



INDUSTRY

Change of Member Details

How to complete this form

Privacy

In sending AustSafe Super personal information about yourself, you are agreeing that:

- you have read the AustSafe Super Privacy Statement and understand how AustSafe Super intends to protect personal details, particularly in relation to the collection, storage, quality, use and disclosure (sharing) of personal information; and
- AustSafe Super can use your personal information for the purposes of operating your superannuation account.

You can access a copy of the AustSafe Super Privacy Statement on the Fund's website at www.austsafe.com.au.

If you have any questions about your rights under the Privacy Legislation, contact AustSafe Super on 1300 131 293.

Section 1 – New Member Details

You should complete this section if you are changing or providing your:

- name (note: evidence of this must be attached eg certified copy of marriage certificate, deed poll or decree nisi);
- address;
- contact details; or
- date of birth (note: evidence of this must be attached eg. certified copy of driver's licence or birth certificate).
- Tax File Numbers (TFN)(Note: We are required to tell you the following details before you provide your Tax File Number (TFN).The Trustee can collect your TFN under the Superannuation Industry (Supervision) Act 1993.You are under no obligation to provide your TFN, either now or later, and it is not an offence to withhold your TFN. However, if you do not provide AustSafe Super with your TFN: a)you may have to pay more tax than you need to. You may be able to reclaim this additional tax at your next tax assessment with the Australian Taxation Office (ATO); b)AustSafe Super will not be able to accept any non concessional contributions from you; c)Any superannuation contribution paid by your employer on your behalf will be accepted but may be subject to additional tax at 31.5% known as 'No TFN Contributions Tax'. This additional tax may be refunded upon receipt of your valid TFN within 3 years of the contribution being made, as long as you are still a member of the Fund; d)the payment of your benefit may be delayed; e)in the future, when AustSafe Super needs to pay benefits to you, it may be more difficult to locate or amalgamate all the superannuation benefits you are entitled to; and f)from 1 July 2007, you will not qualify for any co-contribution support from the government.)

Section 2 – Previously Recorded Member Details

You should complete this section in full for all changes. Your full name and date of birth must be listed to ensure correct identification of your account. Initials will not be accepted.

Section 3 – Preferred Beneficiary(ies)

You should complete this section to change your nominated beneficiary(ies). To make sure that your nomination of preferred beneficiary(ies) is valid, please read the following information.

Who can I nominate?

Under superannuation law and subject to the AustSafe Super Trust Deed, superannuation benefits payable in the event of your death may, in the first instance, be paid to your dependants, or to your legal personal representative. If you do not have a dependant or legal personal representative, the Trustee may pay the benefit to an individual, subject to the provision of the AustSafe Super Trust Deed. The definition of 'dependant' under superannuation legislation includes:

- your spouse (including de facto);
- your children of any age (including step, adopted or ex-nuptial);
- a person in an interdependent relationship; or
- any other person who is or was wholly or partially financially dependent on you.

Who decides who receives your benefit?

Under the Trust Deed, the Trustee alone is responsible for deciding to whom, and in what proportion your death benefit should be paid. However, in making this decision the Trustee will take into account your nomination of preferred beneficiary(ies). For your nomination to be effective, it is important you keep it up to date, particularly if your family or marital circumstances change.

Section 4 – Declaration

You must sign and date the Declaration before returning this form.



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Have you changed your name

If you have changed your name, you will need to provide a certified linking document. A linking document is a document that proves a relationship exists between two (or more) names.

The table below contains information about suitable linking documents.

Purpose	Suitable linking documents
Change of name	Marriage certificate, deed poll or change of name certificate from the Births, Deaths and Marriages registration Office.

Certification of personal documents

All copied pages of ORIGINAL proof of identification documents (including any linking documents) need to be certified as true copies by any individual approved to do so (see below).

The person who is authorised to certify documents must sight the original and the copy and make sure both are identical, then make sure all pages have been certified as true copies by writing or stamping 'certified true copy' followed by their signature, printed name, qualification (eg Justice of the Peace, Australia Post employee, etc) and date.

The following can certify copies of the originals as true and correct copies:

- a) a permanent employee of Australia Post with five (5) or more years of continuous service;
- b) a finance company officer with five (5) or more years of continuous service (with one or more finance companies);
- c) an officer with, or an authorised representative of, a holder of an Australian Financial Services Licence (AFSL), having five (5) or more years continuous service with one or more licencees;
- d) a notary public officer;
- e) a police officer;
- f) a registrar or deputy registrar of a court;
- g) a Justice of the Peace;
- h) a person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner;
- i) an Australian consular officer or an Australian diplomatic officer;
- j) a judge of a court;
- k) a magistrate, or;
- l) a Chief Executive Officer of a Commonwealth court.

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