related services. These payments may create a conflict of interest by influencing the broker-dealer or other intermediary and your salesperson to recommend the Copeland Funds over another investment. Ask your salesperson or visit your financial intermediary's website for more information.

### *Vendor Discounts*

Copeland contracts with certain vendors on behalf of the firm and clients, which provide administrative, legal, accounting, recordkeeping and other services. Since Copeland may not obtain the exact same benefits for the firm and clients (separate accounts, mutual funds and hedge funds), there may be instances where service providers or their affiliates may charge clients different rates compared to the rates charged to Copeland, which may result in Copeland being subject to more favorable rates than those payable by clients.

## **Item 6 Performance-Based Fees and Side-By-Side Management**

### **Performance Based Fees**

Copeland does not offer any products that charge advisory fees on a share of the capital appreciation of the funds or securities in a client account (i.e., performance-based fees), except with the hedge fund, Katama Capital Fund, LP ("Katama"), further described below.

As compensation to Copeland for the investment management of Katama, the Limited Partnership will pay the General Partner, Katama GP, LLC (of which Copeland is the sole Member) monthly management fees in arrears equal to one-twelfth (1/12) of two percent (2%) of the net asset value of the Partnership attributable to the Limited Partners at the close of business on the last business day of each month, except for Founders Class Limited Partners (as defined in the Private Placement Memorandum), who will be charged one and one half percent (1.5%). The management fee calculations are prepared by Katama's fund administrator. The Partnership will pay all of its own direct organizational, investment and operating expenses as noted in the Offering Documents.

Katama GP, LLC will receive special incentive allocations based on the return to each Limited Partner's Capital Account. The special allocation charged to a Limited Partner as of each measurement date will equal twenty percent (20%) of the net realized and unrealized appreciation in the value of the Limited Partner's Capital Account, except for Founders Class Limited Partners (as defined in the Private Placement Memorandum), who will be charged ten percent (10%). The performance based fee calculations are prepared by Katama's fund administrator.

Where performance is good, performance-based fee clients may be charged fees higher than the industry standard. Copeland may have a material incentive to favor certain, more lucrative accounts over those that may be less lucrative. For example, there could exist an incentive to trade some accounts more aggressively than others in an effort to maximize the profits for those accounts in which Copeland would share through a performance-based fee. Additionally, Copeland may have a material incentive to favor accounts in which it has a proprietary interest. To mitigate such risk, Copeland designs its trade allocation policies and procedures (discussed more fully in Item 12) to minimize any potential for such bias.

### **Side-By-Side Management**

Currently, as described in Item 12 below under Trade Aggregation and Allocation, trade allocation decisions are made by Copeland, among client accounts, on a fair and equitable rotational basis to ensure that no single relationship has a trading advantage.

Conflicts of interest arise in connection with the management of multiple accounts. For example, investment personnel may have conflicts of interest in allocating management time, resources, and investment opportunities among accounts. Differences between accounts lead to additional conflicts, such as: accounts may differ in terms of fee structure (fixed versus performance-based), size, restrictions, or investment strategy. Personal investments by investment personnel may provide incentives to favor one account over another. Copeland has policies and procedures in place to mitigate potential conflicts of interest. Personal investments of Copeland principals and employees are monitored by Copeland's Compliance department under the firm's Code of Ethics, as discussed more fully in Item 12.

There may be circumstances when purchases or sales of securities for one or more client accounts will have an adverse effect on other clients. For example, a specific security will sometimes be bought for certain clients and sold for other clients. In addition, Copeland may hold a stock short in one client's account and long in another client's account in a different strategy.

### *Trade Rotation Procedures*

Copeland's policy is to provide a fair and equitable method of trade rotation in placing trades for clients' accounts. To meet this objective, we have established written trade rotation procedures. Copeland utilizes a trade rotation log, which lists the trade rotation schedule for occasions that Copeland transacts the same security for multiple client accounts. The log is designed as an internal control to help us ensure that we do not treat client accounts unfairly to the extent reasonably practicable and that no client account, or group of accounts, is systematically disadvantaged over time.

Copeland maintains a file that monitors the rotation of trades fairly among strategies. When multiple strategies are involved in a trade of the same security, the strategy that goes first is determined by a rotation that is chronological by date of strategy inception.

When trading in a security that is available in separate markets, trades may occur in separate markets concurrently while still following the trade rotation policies in place for each strategy. Domestic trades will follow their trade rotation in the US market while International trades will follow their trade rotation in the International market(s), and both market rotations can be started at the same time.

Once the lead strategy is determined for a trade, the rotation is then determined alphabetically by client, including both directed and non-directed accounts. Copeland will block trades (combining multiple client trades of the same stock together) when possible and when it is advantageous to clients. This includes the blocking of clients that are directed to the same broker within a strategy, that are directed to the same broker across multiple strategies, and that are non-directed clients and may be blocked to the broker of Copeland's choice based on Copeland's effort to achieve best execution. Partially filled block orders are allocated pro-rata. Generally, for directed accounts, Copeland will not step out trades to be blocked to other brokers. Copeland will not utilize the services of a prime broker, except on occasion when trading limited partnership accounts.

In cases where the Copeland profit sharing plan is the only account at a brokerage firm it will always be entered last. However, it may trade earlier if it may be blocked with clients at the same broker.

In cases where Copeland participates in a UMA or model-based program with no billable assets under management invested in the model, the updated model is provided after trades have been completed for Copeland's client accounts. Once Copeland is made aware that there are billable assets in the UMA, the program will be added into Copeland's trading rotation with Copeland's other client accounts. Copeland will send notification to the UMA or other model account providers when their placement in the rotation arrives, but will not wait for the UMA or other model account provider to complete their trading (as further detailed below) before moving on in the rotation. We do not offer any additional services to UMA or other provider's model accounts; the sponsoring investment adviser or broker dealer ("sponsor") is responsible for all trading and client interaction. UMAs and other provider model accounts' assets for which Copeland provides the model are considered non-discretionary assets under advisement for Copeland.



The recommendations implicit in the model portfolios provided to the sponsor may reflect recommendations being made by Copeland contemporaneously to, or investment advisory decisions made contemporaneously for, similarly situated discretionary clients of Copeland. Thus, Copeland may have already commenced trading for its discretionary client accounts before the sponsor has received or had the opportunity to evaluate or act on Copeland's recommendations. In this circumstance, trades ultimately placed by the sponsor for its clients may be subject to price movements, particularly with large orders or where the securities are thinly traded, that may result in model-based program clients receiving prices that are less favorable than the prices obtained by Copeland for its discretionary client accounts. On the other hand, the sponsor may initiate trading based on Copeland's recommendations before or at the same time Copeland is also trading for its discretionary client accounts. Particularly with large orders or where the securities are thinly traded, this could result in Copeland's discretionary clients receiving prices that are less favorable than prices that might otherwise have been obtained absent the sponsor's trading activity. Because Copeland does not control the sponsor's execution of transactions for the sponsor's client accounts, Copeland cannot control the market impact of such transactions to the same extent that it would for its discretionary client accounts.

Where Copeland participates in model-based programs, the model-based program sponsor is responsible for investment decisions and performing many other services and functions typically handled by Copeland in a traditional discretionary managed account program. Depending on the facts and circumstances, Copeland may or may not have an advisory relationship with model-based program clients. To the extent that this Form ADV Part 2A is delivered to program clients with whom Copeland has no advisory relationship, or under circumstances where it is not legally required to be delivered, it is provided for informational purposes only. Furthermore, because a model-based program sponsor generally exercises investment discretion and, in many cases, brokerage discretion, performance and other information relating to Copeland's services for which it exercises investment and/or brokerage discretion is generally provided for informational purposes only, and may not be representative of model-based program client results or experience. Copeland is not responsible for overseeing the provision of services by a model-based program sponsor and cannot assure the quality of its services.

## **Item 7 Types of Clients**

We provide our services to several different types of clients and solicit our services to others, which may include, but are not limited to, the following categories:

- Individuals, including high net worth individuals
- Trusts, estates and charitable organizations
- Pension and profit sharing plans
- Corporations or other business entities
- Foundations & endowments
- Investment companies
- Taft-Hartley / Union Advisory accounts
- Governmental plans, municipalities

### *Conditions for Managing Accounts*

#### Notification of Deposits

Copeland requests that the client, broker and/or custodian of any Copeland account notify Copeland of all investable cash in advance so the funds can receive timely investing. In situations where Copeland finds out about a deposit via the brokerage statement or in some other manner which is not timely, Copeland will consider the cash as unsupervised from the date the cash was deposited in the Copeland account until the date Copeland became aware of the investable cash via its reconciliation procedures or some other means.

#### Notification of Withdrawals / Raising Cash

Copeland requires notification from the client, broker and/or custodian of all cash withdrawals from any Copeland account. Copeland will raise cash following receipt of the withdrawal notice and the cash will remain in the Copeland account as unsupervised until it is withdrawn by the client. Copeland encourages the client to withdraw the cash from the Copeland account in a timely manner.

#### Investment Objective Changes

Any requests to change the Copeland account's investment objective, other than sub-advisory accounts, must be promptly received by Copeland in writing (or by phone followed up in writing) from the client and requires the client's signature or the signature of an authorized party. The investment adviser to the sub-advisory accounts must also promptly notify Copeland in writing (or by phone followed up in writing) of any request to change the investment objective.

#### Investment Restrictions

**Equity restrictions** - may include, but are not limited to, legal, market capitalization, industry concentration, dividend yield, specific stocks, etc.

***Fixed Income restrictions*** - may include, but are not limited to, maturity length, yield, credit quality, liquidity, instrument type, etc.

If the restrictions cause Copeland to not be able to purchase a security, Copeland may purchase additional amounts of unrestricted security holdings. From time to time, this process will result in a security, industry and/or sector weighting that materially exceeds those of Copeland's unrestricted accounts, thus affecting the risk/return characteristics of the Copeland account. Account restrictions may also prevent an account from being included in strategy composites. Copeland reserves the right to reject or terminate any Copeland account it deems overly restrictive.

#### *ACATing and Other Account Changes*

By request, or at its own discretion, Copeland may suspend trading in a Copeland account for temporary purpose due to, but not limited to, the following reasons or until Copeland receives what it considers is proper notification to resume trading: account name and number changes, asset allocation changes, address change followed by a withdrawal request, custodian changes (ACATs), and error research and corrections.

#### *Margin Accounts*

***Copeland accounts:*** It is Copeland's general policy not to accept any Copeland accounts on margin. If an existing Copeland account goes to margin status, the Copeland account may be terminated at Copeland's discretion.

***Copeland Sub-Advisory Accounts:*** Some of the sponsored programs that Copeland participates in as a sub-adviser may occasionally permit the use of margin in accounts. While Copeland discourages the use of margin, the ultimate decision rests with the adviser and the client, Copeland will continue to sub-advise the account so long as the margin status does not affect Copeland's ability to effectively manage the Copeland account. If the margin status affects the management of the Copeland account, the Copeland account may be terminated at Copeland's discretion.

#### *Death or Disability*

The death, disability, or incompetency of an advisory client will not terminate or change the terms of the client's investment advisory agreement. However, in the event of an advisory client's death, permanent disability or incompetency, the client's executor, guardian, attorney-in-fact or other authorized representative, upon receipt of proof of status as such, may terminate the client's investment advisory agreement by giving written notice to Copeland, with such termination being effective upon Copeland's receipt of such notice, unless a later date is specified in the termination letter.

#### *Account Minimums*

The account minimums are negotiable and may vary by Sponsor.

A minimum of \$250,000 of assets is generally required to open a Copeland Large Cap Dividend Growth, Mid Cap Dividend Growth, Small Cap Dividend Growth account, Large Cap Relative Value account, or a Fixed Income / Balanced account.

A minimum account size of \$1 million is generally required to open a Copeland Risk Managed Dividend Growth, Smid Cap Dividend Growth, All Cap Dividend Growth or an International Dividend Growth account.

A minimum account size of \$1 million is generally required to open a Copeland Micro Cap Dividend Growth or International Small Cap Dividend Growth account.

For the mutual funds, the minimum initial and subsequent investment amounts are detailed in each fund's prospectus and SAI.

For Katama, the minimum single investment is \$500,000, subject to waiver at the discretion of the General Partner. The Founder's Class minimum single investment is \$250,000. The General Partner has the right to accept or reject any subscription in whole or in part. Please refer to the Limited Partner documents for additional information.

Accounts can be closed by Copeland if their account falls below the account minimums.

*Copeland reserves the right to accept or maintain accounts below the stated minimums. Copeland also reserves the right to waive and/or negotiate other conditions for managing accounts.*

Copeland has brokerage discretion for some, but not all, of its clients. Limitations on the degree of such authority vary and are determined by the individual client.

## **Item 8 Methods of Analysis, Investment Strategies and Risk of Loss**

### **Methods of Analysis**

Fundamental analysis may include, where relevant, a review of each company's competitive position (within its industry and relative to the market), an evaluation of its return on capital and/or cash flow generation & use, its valuation, any regulatory concerns surrounding the company or its industry, insider ownership, and other related factors.

Quantitative analysis identifies the characteristics that are predictive of future price out-performance by sectors and stocks. These characteristics are then monitored to support decisions on the relative weighting of sectors and stocks within the portfolios. The characteristics researched may include, but are not limited to, various measures of dividend health and growth potential, valuation, business momentum, and the productivity of a company's operations.

Macro-economic analysis attempts to evaluate securities, industries and sectors with an emphasis on how they perform at different points in the business and/or interest rate cycle by looking at historical experience, as well as attempting to handicap the current environment for any meaningful differences relative to those prior period comparisons.

Technical analysis may include, but not limited to, a review of price charts, relative price charts, trading activity including volume and changes therein.

Copeland uses the following sources of information for its analysis: financial newspapers and magazines; inspections of corporate activities; research materials prepared by others; corporate rating services; timing services; annual reports; filings with the SEC; and company press releases.

### **Investment Strategies**

Copeland offers investment strategies that employ fundamental, quantitative, macro-economic and technical analysis. The following philosophy drives all of our dividend growth investment strategies: we believe that stocks with sustainable dividend growth consistently outperform the market with less risk. In order to validate the sustainability of dividend growth, much of our analysis is focused on: 1) finding companies with strong competitive advantages and returns on capital, which support the consistent generation of rising cash flows; and 2) identifying management teams who have demonstrated a willingness to share those rising cash flows with investors, once they have made the required investments in their businesses to protect their advantages and promote growth. Once such companies have been identified, the investment team seeks to purchase these names at attractive valuation levels, guided by historical norms, industry comparisons and/or relative to growth prospects and the strength of returns on capital.

Currently, Copeland's investment strategies emphasize securities purchases held for the long term (more than 12 months), however, from time to time, due to rapid changes in either the market or a given security's fundamentals, it is possible that we may execute a short term (sold within one year) or trading (selling securities within 30 days) strategy. Moreover, outside of the hedge fund strategy, while we may at some point in the future utilize option writing, including covered and uncovered options and/or spreading strategies, we do not currently employ any of those strategies in any of our other product offerings.

## **Risk of Loss**

Investing in securities involves the risk of loss that clients should be prepared to bear. Copeland's strategies are not meant to provide a complete investment program for a client. Clients and other investors are responsible for diversifying their assets to guard against the risk of loss.

All investments carry the risk of loss and there is no guarantee that any investment strategy will meet its objective. There is no guarantee that companies will declare dividends or, if declared, that they will remain at current levels or increase over time. Our investment approach keeps the risk of loss in mind.

Depending on the type of securities that you invest in, your risk of loss includes (among other things), but is not limited to, loss of principal (invested amount), a reduction in earnings (including interest, dividends and other distributions), loss of any profits that have not been realized (the securities were not sold to "lock in" the profit), and the loss of future earnings. These risks include but are not limited to market risk, interest rate risk, issuer risk and general economic risk. Each investor should be prepared to bear the risk of loss.

Although it is illegal and exceptionally rare, there is also a risk that company management of a security that we own may engage in fraudulent, deceptive or manipulative conduct, such as the market experienced with Enron and WorldCom. In most cases, these practices are difficult to identify through traditional fundamental analysis, no matter how rigorous. Clients should be aware of this remote possibility and the associated risk of loss. Examples of fraudulent conduct include, but are not limited to, misrepresentations to stockholders or misappropriation of funds.

As you may know, stock and bond markets fluctuate substantially over time. In addition, as recent global and domestic economic events have indicated, performance of any investment is not guaranteed. Thus, there is a risk of loss of the assets we manage that may be out of our control. We will do our very best in the management of your assets; however, we cannot guarantee any level of performance or that you will not experience a loss of your account assets.

Securities are not FDIC insured; are not a deposit; may lose value; are not bank guaranteed; and are not insured by any federal government entity.

The value of a specific security can be more volatile than the market and can perform differently from the market. The value of securities of smaller sized issuers can be more volatile than that of larger issuers. The value of certain types of securities can be more volatile due to increased sensitivity to adverse issuer, political, regulatory, market, or economic developments.

### *Additional Investment Strategy Risks*

*Common Stock Risk:* Common stock represents an equity (ownership) interest in a company, and usually possesses voting rights and earns dividends. Dividends on common stock are not fixed but are declared at the discretion of the issuer. Common stock generally represents the riskiest investment in a company. In addition, common stock generally has the greatest appreciation and depreciation potential because increases and decreases in earnings are usually reflected in a company's stock price. The fundamental risk of investing in common and preferred stock is the risk that the value of the stock might decrease. Stock values fluctuate in response to the activities of an individual company or in response to general market and/or economic conditions. Historically, common stocks have provided greater long-term returns and have entailed greater short-term risks than preferred stocks, fixed-income securities and money market investments. The

market value of all securities, including common and preferred stocks, is based upon the market's perception of value and not necessarily the book value of an issuer or other objective measures of a company's worth.

*Credit Risk:* Certain fixed income securities have speculative characteristics and changes in economic conditions or other circumstances are more likely to lead to a weakened capacity of those issuers to make principal or interest payments, as compared to issuers of more highly rated securities.

*Currency Risk:* Currencies may be purchased or sold for a portfolio through the use of forward contracts or other instruments. A portfolio that seeks to trade in foreign currencies may have limited access to certain currency markets due to a variety of factors, including government regulations, adverse tax treatment, exchange controls and currency convertibility issues. A portfolio may hold investments denominated in currencies other than the currency in which the portfolio is denominated. Currency exchange rates can be volatile, particularly during times of political or economic unrest or as a result of actions taken by central banks. A change in exchange rates may produce significant losses to a portfolio.

*Derivatives Risk:* Investments in derivatives, including but not limited to, options, futures, options on futures, forwards, participatory notes, swaps, structured securities, tender-option bonds and derivatives relating to foreign currency transactions, which can be used to hedge a portfolio's investments or to seek to enhance returns, entail specific risks relating to liquidity, leverage and credit that may reduce returns and/or increase volatility. The use of derivative instruments involves risks different from, or possibly greater than, the risks associated with investing directly in securities and other traditional investments. These risks include (i) the risk that the counterparty to a derivative transaction may not fulfill its contractual obligations; (ii) risk of mispricing or improper valuation; and (iii) the risk that changes in the value of the derivative may not correlate perfectly with the underlying asset, rate or index. These risks could cause the portfolio to lose more than the principal amount invested. In addition, investments in derivatives may involve leverage, which means a small percentage of assets invested in derivatives can have a disproportionately large impact on the portfolio.

*Dividend-Paying Stock Risk:* The emphasis on dividend-paying stocks could cause the strategies to underperform similar strategies that invest without consideration of a company's track record of paying dividends. Stocks of companies with a history of paying dividends may not participate in a broad market advance to the same degree as most other stocks, and a sharp rise in interest rates or economic downturn could cause a company to unexpectedly reduce or eliminate its dividend. If the amount a company pays out as a dividend exceeds its earnings and profits, the excess will be treated as a return of capital and a client's tax basis in the stock will be reduced. A reduction in a client's tax basis in such stock will increase the amount of gain (or decrease the amount of loss) recognized by the client on a subsequent sale of the stock.

*Fixed Income/Debt/Bond Securities Risk:* Yields on fixed income securities are dependent on a variety of factors, including the general conditions of the money market and other fixed income securities markets, the size of a particular offering, the maturity of the obligation and the rating of the issue. An investment in fixed income securities will be subject to risk even if all fixed income securities in a portfolio are paid in full at maturity. All fixed income securities, including U.S. Government securities, can change in value when there is a change in interest rates or the issuer's actual or perceived creditworthiness or ability to meet its obligations.

*Foreign Investing Risk:* Investing in securities of foreign issuers may involve more risks than investing in U.S. companies. These risks can increase the potential for losses and may include, among others, the effect of currency devaluations, currency risks (fluctuations in currency exchange rates), country risks (political, diplomatic, regional conflicts, terrorism, war, social and economic instability and policies that have the effect of limiting or restricting foreign investment or the movement of assets), different trading practices, less government supervision, less publicly available information and limited trading markets. Foreign investments may experience greater volatility than U.S. investments. Additionally, investments in securities denominated in foreign currencies are subject to the risk that those currencies will decline in value relative to the U.S. dollar. A decline in the value of foreign currencies relative to the U.S. dollar will reduce the value of securities denominated in those currencies.

*Hedging Risk:* Hedging techniques could involve a variety of derivatives, including futures contracts, exchange-listed and over-the-counter put and call options on securities, financial indices, forward foreign currency contracts, and various interest rate transactions. A transaction used as a hedge to reduce or eliminate losses associated with a portfolio holding or particular market that a portfolio has exposure, including currency exposure, can also reduce or eliminate gains. Hedges are sometimes subject to imperfect matching between the hedging transaction and its reference portfolio holding or market (correlation) risk, and there can be no assurance that a portfolio's hedging transaction will be effective. In particular, the variable degree of correlation between price movements of hedging instruments and price movements in the position being hedged creates the possibility that losses on the hedge may be greater than gains in the value of the positions of the portfolio. Increased volatility will generally reduce the effectiveness of the portfolio's hedging strategy. Hedging techniques involve costs, which could be significant, whether or not the hedging strategy is successful. Hedging transactions, to the extent they are implemented, may not be completely effective in insulating portfolios from risk.

*Interest Rate Risk:* Debt securities have varying levels of sensitivity to changes in interest rates. In general, the price of a debt security can fall when interest rates rise and can rise when interest rates fall. Securities with longer maturities and mortgage securities can be more sensitive to interest rate changes although they usually offer higher yields to compensate investors for the greater risks. The longer the maturity of the security, the greater the impact a change in interest rates could have on the security's price. In addition, short-term and long-term interest rates do not necessarily move in the same amount or the same direction. Short-term securities tend to react to changes in short-term interest rates and long-term securities tend to react to changes in long-term interest rates.

*Management Risk:* Copeland's dependence on its dividend growth and judgments about the attractiveness, value and potential appreciation of particular securities in which the strategies invest may prove incorrect and may not produce the desired results.

*Market Risk:* The value of an account will fluctuate based on changes in the value of the securities in which the strategy invests. The strategy may invest in securities that may be more volatile and carry more risk than some other forms of investment. The price of securities may rise or fall because of economic or political changes. Security prices, in general, may decline over short or even extended periods of time. Market prices of securities in broad market segments may be adversely affected by a prominent issuer having experienced losses or by the lack of earnings or such an issuer's failure to meet the market's expectations with respect to new products or services, or even by factors wholly unrelated to the value or condition of the issuer, such as changes in interest rates.



## *Master Limited Partnerships (MLPs)*

MLPs are publicly traded partnerships that trade mainly on the New York Stock Exchange and/or the NASDAQ, the same as stocks. With a few exceptions, MLPs hold and operate assets related to the transportation and storage of energy (certain MLPs may have commodity risk). Most publicly traded companies are corporations. Corporate earnings are usually taxed twice. The business entity is taxed on any money it makes and then shareholders are taxed on the earnings the company distributes to them.

In the 1980s, Congress allowed public trading of certain types of companies as partnerships instead of as corporations. The main advantage a partnership has over a corporation is that partnerships are “pass through” entities for tax purposes. This means that the company does not pay any tax on its earnings. Distributions are still taxed, but this avoids the problem of double taxation that most publicly traded companies face. Congress requires that any company designated as an MLP has to produce 90% of its earnings from “qualified resources” (natural resources and real estate). Most MLPs are involved in energy infrastructure, i.e. things like pipelines. MLPs are required to pay minimum distributions to limited partners. A contract establishes the payments, so distributions are predictable. Otherwise, the shareholders could find the company in breach of contract.

In addition to general business risks, MLPs bear the following risks:

An investment in MLP units involves certain risks which differ from an investment in the securities of a corporation. Holders of MLP units have limited control and voting rights on matters affecting the partnership. In addition, there are certain tax risks associated with an investment in MLP units and conflicts of interest exist between common unit holders and the general partner, including those arising from incentive distribution payments. As a partnership, an MLP has no tax liability at the entity level. If, because of a change in current law or a change in an MLP's business, an MLP were treated as a corporation for federal income tax purposes, such MLP would be obligated to pay federal income tax on its income at the corporate tax rate. If an MLP were classified as a corporation for federal income tax purposes, the amount of cash available for distribution by the MLP would be reduced and distributions received by investors would be taxed under federal income tax laws applicable to corporate dividends (as dividend income, return of capital, or capital gain). Therefore, treatment of an MLP as a corporation for federal income tax purposes would result in a reduction in the after-tax return to investors, likely causing a reduction in the value of accounts.

A decline in commodity prices may lead to a reduction in production or supply of those commodities. A decrease in the production of natural gas, natural gas liquids, crude oil, coal or other energy commodities or a decrease in the volume of such commodities available for transportation, mining, processing, storage or distribution may adversely impact the financial performance of MLPs. To maintain or grow their revenues, these companies need to maintain or expand their reserves through exploration of new sources of supply, through the development of existing sources, through acquisitions, or through long-term contracts to acquire reserves. The financial performance of MLPs may be adversely affected if they, or the companies to whom they provide the service, are unable to cost-effectively acquire additional reserves sufficient to replace the natural decline.

Various governmental authorities have the power to enforce compliance with regulations and the permits issued under them, and violators are subject to administrative, civil and criminal

penalties, including civil fines, injunctions or both. Stricter laws, regulations or enforcement policies could be enacted in the future which would likely increase compliance costs and may adversely affect the financial performance of MLPs. Volatility of commodity prices, which may lead to a reduction in production or supply, may also negatively impact the performance of MLPs.

MLPs are also subject to risks that are specific to the industry they serve. MLPs that provide crude oil, refined product, natural gas liquids and natural gas services are subject to supply and demand fluctuations in the markets they serve which will be impacted by a wide range of factors, including fluctuating commodity prices, weather, increased conservation or use of alternative fuel sources, increased governmental or environmental regulation, depletion, rising interest rates, declines in domestic or foreign production, accidents or catastrophic events, and economic conditions, among others. The trending excess worldwide oil and gas reserves and production has, and may further, depress the value of investments in energy related MLPs. This trend is causing producers to curtail production and/or reduce capital spending for exploration activities.

*Micro, Small and Medium Capitalization Stock Risk:* The value of micro, small or medium capitalization company securities may be subject to more abrupt or erratic market movements than those of larger, more established companies or the market averages in general. These companies may have narrower markets, limited product lines, fewer financial resources, and they may be dependent on a limited management group. Investing in lesser-known, micro, small and medium capitalization companies involves greater risk of volatility than is customarily associated with larger, more established companies. Often micro, small and medium capitalization companies and the industries in which they are focused are still evolving and, while this may offer better growth potential than larger, more established companies, it also may make them more sensitive to changing market conditions.

*Municipal Securities Risk:* Municipal Securities can be significantly affected by political or economic changes as well as uncertainties in the market related to taxation, changes in interest rates, the relative lack of information about certain issuers of municipal securities, legislative changes or the rights of municipal security holders. Municipal securities back by current or anticipated revenue from a specific project or specific assets can be negatively affected by the inability to collect revenues for the project or from the assets.

*Portfolio Turnover Risk:* Active and frequent trading of securities and financial instruments in a portfolio may result in increased transaction costs, including potentially substantial brokerage commissions, fees and other transaction costs. In addition, frequent trading is likely to result in short-term capital gains tax treatment. As a result of portfolio turnover, the performance of a portfolio may be negatively affected.

*Preferred Stocks Risk:* Preferred stock generally does not exhibit as great a potential for appreciation as common stock, although it ranks above common stock in its claim on income for dividend payments and in liquidation. In the event an issuer is liquidated or declares bankruptcy, the claims of owners of bonds take precedence over the claims of preferred and common stockholders. Preferred stock may also be subject to optional or mandatory redemption provisions.

*Quantitative Model Risk:* When executing an investment strategy using various proprietary quantitative or investment models, securities or other financial instruments selected may perform differently than expected, or from the market as a whole, as a result of a model's component factors, the weight placed on each factor, changes from the factors' historical trends and technical

issues in the construction, implementation and maintenance of the models (e.g., data problems, software issues, etc.). There can be no assurance that a model will achieve its objective.

*REIT Risk:* A REIT's performance depends on the types and locations of the rental properties it owns and on how well it manages those properties. Real estate values rise and fall in response to a variety of factors, including, but not limited to, local, regional and national economic conditions, interest rates and tax considerations. When economic growth is slow, demand for property decreases and prices tend to decline. Property values tend to decrease because of overbuilding, increases in property taxes and operating expenses, changes in zoning laws, environmental regulations or hazards, uninsured casualty or condemnation losses, or a general decline in neighborhood values to name just a few. A decline in rental income will likely occur because of extended vacancies, increased competition from other properties, tenants' failure to pay rent or poor management, along with other reasons. A REIT's performance also depends on the company's ability to finance property purchases and renovations and manage its cash flows. Because REITs typically are invested in a limited number of projects or in a particular market segment, they are more susceptible to adverse developments affecting a single project or market segment than more broadly diversified investments. An entity that fails to qualify as a REIT would be subject to a corporate level tax, would not be entitled to a deduction for dividends paid to its shareholders and would not pass through to its shareholders the character of income earned by the entity.

*Sector Risk:* To the extent the Fund invests more heavily in particular sectors, its performance will be especially sensitive to developments that significantly affect those sectors. Individual sectors may be more volatile, and may perform differently, than the broader market. The industries that constitute a sector may all react in the same way to economic, political or regulatory events.

*Short Sales Risk:* A short sale is a transaction in which a portfolio sells a security it does not own or have the right to acquire (or that it owns but does not wish to deliver) in anticipation that the market price of that security will decline. When a portfolio makes a short sale, the broker-dealer through which the short sale is made must borrow the security sold short and deliver it to the party purchasing the security. A portfolio is required to make a margin deposit in connection with such short sales; the portfolio may have to pay a fee to borrow particular securities and will often be obligated to pay over any dividends and accrued interest on borrowed securities. If the price of the security sold short increases between the time of the short sale and the time the portfolio covers its short position, the portfolio will incur a loss; conversely, if the price declines, the portfolio will realize a capital gain. Any gain will be decreased, and any loss increased, by the transaction costs described above. The successful use of short selling may be adversely affected by imperfect correlation between movements in the price of the security sold short and the securities being hedged. To the extent a portfolio sells securities short, it will pledge collateral to the broker-dealer and (except in the case of short sales "against the box") will maintain additional asset coverage in the form of cash, U.S. government securities or other liquid securities with its custodian in a segregated account in an amount at least equal to the difference between the current market value of the securities sold short and any amounts required to be pledged as collateral to the selling broker (not including the proceeds of the short sale).

*Temporary Defensive Investments:* When dictated by the adviser's technical model, some of the strategies will invest up to 100% of its portfolio in cash and cash equivalents for temporary defensive purposes. Specifically, the adviser utilizes sector-risk signals that forecast which sectors of the market are likely to decline in value. By avoiding these sectors and increasing the strategy's allocation to cash and cash equivalents, the adviser attempts to limit losses. The cash equivalents

include but are not limited to: shares of money market mutual funds and short-term ETFs, commercial paper, certificates of deposit, bankers' acceptances, U.S. Government securities and repurchase agreements. While the strategy is in a defensive position, the opportunity to achieve its investment objectives of capital appreciation and income growth will be limited. Furthermore, to the extent that the strategy invests in money market mutual funds or ETFs for cash positions, there will be some duplication of expenses because each account pays its pro-rata portion of such money market funds' advisory fees and operational fees. The strategy may also invest a substantial portion of its assets in such instruments at any time to maintain liquidity or pending selection of investments in accordance with its policies.

*Turnover Risk:* A higher portfolio turnover may result in higher transactional and brokerage costs associated with the turnover which may reduce a return, unless the securities traded can be bought and sold without corresponding commission costs. Active trading of securities may also increase realized capital gains or losses, which may increase the taxes you pay if held in a taxable account.

### *General Risks*

*Business and Regulatory Risks:* Business and regulatory changes could occur during the term of the strategies which may adversely affect the strategies or Copeland. For example, the business and regulatory environment for leveraged investors and hedge funds is evolving, and changes in the direct or indirect regulation of leveraged investors or hedge funds may adversely affect the ability of the strategies to pursue their investment objectives and/or trading strategies. In addition, certain jurisdictions have imposed restrictions and reporting requirements on short selling. Further, regulators and exchanges are authorized to regulate trading or other activity with respect to certain markets and may impose other restrictions which could have significant adverse effects on the strategies' portfolios and the ability of the strategies to pursue their investment strategies and achieve their investment objectives.

*Business Continuity Risk:* Copeland has adopted a business continuity plan to maintain critical functions in the event of a partial or total building outage affecting its offices or a technical problem affecting applications, data centers or networks. The plan is designed to limit the impact on clients from any business interruption or disaster. Nevertheless, Copeland's ability to conduct business may be curtailed by a disruption in the infrastructure that supports our operations and the regions in which our offices are located.

*Cyber Security Risk:* Copeland and its service providers may be prone to operational and information security risks resulting from breaches in cyber security. A breach in cyber security refers to both intentional and unintentional events that may cause clients and/or Copeland to lose proprietary information, suffer data corruption, or lose operational capacity. Breaches in cyber security include, among other behaviors, stealing or corrupting data maintained online or digitally, denial of service attacks on websites, the unauthorized release of confidential information or various other forms of cyber-attacks. Cyber security failures or breaches of Copeland or its service providers or the issuers of securities in which Copeland invest have the ability to cause disruptions and impact business operations, potentially resulting in financial losses, the inability of Copeland's clients to transact business, violations of applicable privacy and other laws, regulatory fines, penalties, reputational damage, reimbursement or other compensation costs, and/or additional compliance costs. Copeland and its clients could be negatively impacted as a result. While Copeland and its service providers have established business continuity plans in the event of, and risk management systems to prevent, such cyber incidents, there are inherent limitations in such plans and systems, including the possibility that certain risks have not been identified. Similar

types of cyber security risks are also present for issuers of securities in which Copeland may invest, which could result in material adverse consequences for such issuers and may cause clients' investment in such companies to lose value.

*Political Risk:* Political instability could lead to legal, fiscal and regulatory changes or the reversal of legal, fiscal, regulatory and/or market reforms.

## **Item 9 Disciplinary Information**

Copeland and its management have not been involved in any: civil or criminal actions; administrative proceedings before the SEC, any other federal regulatory agency any state regulatory agency, or any foreign financial regulatory authority; or self-regulatory organization proceedings.

## **Item 10 Other Financial Industry Activities and Affiliations**

As mentioned previously, Copeland serves as investment adviser to the Copeland Trust, an investment company registered with the SEC. Certain Copeland employees are registered with Northern Lights Distributors (an unaffiliated broker/dealer and principle underwriter to the Copeland Trust), to enable them to solicit business for the Copeland Funds.

Copeland is the sole Member of Katama GP, LLC, which is the General Partner to the Katama Capital Fund, LP.

Copeland or its employees or related persons participate individually in hedge funds in which investors are solicited to invest. Copeland acts as adviser or general partner to these funds, receives management fees, and participates in any profits generated by the hedge funds. Participation by employees or related persons in such hedge funds and the receipt of such compensation may be an incentive for such employees to devote an increased amount of time to the management of such funds to the detriment of other client accounts or investment vehicles.

We generally do not recommend or select other investment advisers for our clients.

## **Item 11 Code of Ethics, Participation or Interest in Client Transactions and Personal Trading**

### **Code of Ethics and Personal Trading**

The management of Copeland has set forth guidelines for professional standards, under which all associated persons are to conduct themselves. These guidelines require all directors, officers and employees to comply with all federal and state securities laws, and to put the interests of our clients first. Thus, in accordance with Rule 17j-1 under the 1940 Act and Rule 204A-1 under the Investment Advisers Act of 1940, as amended (“Advisers Act”), Copeland has adopted policies and procedures in its Code of Ethics (the “Code”) to which all employees must comply. The Code covers requirements related to employees’ and their connected parties’ personal securities transactions, prohibitions on insider trading, reporting requirements, outside business activities, political contributions, and other ethical considerations. In addition, Copeland has set high standards, the intention of which is to protect client interests at all times and to demonstrate our commitment to our fiduciary duties of honesty, good faith and fair dealing with clients. All associated persons are expected to strictly adhere to these guidelines, as well as the procedures for pre-approval and reporting established in the Code.

The Code is designed to address potential conflicts of interest with respect to employee personal trading that may interfere or appear to interfere with making decisions in the best interests of our clients. The Code requires that employees conduct all their personal investment transactions in a manner that is consistent with applicable federal securities laws. These requirements include pre-clearance of personal trading in investment transactions, and reporting of personal investment accounts and trading. The Code also imposes a blackout period of restricting personal account trading within three (3) days before and after a client account has traded in that security. Employees are also discouraged from short-term trading and are required to hold personal trade purchases for a minimum of sixty (60) days. Limitations also exist on employee participation in initial public offerings and private placements.

In addition, Copeland has adopted certain policies and procedures in accordance with Section 204A of the Advisers Act, concerning the misuse of material non-public information that are designed to prevent insider trading by an officer or employee of Copeland. The Code also prohibits all associated persons of Copeland, including contract, temporary, or part-time personnel, or any other person associated with Copeland from: trading or recommending trading in securities for any account (personal or client) while in possession of material, non-public information about the issuer of the securities; or communicating material, non-public information about the issuer of any securities to any other person. Violations of Copeland’s insider trading policies will result in termination of employment from Copeland, and may also result in criminal and civil penalties.

Copeland has also adopted policies and procedures outlined in the Code related to the receipt and provision of gifts and entertainment. No associated person shall receive or give any gift (including gifts of nominal value), entertainment, or other consideration in merchandise, service, or otherwise that is excessive in value or frequency from (or to) any person, firm, corporation, association or other entity that does business with or on behalf of Copeland or a fund for which Copeland acts as investment adviser. The policies impose specific dollar restrictions and require compliance approval of certain gifts and entertainment. Additional restrictions regarding gifts apply to our employees who are registered representatives. Furthermore, Copeland employees are prohibited from making or soliciting US political contributions, and engaging in political activities.



The Code allows for employees to serve on the boards of directors of non-profit organizations such as educational institutions, charitable foundations or other civic organizations. However, employees are not permitted to serve on the board of directors of any publicly traded company without prior authorization. Authorization is generally based upon a determination that the board service would be consistent with the interests of Copeland and its clients. In general, all employees' outside business activities are tracked and reviewed by Copeland's Compliance Department to ensure they do not conflict with the duty that we owe to clients.

Copeland has instituted a policy of disciplinary actions to be taken with respect to any associated person who violates the Code.

Clients and prospective clients may receive a copy of Copeland's Code by contacting us at (484) 351-3700. Written requests can be sent to 161 Washington Street, Suite 1325, Conshohocken, PA 19428.

### **Participation or Interests in Client Transactions**

As mentioned previously, Copeland is the investment adviser to the Copeland Trust, and each series thereunder. Copeland may recommend that its clients invest in one or all the series in the Trust. In these circumstances, Copeland will not collect an additional advisory fee outside of what is already charged in the fund.

Copeland may recommend to their prospective clients that they buy or sell interests in the same investment products in which it or its related persons may have some financial interest, including ownership, and Copeland may own, buy or sell for themselves the same securities that they may have recommended to clients. For example, from time to time Copeland may provide seed capital in connection with the launching of a new strategy or pooled product. Through this ownership, Copeland has a financial interest in the securities recommended to the strategy or pooled product. Vehicles containing seed capital will be managed along with other client accounts, and orders for these vehicles may be aggregated with orders for other client accounts for purposes of trade execution. Additionally, some Copeland employees and their family members have accounts that Copeland manages and receives advisory fees for investment services rendered. These accounts are managed along with other client accounts, and orders for these accounts may be aggregated with orders for other client accounts in the same strategy for purposes of trade execution.

Copeland manages its employee profit sharing plan(s) similarly to its clients' discretionary accounts and may buy or sell securities for Copeland's plan that it also recommends to its clients. Any such transactions are consistent with recommendations being made to clients. All trades within a broker are blocked, where possible. In cases where the Copeland profit sharing plan is the only account at a brokerage firm, it will always be entered last. In addition, Copeland's employees are permitted to invest in securities (including those recommended to clients) for their own accounts, but only in accordance with Copeland's policies governing personal investing, as stipulated in the Code.

Due to the nature of our clientele, Copeland may from time to time trade in securities issued by our clients. In all such cases, Copeland shall do so in the best interest of our clients trading in such securities.

As a result of these recommendations and potential transactions, potential conflicts of interest could arise between Copeland and its clients. These potential conflicts may include: preferential

allocation of investment opportunities to client accounts that pay a performance-based management fee; placing trades for employee or proprietary before or after trades for other accounts to take advantage of (or avoid) market impact; or unfair allocation of limited investment opportunities between client accounts and employee accounts that have a financial interest. To mitigate these potential conflicts of interest, Copeland has adopted several trading procedures that are intended to ensure that all client accounts are treated fairly and equitably (see Item 12, “Brokerage Practices” below).

#### *Charitable Contributions*

From time to time, clients or certain financial intermediaries may approach Copeland to make contributions to certain charitable organizations. Because a contribution may result in the financial intermediary recommending Copeland's advisory products to their clients, the solicitation or contribution raises potential conflicts of interest. Consequently, Copeland maintains procedures for the review of charitable contributions.

#### *Use of Expert Networks*

Copeland may utilize expert network services to obtain market, sector, company or other information. There may be an inherent conflict of interest in such arrangements as the experts are financially incented to provide information to justify their position within the network. Copeland has policies and procedures in place to deal with such conflicts as well as risk of receiving inside information.

#### *Directorships and Outside Business Activities*

Copeland employees or related persons are permitted, upon prior approval, to serve on the boards of directors of non-profit organizations such as educational institutions, charitable foundations or other civic organizations. Employees are not permitted to serve on the board of directors of any publicly traded company without prior authorization. Authorization is generally based upon a determination that the board service would be consistent with the interests of Copeland and our clients. In general, all employees' outside Business activities are tracked and reviewed by Copeland's Compliance Department to ensure they do not conflict with the duty owed to clients.

## Item 12 Brokerage Practices

Brokerage commissions on client account portfolio transactions may be directed by Copeland to certain broker-dealers consistent with the requirements under Section 28(e) of the Securities Exchange Act of 1934, as amended, in recognition of brokerage and research services provided by those broker-dealers and/or other third party providers. The research provided can be either proprietary (created and provided by the broker-dealer, including tangible research products as well as, for example, access to company management) or third party (created by third party but provided by the broker-dealer). We may also utilize brokers that do not necessarily provide research themselves or through a third party, but instead allow us to use soft dollars generated, for example, to pay non-affiliated companies and/or broker-dealers for research products and services.

In the allocation of brokerage business, Copeland may give preference to those brokers that provide research products and services, either directly or indirectly, if Copeland believes that the selection of a particular broker is not inconsistent with Copeland's duty to seek best execution. To the extent that Copeland can obtain such products and services using clients' commission dollars, it reduces the need to produce the same research internally or through outside providers for hard dollars and thus provides an economic benefit to Copeland.

Copeland may cause clients to pay a broker-dealer a commission rate higher than that which a broker-dealer would have charged for execution only. These soft dollar products and services may include advice, either directly or through publications or writings, as to the value of securities, the advisability of investing in, purchasing, or selling securities, and the availability of securities or purchasers or sellers of securities, and analyses and reports concerning issues, industries, securities, economic factors and trends, portfolio strategy, and quotation services among other things.

The research products and/or services provided by brokers through its soft dollar arrangements benefits Copeland's investment process for client accounts and may be used in formulating investment advice for all clients of the firm including accounts other than those that paid commissions to the brokers on a particular transaction. Also, not all research generated by a client's trade will benefit that client's account. In some instances, the other accounts benefited will include accounts that clients have directed a portion of their brokerage commissions to go to brokers other than those providing the research products and/or services. For example, transactions on behalf of UMAs and model delivery, etc. accounts may not generate soft dollars, but clients receive the benefit of any research obtained from other clients' commissions. Copeland does not attempt to allocate the relative costs or benefits of research among client accounts because it believes that, in the aggregate, the research it receives benefits clients and assists Copeland in fulfilling its overall duty to its clients.

Copeland soft dollar credits have been used to pay for various Section 28(e) approved brokerage, research services and material during the last fiscal year. Specifically, soft dollar credits were used for items such as, but not limited to, exchange fees, research services, research materials and attendance at conferences provided by broker dealers, and to pay for independent third party research.

Sometimes, a portion of the brokerage and research products and services Copeland uses are eligible under Section 28(e) and another portion is not eligible. These are referred to as "mixed-use" products and services. In such cases, where Copeland receives both administrative or marketing benefits and research and brokerage services from the services provided by brokers, a

good faith allocation between the marketing and administrative benefits and the research and brokerage services will be made, and Copeland will pay for any marketing or administrative benefits with hard dollars. In making good faith allocations between marketing or administrative benefits and research and brokerage services, a conflict of interest may exist because of the allocation by Copeland of the costs of such benefits and services between those that primarily benefit Copeland and those that primarily benefit clients.

When requested, Copeland shall recommend that clients utilize the brokerage and clearing services of, certain financial institutions ( "Financial Institution(s)") for investment management accounts. Copeland may only implement its investment management recommendations after the client has arranged for and furnished Copeland with all information and authorization regarding accounts with an appropriate financial institution. Some of these Financial Institutions may also offer access to Copeland's mutual funds; no consideration is given to mutual fund sales when Copeland makes Financial Institution recommendations to clients.

Copeland utilizes the institutional service programs ("Program(s)") offered at some of the Financial Institutions, each a SEC-registered broker-dealer. These Programs are offered to independent investment advisers. As part of such a Program, Copeland receives some benefits. Copeland normally receives traditional benefits which may include: receipt of duplicate client confirmations and bundled duplicate statements; access to a trading desk serving adviser participants exclusively; access to block trading which provides the ability to aggregate securities transactions and then allocate the appropriate shares to client accounts; ability to have investment advisory fees deducted directly from client accounts; access to an electronic communication network for client order entry and account information; and access to mutual funds which generally require significantly higher minimum initial investments or are generally available only to institutional investors. These benefits are received solely through participation in the Programs, and do not necessarily depend upon the proportion of transactions directed to a Financial Institution.

Copeland may have certain accounts that were referred to the firm through the recommendation of third parties, including consultants that may also be broker-dealers, or may have certain pre-existing financial arrangements or relationships with a certain broker-dealer. Clients obtained from these third parties may instruct us to direct some or all their brokerage transactions to the third party's broker-dealers, or Copeland may otherwise allocate brokerage to these or related broker-dealers. In addition, Copeland may, from time to time, buy from such third parties certain services or products used in Copeland's investment advisory business (such as software or research publications) or pay registration or other fees toward or otherwise assist in sponsoring such third parties' industry forums, seminars, or conferences.

From time to time, Copeland may be a party to agreements with other parties (which in some cases may be related persons or affiliates), pursuant to which Copeland pays the other party a fee for services rendered to Copeland to support Copeland's provision of investment advisory services to clients through certain investment programs or funds. In connection with such services, the other party may refer clients to Copeland. The other party typically would receive cash compensation from Copeland for any such referrals (which compensation may or may not be in addition to compensation received by the other party for its rendering of services to Copeland).

Over the last year, substantially all directed client transactions to a broker in return for client referrals have been established in the broker/client/Copeland agreement. Thus, almost all trades have been directed back to the brokerage firms that choose Copeland as the client's manager.

Copeland retains the right, in most cases, to "trade away" or "step-out" from a contractually directed broker when that broker cannot provide or sell a security at a reasonable price or does not trade a specific security type. Those cases have generally been limited to fixed income instruments. Accounts signing with Copeland without a directed brokerage agreement may be traded at firms offering soft dollar commissions where Copeland believes that factors, such as research and quality of execution, are in the client's best interest.

### *Best Execution*

Copeland's best execution policies and procedures are based on several factors including, but not limited to: commission rates charged, the ability to negotiate commissions, the ability to obtain volume discounts, execution capability, financial responsibility, client brokerage direction (if any), responsiveness to the advisor, and the value of research provided by the broker. In addition, Copeland often selects other trading venues such as an Electronic Communications Network ("ECN") or Alternative Trading System ("ATS") in which to trade, which may result in equal or more favorable overall trade executions for clients.

When buying, or selling fixed income securities in dealer markets, Copeland uses market makers for trading in these securities. These trades are typically effected on a net basis, in which the market maker does not get paid any commission, commission-equivalent or markup/markdown other than the "spread." A "spread" is the difference between the price paid (or received) by Copeland and the price received (or paid) by the market maker in trades with other broker-dealers or other customers. Brokers through whom Copeland executes trades may receive compensation from exchanges, market makers and other intermediaries related to orders routed by the broker to those intermediaries.

Copeland effects transactions in over-the-counter ("OTC") securities directly with principals or market makers by paying a mark-up within the spread of the bid and ask prices of the security and without incurring a commission charge. In addition, Copeland effects transactions in OTC securities on an agency basis when liquidity permits. The purchase price of an OTC security acquired in an agency transaction could include compensation to the broker-dealer in the form of a mark-up relative to the broker-dealer's original cost in addition to a commission.

### *Directed Brokerage*

Directed brokerage procedures comply with Rule 12b-1(h) under the 1940 Act, to ensure securities transactions related to mutual funds that Copeland manages are not directed to a broker because the broker sells shares of the funds.

In some cases, clients have directed Copeland to use a specified broker-dealer for portfolio transactions in their account. In these cases, Copeland is not obligated to, and will generally not solicit competitive bids for each transaction or seek the lowest commission rates for the client as the commission rates have typically been pre-negotiated between the client and the broker and Copeland is unable to supersede the terms of that agreement. As such, the client may pay higher commission costs, higher prices and transaction costs than it otherwise would have had it not directed Copeland to trade through a specific broker, since Copeland has not negotiated the rate

and may not be able to obtain volume discounts. In addition, the client may be unable to obtain the most favorable price on transactions executed by Copeland because of Copeland's inability to aggregate/bunch the trades from this account with other client trades. Furthermore, the client may not be able to participate in the allocation of a security of limited availability (such as an IPO). As a result of the special instruction, clients directing commissions may not generate returns equal to clients that do not direct commissions. Due to these circumstances, there may be a disparity in commission rates charged to a client who directs Copeland to use a particular broker and client accounts may experience performance and other differences from other similarly managed accounts. Clients who direct brokerage should understand that similar brokerage services may be obtained from other broker-dealers at lower costs and possibly with more favorable execution.

In some instances, pre-negotiated rates have not been made by the client. In those cases, the client will be charged the broker's applicable commission rate. The arrangements that Copeland has with the Financial Institutions are designed to maximize efficiency and to be cost effective. By directing brokerage arrangements, the client acknowledges that these economies of scale and levels of efficiency are generally compromised when alternative broker-dealers are used.

In cases where a client's account is held in custody at a broker-dealer, Copeland typically places the client's trades with that broker-dealer. The custodian broker-dealer may require this course of action or there may be cost savings in trading through that broker-dealer, such as smaller transaction fees or smaller custody fees. Considering these factors, Copeland considers a client's choice to custody its account at a specific broker-dealer as being direction to Copeland to direct transactions in that client account to that broker-dealer, unless the client notifies Copeland otherwise.

Investment decisions are generally applied to all accounts taking into consideration individual client restrictions, instructions and cash balances. Due to these issues (and due to trade allocation issues, such as those described below), there may be a disparity in securities purchased, price or commissions among clients in a certain strategy.

### *Sponsored Advisory Accounts*

For accounts that are "wrap fee" accounts established by a client with a broker-dealer or other intermediary that has a relationship with a broker-dealer, clients are not charged separate commissions on each trade so long as the broker executes the trade, and a portion of the "wrap fee" is generally considered in lieu of commissions. Considering this feature, Copeland considers a client's choice to participate in a wrap fee program sponsored by a particular broker-dealer as being a direction to Copeland to direct transactions in that client account to that broker or dealer. In such cases, trades will typically be executed only with the introducing "wrap fee" broker or dealer. Other client accounts may pay a higher or lower commission rate than "wrap fee" accounts, depending on a variety of factors, including the broker-dealers commission rates and the level of trading activity. Copeland may affect securities transactions for client accounts through or with other brokers or dealers ("step-out trade") as Copeland reasonably believes, in good faith, are necessary to fulfill its duty to seek best execution, consistent with Section 28(e) of the Securities Exchange Act of 1934, as amended.

If Copeland is required to effect step-out transactions with other brokers, the client would bear the cost of commissions in such transactions in addition to the fees paid by the client for such "wrap fee". Accordingly, a client may wish to satisfy itself that the wrap program arrangement and brokerage firm they have chosen can provide the best execution. The client should also take into

consideration the level of the fee charged by the wrap sponsor, the amount of portfolio activity in the client's account, the value of the custodial arrangement and the aggregate cost of these and other services if they were to be provided separately and if Copeland were free to seek best execution of transactions for the client's account.

### *Trade Aggregation and Allocation*

Depending on the choice made by each client, with respect to those accounts that Copeland manages on a continuous basis, Copeland may have the authority to determine which securities are to be bought and sold, the amount of the securities to be bought and sold, and the timing of such transactions. In instances where Copeland has investment discretion, trade allocation decisions are made by Copeland, among client accounts, on a fair and equitable rotational basis to ensure that no single relationship has a trading advantage. When two or more client accounts are simultaneously engaged in the purchase or sale of the same security, to the extent possible, the transactions may be bunched/block traded and these accounts will receive the security at an average price. For those client accounts where commission rates have been pre-determined, they will receive those rates. The bunch/block trade will be allocated before the close of the trade day. The ability of a client account to participate with other client accounts of Copeland in bunched/blocked transactions may produce better executions for the individual client account. In some cases, the broker-dealer designated by the client may not execute bunched or block trades.

For partial allocations, client accounts are typically allocated on a pro-rata basis. In some instances, client accounts that maintain maximum/minimum cash restrictions may be allocated manually ahead of another client account within the same bunch/block trade to not violate the imposed restriction.

Copeland's main goal is to be fundamentally fair on an overall basis with respect to all clients, however there can be no assurance that on a trade-by-trade basis that one client will not be treated differently from another. If Copeland did not manage multiple client accounts, each client individually may be able to receive or sell a greater percentage of all securities purchased or sold. Consequently, when multiple clients participate in limited opportunity trades, each participating account reduces the opportunity available to other participating accounts.

### *Trade Rotation Procedures*

CCM's policy is to provide a fair and equitable method of trade rotation in placing trades for clients' accounts. To meet this objective, we have established written trade rotation procedures. CCM utilizes a trade rotation log, which lists the trade rotation schedule for occasions that CCM transacts the same security for multiple client accounts. The log is designed as an internal control to help us ensure that we do not treat client accounts unfairly to the extent reasonably practicable and that no client account, or group of accounts, is systematically disadvantaged over time.

Copeland maintains a file that monitors the rotation of trades fairly among strategies. When multiple strategies are involved in a trade of the same security, the strategy that goes first is determined by a rotation that is chronological by date of strategy inception.

When trading in a security that is available in separate markets, trades may occur in separate markets concurrently while still following the trade rotation policies in place for each strategy. Domestic trades will follow their trade rotation in the US market while International trades will

follow their trade rotation in the International market(s), and both market rotations can be started at the same time.

Once the lead strategy is determined for a trade, the rotation is then determined alphabetically by client account, including both directed and non-directed accounts. CCM will block trades (combining multiple client trades of the same stock together) when possible and when it is advantageous to clients. This includes the blocking of clients that are directed to the same broker within a strategy, that are directed to the same broker across multiple strategies, and that are non-directed clients and may be blocked to the broker of CCM's choice based on CCM's effort to achieve best execution. Partially filled block orders are allocated pro-rata. Generally, for directed accounts, CCM will not step out trades to be blocked to other brokers. CCM will not utilize the services of a prime broker, except on occasion when trading limited partnership accounts.

In cases where the Copeland profit sharing plan is the only account at a brokerage firm it will always be entered last. However, it may trade earlier if it may be blocked with clients at the same broker.

In cases where Copeland participates in a UMA or model-based program with no billable assets under management invested in the model, the updated model is provided after trades have been completed for Copeland's client accounts. Once Copeland is made aware that there are billable assets under management, the program will be added into Copeland's trading rotation with Copeland's other client accounts. Copeland will send notification to the UMA or other model account providers when their placement in the rotation arrives, but will not wait for the UMA or other model account provider to complete their trading (as further detailed below) before moving on in the rotation. We do not offer any additional services to UMA or other provider's model accounts; the sponsoring investment adviser or broker dealer ("sponsor") is responsible for all trading and client interaction. UMAs and other provider model accounts' assets under management are considered non-discretionary Copeland assets under management.

The recommendations implicit in the model portfolios provided to the sponsor may reflect recommendations being made by Copeland contemporaneously to, or investment advisory decisions made contemporaneously for, similarly situated discretionary clients of Copeland. Consequently, Copeland may have already commenced trading for its discretionary client accounts before the sponsor has received or had the opportunity to evaluate or act on Copeland's recommendations. In this circumstance, trades ultimately placed by the sponsor for its clients may be subject to price movements, particularly with large orders or where the securities are thinly traded, that may result in model-based program clients receiving prices that are less favorable than the prices obtained by Copeland for its discretionary client accounts. On the other hand, the sponsor may initiate trading based on Copeland's recommendations before or at the same time Copeland is also trading for its discretionary client accounts. Particularly with large orders or where the securities are thinly traded, this could result in Copeland's discretionary clients receiving prices that are less favorable than prices that might otherwise have been obtained absent the sponsor's trading activity. Because Copeland does not control the sponsor's execution of transactions for the sponsor's client accounts, Copeland cannot control the market impact of such transactions to the same extent that it would for its discretionary client accounts.

Where Copeland participates in model-based programs, the model-based program sponsor is responsible for investment decisions and performing many other services and functions typically handled by Copeland in a traditional discretionary managed account program. Depending on the facts and circumstances, Copeland may or may not have an advisory relationship with model-



based program clients. To the extent that this Form ADV Part 2A is delivered to program clients with whom Copeland has no advisory relationship, or under circumstances where it is not legally required to be delivered, it is provided for informational purposes only. Furthermore, because a model-based program sponsor generally exercises investment discretion and, in many cases, brokerage discretion, performance and other information relating to Copeland's services for which it exercises investment and/or brokerage discretion is generally provided for informational purposes only, and may not be representative of model-based program client results or experience. Copeland is not responsible for overseeing the provision of services by a model-based program sponsor and cannot assure the quality of its services.

### *Principal Trading*

Principal Trading, buying securities for ourselves from clients or selling securities we own to clients, is prohibited at Copeland.

### *Cross Transactions – Agency Cross Transactions.*

Agency cross transactions are prohibited at Copeland. In the case where one client would benefit from the sale of a security and another Copeland client would benefit from owning the same security, the trading department would sell the security to a recognized broker/dealer allowing the broker/dealer to establish the market value. Copeland would then buy the security from the broker/dealer at the broker/dealers established price for the client in need of the security. In the case where a client is making a withdrawal or closing their account and another client is making a deposit or opening a new account where both are in the same strategy on the same date, the account whose request was first received will trade first, followed by the next received request regardless of whether Copeland has discretion to select the broker in each case, each account has the same broker/dealer, or each account has a different broker/dealer. These requests may be received in writing or by phone call followed up with a written request.

### *Trade Errors*

It is the policy of Copeland that the utmost care is to be taken in making and implementing investment decisions on behalf of accounts. To the extent that any errors occur, they are to be (i) corrected as soon as practicable and in such a manner that the account(s) are made whole as if no error occurred (incurs no loss (or is appropriately reimbursed for any loss) due to the error), (ii) reported to the appropriate personnel, including Compliance, and (iii) if appropriate, further implementing procedures to prevent or reduce errors. For trade errors that cause a gain in a client's account, the gain will be retained by the client. For example, errors may occur either in the investment process (e.g., a security or an amount of a security may be inadvertently purchased in violation of an account's investment restrictions) or in the trading process (e.g., a buy order may be executed as a sell (or vice versa) or a security other than which the portfolio manager ordered may be purchased or sold). For purposes of this policy, errors in investment, trading, and the administration of an account are referred to as trade errors.

### **Item 13 Review of Accounts**

Unless otherwise agreed upon between the client and Copeland, clients are provided with transaction confirmation notices and regular summary account statements directly from the broker-dealer or custodian for their accounts.

Clients may also receive a report from Copeland, from time-to-time, that may include such relevant account and/or market-related information such as an inventory of account holdings and account performance.

Certain clients may receive additional reports as requested from time to time with respect to separately managed account program clients. The wrap program sponsors have primary responsibility for client contact and reporting.

All investment advisory clients are encouraged to discuss their objectives with Copeland and to keep Copeland informed of any changes thereto. Copeland's clients are advised to promptly notify Copeland in writing (or by phone followed up in writing) if there are ever any changes in their investment objectives or if they wish to impose any reasonable restrictions upon Copeland's management services.

## **Item 14 Client Referrals and Other Compensation**

### *Solicitation Arrangements*

Copeland's advisory services are marketed on a direct basis by Copeland and through client referrals. If a client is introduced to Copeland by either an unaffiliated or an affiliated solicitor, Copeland may pay that solicitor a referral fee in accordance with the requirements of Rule 206(4)-3 of the Advisers Act and any corresponding state securities law requirements. Any such referral fee shall be paid solely from Copeland's investment management fee, and shall not result in any additional charge to the client. If the client is introduced to Copeland by a solicitor, the solicitor shall provide the client with a copy of Copeland's ADV Part 2 written disclosure statement which meets the requirements of Rule 204-3 of the Advisers Act and a copy of the solicitor's disclosure statement containing the terms and conditions of the solicitation arrangement including compensation. Any affiliated solicitor of Copeland shall also disclose the nature of his/her relationship to prospective clients at the time of the solicitation. Copeland is aware and requires that any solicitors paid a referral fee for services provided to residents of certain states, including, but not limited to, Massachusetts, must be registered through the state securities commissions.

Copeland may have certain accounts that were referred to the firm through the recommendation of third parties, including consultants that may also be broker-dealers, or may have certain pre-existing financial arrangements or relationships with a particular broker-dealer. Clients obtained from these third parties may instruct us to direct some or all their brokerage transactions to the third party's broker-dealers, or Copeland may otherwise allocate brokerage to these or related broker-dealers. In addition, Copeland may, from time to time, buy from such third parties certain services or products used in Copeland's investment advisory business (such as software or research publications) or pay registration or other fees toward or otherwise assist in sponsoring such third parties' industry forums, seminars, or conferences.

From time to time, Copeland may be a party to agreements with other parties (which in some cases are related persons or affiliates), pursuant to which Copeland pays the other party a fee for services rendered to Copeland to support Copeland's provision of investment advisory services to clients through certain investment programs or funds. In connection with such services, the other party may refer clients to Copeland. The other party typically would receive cash compensation from Copeland for any such referrals (which compensation may or may not be in addition to compensation received by the other party for its rendering of services to Copeland).

### **Other Conflicts of Interest**

#### *Pension Consultants*

Copeland may have certain accounts that were referred to Copeland through the recommendations of third parties, including consultants that may also be broker-dealers, or may have certain pre-existing financial agreements or relationships with a particular broker-dealer. In addition, Copeland may from time to time buy from such third parties certain services or products used in Copeland's investment advisory business (such as software or research publications) or pay registration or other fees toward or otherwise assist in sponsoring such third parties' industry forums, seminars or conferences. Copeland may also invite consultants to events or other entertainment hosted by the Firm.

## Item 15 Custody

Copeland's Agreement and/or the separate agreement with the Financial Institution(s) may authorize Copeland, through the Financial Institution(s), to debit the client's account for Copeland's fee and to directly remit that management fee to Copeland in accordance with applicable custody rules. The Financial Institution(s) have agreed to send a statement to the client, at least quarterly, indicating all amounts disbursed from the account including the amount of management fees paid directly to Copeland. Clients should carefully review these statements.

If clients also receive an account statement from Copeland, clients are urged to compare the two. Please note that the information provided from Copeland is based on trades entered as of the trade date and information provided from the custodian will likely be based on trades entered as of the settlement date. This will allow for some discrepancy between the two statements, for example, if a trade was placed on the last day of the month in which the statement was created, it will appear on the Copeland statement, but will likely not appear on the custodian's statement.

Copeland does not have custody of client accounts other than as noted below for the hedge fund clients.

Copeland is considered to have custody of our hedge fund client assets. Copeland is not, however, required to have a 'surprise' exam by a third-party auditing firm as it has procedures in place to protect those client assets such as:

- 1) an independent third party administrator oversees all financial transactions;
- 2) an independent third party administrator prepares and sends account statements at least quarterly directly to the investors in the managed pooled investment vehicles;
- 3) an independent third party accounting firm annually audits the managed pooled investment vehicles; and
- 4) an independent third party accounting firm prepares tax filings and audited financial reports for the managed pooled investment vehicles which are sent to the investors in the managed pooled investment vehicles.

## **Item 16 Investment Discretion**

Copeland is an investment adviser providing investment management services to individuals, pension and profit sharing plans, trusts, estates, charitable organizations, state or municipal government entities, corporations and business entities, as well as others (please refer to Item 7). Currently, all accounts are managed on a discretionary basis except for UMAs / model portfolio advice, which are non-discretionary (please refer to Item 4). Where Copeland has discretion, it has discretionary authority regarding the securities to be bought and sold and the timing of transactions. Discretion may extend to the selection of broker dealers to execute trades for the client's account. Copeland offers its services for a fee based upon assets under management. Prior to engaging Copeland to provide any of the foregoing investment advisory services, the client will be required to enter one or more written agreements with Copeland setting forth the terms and conditions under which Copeland shall render its services (collectively, the "Agreement"). Individual client investment constraints, if any, shall be set forth by the client in the new account documentation. At any time, clients may impose or amend restrictions on investing in certain securities or types of securities.

Copeland's clients are advised to promptly notify Copeland in writing (or by phone followed up in writing) if there are ever any changes in their investment objectives or if they wish to impose any reasonable restrictions upon Copeland's management services.

### *Brokerage Services*

As further discussed in response to Brokerage Practices (Item 12), when requested, Copeland shall generally recommend that clients utilize the brokerage and clearing services of, but are not limited to, firms such as Fidelity Investments, Raymond James & Associates, TD Ameritrade, Inc., Charles Schwab & Co., Inc. , any other broker-dealer recommended by Copeland, broker-dealers selected by the client, trust companies, banks etc. (collectively referred to herein as the "Financial Institution(s)") for investment management accounts. Copeland may only implement its investment management recommendations after the client has arranged for and furnished Copeland with all information and authorization regarding accounts with an appropriate Financial Institution.

### *Non-Sponsored Advisory Accounts*

Among the non-sponsored advisory clients served and solicited by Copeland are individuals, trusts, estates, corporations, state and municipal government entities, pension and profit sharing plans, charitable organizations, state or municipal government entities, corporations and business entities, as well as others (please refer to Item 7). Currently, all accounts are managed on a discretionary basis except for UMAs / model portfolio advice which are non-discretionary (please refer to Item 4). Where Copeland has discretion, it has discretionary authority regarding the securities to be bought and sold and the timing of transactions. Discretion may extend to the selection of broker dealers to execute trades for the client's account. Account supervision is guided by the stated objectives of the client. Assets may be allocated solely to equity and fixed income securities. At any time, clients may impose restrictions on investing in certain securities or types of securities.

## Item 17 Voting Client Securities

### *Advisory Accounts*

When Copeland has the authority to vote, it will vote proxies solicited by, or with respect to, the issuers of securities in its clients' accounts. This function may be outsourced to a proxy voting service which will assist in voting, tracking and reporting proxy votes. However, neither Copeland nor the outsourced proxy voting service will vote proxies for the following types of securities:

- Unsupervised securities;
- Securities in transition (e.g., securities held in an account that are in the process of being sold so the account can be aligned with the model portfolio);
- Model securities that have been sold. These represent securities that are no longer in the model come the time of the proxy vote;
- Voting for foreign securities in countries that require “share blocking”;
- Client accounts with contracts where the authority to vote is retained by the client.

### *Sub-Advisory Accounts*

Copeland will handle proxy voting consistent with the proxy voting authority stated in the Sub-Advisory Master Agreement between Copeland and the Sponsor/Adviser or in the Sponsor's client agreement.

### *Taft Hartley / Union Advisory Accounts*

For these selected accounts, Copeland will vote proxies per the interests recommended by the AFL-CIO Proxy Voting Guidelines.

In all cases, clients may expressly retain the right to vote proxies or take any action relating to specified securities held in their account provided they provide timely, prior written notice to Copeland, releasing Copeland from any liability or responsibility with respect to the voting of proxies.

### *Proxy Voting for Copeland Trust*

As investment adviser to the Funds within the Copeland Trust, Copeland will comply with applicable rules in the 1940 Act and all guidelines set forth in the Fund's compliance manual in handling proxy voting for the Fund. If the Board of Directors of the Fund delegates proxy voting to Copeland, Copeland's goals are to maximize the value of the Fund's investments, promote accountability of a company's management and board of directors to its shareholders, to align the interests of management and shareholders, and to increase the transparency of a company's business and operations.

### *Proxy/Share Blocking*

Copeland will generally decline to vote proxies if to do so would cause a restriction to be placed on Copeland's ability to trade securities held in client accounts in "share blocking" countries.

Accordingly, Copeland may abstain from votes in a share blocking country in favor of preserving its ability to trade any security at any time.

### *Clients Who Vote Their Own Proxies*

Clients for whom Copeland does not have proxy voting authority should ensure that they receive proxies and other solicitations from their custodian or transfer agent. Clients may contact Copeland with questions regarding a proxy solicitation.

### *Conflicts of Interest*

Copeland is committed to the highest standards of business conduct. For Copeland to identify potential or actual conflicts of interest, it is Copeland's policy that Employees must immediately contact Compliance if they believe that a certain outside activity raises or appears to raise a conflict of interest in connection with the proxy voting activities of Copeland. It is every employee's duty to notify Compliance of any conflicting relationships as they arise.

Generally, a potential conflict of interest may exist if Copeland votes on a security in which a portfolio manager owns the holding in a personal account. Similarly, there may be a potential conflict if Copeland votes on securities of publicly traded clients or if the firm votes on a security that an employee, related person or Fund has an interest. Another conflict may exist if Copeland has a business relationship with (or is actively soliciting business from) either a company soliciting the proxy or a third party that has a material interest in the outcome of a proxy vote. In order to avoid any perceived or actual conflicts of interest, Copeland has established procedures to ensure that its voting decisions are based on clients' best interests and are not the product of a conflict. If a material conflict of interest is identified regarding proxy voting, Copeland will vote in accordance with the best interests of its clients, and promptly disclose the conflict, the details of the proxy vote, and how the issue was voted to all clients in writing.

### *Disclosure*

Rule 206(4)-6 requires advisors with proxy voting authority to make the following disclosures to clients:

1. Whether the investment adviser votes proxies for clients;
2. The proxy voting policies, practices, and procedures of the investment adviser;
3. Whether a client can direct a vote in a proxy solicitation;
4. How clients can obtain information on the voting of their proxies; and
5. A clear and prominent disclosure that a copy of proxy policies is available upon request.

If you have instructed Copeland to vote your proxies and would like to obtain information on how the proxies were voted, or if you would like a copy of Copeland's Proxy Voting Policies and Procedures, please contact the Operations Department at (484) 351-3700, or write to: Copeland Capital Management, LLC, Attn: Operations, Eight Tower Bridge, 161 Washington Street, Suite 1325, Conshohocken, Pennsylvania 19428.

### *Class Action Policy*

From time to time, class action lawsuits involving securities that are or were held by one or more of Copeland's clients or funds result in notices being sent to class members for participation in the lawsuit. As a matter of policy, unless otherwise contractually obligated, Copeland refrains from serving as the lead plaintiff in class action matters or opting out of class membership.



## **Item 18 Financial Information**

Copeland does not require or solicit prepayment of more than \$1,200 in fees per client, six months or more in advance and therefore is not required to include a balance sheet with this Brochure.

Copeland has no financial condition that would impair our ability to meet contractual and fiduciary commitments to our clients and has not been the subject of a bankruptcy proceeding.