Employer Contribution Advice

AustSafe Super

An Industry SuperFund

Use this form to provide details of your contributions for AustSafe Super employees.

Please note: If this is your first contribution, an AustSafe Super *Member Application Form* from the *Industry Super Product Disclosure Statement* needs to be completed by all employees for whom you are making a payment on this Contribution Advice. Please also enclose your AustSafe Super *Employer Application Form* from the *Employer Guide*.

Please complete in pen. *Example* 1 2 3 X

Payment period: **From** (DD-MM-YYYY) - **To** (DD-MM-YYYY)

Employer number

Employer name

Codes for end of employment*

Resigned	RS
Total & permanent disablement	TP
Parental/maternity leave	ML
Retirement	RT
Leave without pay	LP
Temporary disablement	TD
Death	DT
Company transfers	CT
Other	OR

Member number	Member name	Date of birth	Superannuation Guarantee Dollars	Superannuation Guarantee Cents	Personal – After tax Dollars	Personal – After tax Cents	Personal – Salary sacrifice Dollars	Personal – Salary sacrifice Cents	TOTAL Dollars	TOTAL Cents	End date Date (DD-MM-YYYY)	End date Code*
		SUB TOTAL										

How to complete your Contribution Advice

It is important you provide the correct information for all members on this Contribution Advice to ensure that AustSafe Super can allocate all amounts correctly. If any of your employees no longer work for you, please indicate this by including their end date and 'end of employment code' (see top right of form). If you need to update member details (existing or new), please use the *Member Update Form*.

Please return this form to AustSafe Super by the 14th day of the next month.

Please ensure:

1. Member details are correct and complete, and
2. Columns are totalled and cheques are made payable for the amount due (Grand Total).

Make your cheque payable to AustSafe Super and send your completed Contribution Advice to:

AustSafe Super, GPO Box 3113, Brisbane QLD 4001

Please allow four business days for us to receive your cheque and Contribution Advice.

This period's contributions

Total for new members — Only if you completed a Member Update Form

GRAND TOTAL

Signature

Date (DD-MM-YYYY) / /

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