Get your additional payment

AustralianSuper

> You've received a letter about an additional payment. Please complete this form with your bank account details, so we can transfer the amount to you. **i**

Your additional payment

Payment to your bank account

We will pay the additional amount to your bank account. You'll need to complete this form and provide your details including:

- proof of your identity (see section at right Proving your identity) and
- your bank account details (see section 4 on page 3 of this form).

Your payment may be subject to tax if you have been paid as a non-financial dependant.

To see the proof of ID requirements that apply to you, refer to the *Guide to providing proof of your identity* fact sheet available at **australiansuper.com/IDHelp**

Proving your identity

Before we process your refund payment, we need to verify your identity to make sure that the refund amount goes to the correct person and their super or bank account.

You can provide proof of your identity by providing a certified copy of your driver's licence or passport or by using electronic verification. See section 3 on page 3 of this form for details.

If you choose to attach paper copies of certified documentation to provide proof of your identity:

- read How to certify your documents below to see the documents you'll need to prove your identity.
- send your signed form and certified ID to us.

Once we receive your correctly completed application form and certified documents, it will usually take around 20 business days for your refund amount to be transferred to your bank account.

How to certify your documents

Read this section if you choose to attach paper copies of certified documentation to provide proof of your identity. Alternatively, you can provide us with your Tax File Number (TFN) or use electronic verification. See section 3 on page 3 of this form for details.

1 Go to your local police station

Take both the ORIGINAL and a photocopy of your CURRENT driver's licence or passport to your local police station. If you are using your driver's licence, you'll need to photocopy BOTH sides.

2 Ask them to certify your ID

To certify your ID, the authorised person needs to compare the photocopy to the ORIGINAL and include the following details on the copy:

- stamp or write 'This is a true and correct copy of the original'
- their qualification (such as police officer)
- their name
- their address and phone number, and
- their signature and the date it was signed.

Every page of the documents we receive from you must have been certified and dated within the last 6 months. Undated documents will be rejected.

> If you can't get to a police station, a number of other people can certify your ID for you. Go to **australiansuper.com/IDHelp** for more information.

Privacy Collection Statement

Please read this Privacy Collection Statement to see how AustralianSuper uses your personal information.

AustralianSuper Pty Ltd (ABN 94 006 457 987) of GPO Box 1901, Melbourne, Victoria, 3001, collects your personal information (PI) to enable us to make your benefits payment into your nominated bank account(s). If we can't collect your PI we may not be able to pay you your benefit. We will only share your PI where necessary to perform our activities with our administrator (Australian Administration Services Pty Ltd, Link Group), service providers, as required by law or court/tribunal order, or with your permission. Our Privacy Policy details how to access and change your PI, as well as our privacy complaints process. For complete details go to **australiansuper.com/privacy** or call us on **1300 300 273**.

Additional payments

Provide payment instructions to a nominated bank account.

AustralianSuper

Please complete in pen using CAPITAL letters and print (*X*) to mark boxes where applicable. Read the Privacy Collection Statement on page 1 to see how AustralianSuper uses your personal information.

1 Complete the deceased member's details

Last name

| | | | | | | | | | | | | | | | | | | | | |

Mr	Mrs	Ms	Miss	Dr
X	X	X	X	X

First name/s

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Member number (refer to your letter)

| | | | | | | | | | |

2 Provide your personal details

Last name

| | | | | | | | | | | | | | | | | | | | | |

Mr	Mrs	Ms	Miss	Dr
X	X	X	X	X

First name/s

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Date of birth

| D | D | M | M | Y | Y | Y | Y |

Male ☐   Female ☐

Tax File Number (TFN)

| | | | | | | | | |

> ⚠ For how we use your TFN, go to **australiansuper.com/RefTFN**
> If you don't provide your TFN you're likely to pay more tax than you need to.

Street address

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Suburb	State	Postcode

Postal address

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Suburb	State	Postcode

Telephone (business hours)	Telephone (after hours)	Mobile

Email

| |

Are you being paid the benefit as the member's Legal Personal Representative?   ☒ Yes   ☒ No

Complete Section 4 to have the payment transferred into your bank account (if you're a beneficiary; or if you're a guardian or carer receiving this benefit on behalf of a minor), or into the bank account of a minor trust or estate account;

OR

Complete Section 5 to transfer payment into your solicitor's trust account (not available for minor trust payments).

3   Provide proof of your identity

Please complete (✗) one of the options below.

[ ]   **Option 1 – I want to use electronic verification.**

By giving you my Medicare, driver's licence or Australian passport details below, I authorise the use of my personal details on this form for the purpose of electronic data verification. I understand that my information will be subject to an information match request in relation to relevant official record holder information and a corresponding information match result will be provided via the use of third party systems.

Any **TWO** of the following:

1. Full name as appears on my Medicare card

My Medicare number is

Valid to

M M Y Y Y Y

My reference number on this card is

2. Full name as appears on my driver's licence

Licence number

Card number[1]

[1] Visit **australiansuper.com/IDHelp** to find the card number on your driver's licence.

State of issue

Expiry date

D D M M Y Y Y Y

3. My Australian passport number is

Place of birth (as shown on your passport)

Country of birth (**not** shown on your passport)

Family name at birth (**not** shown on your passport)

[ ]   **Option 2 – I want to attach paper copies of certified documentation**

I have attached certified copies of my proof of identity to this form. Please ensure that you provide photocopies of your **original** identification documents and that they are correctly certified. **Each page must be certified as a true copy.** The documents we receive from you must have been certified and dated within the last 6 months. Undated documents will be rejected. For instructions on who can certify documents, go to **australiansuper.com/IDHelp**

> See page 1 of this form to check "How to certify your documents". ❗

[ ]   **I agree to use electronic verification if the paper copies of my proof of identity documents are incorrectly certified or can't be read**

I authorise the use of my personal details for the purpose of electronic data verification if the paper copies of my certified documentation are incorrectly certified or unable to be read. I understand that my information will be subject to an information match request in relation to relevant official record holder information and a corresponding information match result will be provided via the use of third party systems.

4   Complete this section to transfer the payment to a nominated bank account

If the benefit payment is being paid to the member's Legal Personal Representative, the account name must be an estate bank account. If the payment is to a minor trust or estate bank account, a copy of the bank statement must be provided with this form, prior to payment.

Account holder's name (e.g. John Doe)

Name of bank or financial institution

Branch

BSB number

Account number

You may wish to send a copy of the bank statement to us for further verification of the nominated bank account details. By completing this section, I authorise AustralianSuper to deposit the benefit payable into the nominated bank account.

5 Complete this section to transfer this payment to the trust account of my solicitor, or the solicitor managing the estate

Account holder's name (e.g. Lawyers Pty Ltd)

Bank name

Branch

BSB number

Account number

By completing this section and returning this form to AustralianSuper, I elect to have this benefit paid directly into the solicitor's trust account. I waive all claims against AustralianSuper and its trustees and release each and both from all liability which arises as a consequence of this payment being made into the solicitor's trust account and the subsequent distribution of the payment by the solicitor.

6 Sign this form

I have read the Privacy Collection Statement as set out on page 1 of this form, and I understand how AustralianSuper will use my personal information. To the best of my knowledge, the information I have provided on this form is correct.

I've completed section 3 Provide proof of your identity.

Sign here

Date

D D M M Y Y Y Y

Print name

7 Send this form to us

Please send the completed form and certified copies of your ID (if you haven't opted for electronic verification at section 3) using the Reply Paid envelope enclosed with your letter, or post to AustralianSuper, 30/130 Lonsdale Street MELBOURNE VIC 3000. Or you can email scanned copies of your completed forms and certified identification to **MultipleAccClaims@australiansuper.com**

Questions? Call **03 9117 1205** from 9am to 5pm AEST/AEDT weekdays

Please return this completed form to:
AustralianSuper, 30/130 Lonsdale Street MELBOURNE VIC 3000
or email a copy to **MultipleAccClaims@australiansuper.com**
Questions? Call **03 9117 1205** or visit **australiansuper.com/MultipleAccounts**

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