



You've received a letter about a refund payment. Please complete this form with details of your superannuation (super) fund and account, so we can transfer the refund amount to you.

If you've permanently retired from work and have reached your preservation age or have met another condition of release, you can provide your bank account details instead (see *Retired or met another condition of release?* below).

Your refund payment

Payment to your super account

We will pay your refund amount to your nominated super account with your super fund. 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 super fund and account details (see section 4 on page 4 of this form).

Payment to your bank account

If you're permanently retired from work and have reached preservation age or met another condition of release, we can pay your refund amount to your nominated 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 5 on page 5 of this form).

Your cash payments may be subject to tax if you're not yet 60 years old.

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 your Tax File Number (TFN) or by using electronic verification. See section 2 on page 3 of this form for details.

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

- Read *How to certify your documents* on page 2 of this form 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 five business days for your refund amount to be transferred to your super account with your chosen fund, or to your bank account.

Retired or met another condition of release?

You can provide bank details to receive your refund if you:

- have turned 65 (regardless of whether you've retired or not), or
- stopped working for an employer after you turned age 60, or
- are between preservation age and the age of 64, have ceased gainful employment and don't plan to work (See section 5 on page 5 of this form).

If you're not eligible for the above, we'll pay your refund to your super account with your super fund. (See section 4 on page 4 of this form.)

Your preservation age is 55 if you were born before 1 July 1960. Higher preservation ages apply if you were born after this date.

Use this table to find your preservation age

Date of birth	Preservation age
Before 1 July 1960	55
1 July 1960 to 30 June 1961	56
1 July 1961 to 30 June 1962	57
1 July 1962 to 30 June 1963	58
1 July 1963 to 30 June 1964	59
1 July 1964 or after	60

Visit australiansuper.com/retirement/access-super for details.

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 2 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.

All ID must have the same name and mailing address that we have for your super account.

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 operate your super account (including insurance), improve our products and services and keep you informed. If we can't collect your PI we may not be able to provide these services. PI is collected from you but sometimes from third parties like your employer. 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. Your PI may be accessed overseas by some of our service providers. A list of countries can be found at the URL below. Our Privacy Policy details how to access and change your PI, as well as the privacy complaints process. For complete details go to australiansuper.com/privacy or call us on **1300 300 273**.

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