

Pension Benefit Application

This form can be used to arrange a lump sum payment from your AGEST pension account to another super fund or directly to you.

AGEST Super

straightforward.simple.fair. 

AGEST has been named the 'Pension Fund of the Year' for the past two consecutive years (2007 and 2008) by SuperRatings (an independent ratings organisation).

Are you thinking of rolling over to a self-managed super fund (SMSF) ?

Be aware:

- ▶ As a trustee you are personally liable for the compliance of your SMSF. Strict penalties apply for non-compliance.
- ▶ You will need to maintain detailed records of all particulars relating to the day to day running of the fund for auditing purposes.
- ▶ Be prepared to pay for professional tax, auditing, accounting and legal advice to help make sure your SMSF is compliant - this can be expensive. Remember - AGEST only charges 92 cents per week in administration costs.
- ▶ Running a SMSF can take up a significant amount of personal time.
- ▶ You may also have to organise insurance including Death and Total and Permanent Disablement cover.
- ▶ Consider how much your new fund will cost before you rollover.

Remember:

- ▶ AGEST provides extremely low cost superannuation, insurance, and pensions.
- ▶ AGEST is available to all Australians - anyone can join AGEST.
- ▶ AGEST can accept contributions from any employer.
- ▶ AGEST offers superannuation contribution splitting.
- ▶ AGEST is a top-rated superannuation fund from many independent superannuation rating agencies, including SuperRatings, The Heron Partnership, Chant West and Rainmaker.

Important Notice

Please note the following before you complete this form:

- ▶ You can only use this form if you are an Australian Citizen/ Permanent Resident or New Zealand Citizen. If you do not meet this criteria you should contact us or see our website for further details.
- ▶ The unit prices used to update your account can go up or down, depending on movements in investment markets. You can view the latest prices on our website, www.agest.com.au, or obtain them by contacting us on 1300 724 378. Unit prices change daily and are posted on our website.
- ▶ You may need to provide proof of identity to enable a benefit to be paid to you.
 - > the identification documents you may need to supply are outlined later in this document.
 - > Any documents you provide will be stored securely and will only be used for the purpose of proving your identity in relation to this benefit.
 - > your identification details may be independently verified.
 - > faxed copies of certified documents are not acceptable and you should not send original identification documents.
 - > You should contact us on 1300 724 378 if you are unable to provide this proof of identity.
- ▶ AGEST's Product Disclosure Statement (PDS) contains important information regarding your AGEST benefits, including an explanation of the unit prices that are used when processing your benefit. You should read the PDS before making an investment decision.

Eligibility for cash withdrawals

Most pension members can withdraw money from their account at any time, however some members that have established accounts since July 2005 have elected to establish an account with preserved money. This means that their pension may currently be non-commutable, or contain a non-commutable component. Non-commutable basically means that cash withdrawals cannot be made from the account (or from the component of the account that is non-commutable) until a 'condition of release' is met.

A condition of release has been met if

- ▶ Your total benefit is less than \$200 and you have ceased employment
- ▶ You have reached your preservation age (currently 55 for people born before 1 July 1960) and are permanently retired from the workforce
- ▶ You are aged 60 or more and have ceased employment
- ▶ You are aged 65 or more
- ▶ You have permanently retired early due to invalidity or disablement. Please note that we require proof of incapacity - see page 2.

Cash withdrawals are usually paid within 5 days of receiving this form, providing it is fully completed, signed and dated and identification provided.

Proving your identity

Please note: Proof of identity is not required for requests to pay an amount to the bank account used for your regular pension payments.

For all other payments, you must provide proof of your identity (as outlined in the next section). All copied pages of **ORIGINAL** proof of identification documents (including any linking documents as described later in this document) must 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 documents 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 judge of a court;
- ▶ a magistrate;
- ▶ a chief executive officer of a Commonwealth court;
- ▶ a registrar or deputy registrar of a court;
- ▶ a Justice of the Peace;
- ▶ a notary public (for the purposes of the Statutory Declaration Regulations 1993);
- ▶ a police officer;
- ▶ an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public;
- ▶ a permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public;
- ▶ an Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955);
- ▶ an officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993);
- ▶ a finance company officer with 2 or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993);
- ▶ an officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees.
- ▶ a member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership.

Proof of Identity documents

You must provide either:

- ▶ ONE certified copy of a '**primary photographic identification**' document (as defined below); OR
- ▶ both
 - > a certified copy of ONE '**primary non photographic identification**' document (as defined below); and
 - > a certified copy of ONE '**secondary identification**' document (as defined below).

'**Primary photographic identification**' document means any of the following:

- ▶ a licence or permit issued under a law of a State or Territory or equivalent authority of a foreign country for the purpose of driving a vehicle that contains a photograph of the person in whose name the document is issued;
- ▶ a passport issued by the Commonwealth;
- ▶ a passport or a similar document issued for the purpose of international travel, that:
 - > contains a photograph and the signature of the person in whose name the document is issued;
 - > is issued by a foreign government, the United Nations or an agency of the United Nations; and
 - > If it is written in a language that is not understood by the person carrying out the verification is accompanied by an English translation prepared by an accredited translator.
- ▶ a card issued under a law of a State or Territory for the purpose of proving the person's age which contains a photograph of the person in whose name the document is issued.
- ▶ a national identity card issued for the purpose of identification, that:
 - > contains a photograph and the signature of the person in whose name the document is issued;
 - > is issued by a foreign government, the United Nations or an agency of the United Nations; and
 - > if it is written in a language that is not understood by the person carrying out the verification is accompanied by an English translation prepared by an accredited translator;

'**Primary non photographic identification**' document means any of the following:

- ▶ a birth certificate or birth extract issued by a State or Territory;
- ▶ a citizenship certificate issued by the Commonwealth;
- ▶ a citizenship certificate issued by a foreign government that, if it is written in a language that is not understood by the person carrying out the verification, is accompanied by an English translation prepared by an accredited translator;
- ▶ a birth certificate issued by a foreign government, the United Nations or an agency of the United Nations that, if it is written in a language that is not understood by the person carrying out the verification, is accompanied by an English translation prepared by an accredited translator;
- ▶ a pension card issued by Centrelink that entitles the person in whose name the card is issued, to financial benefits.

'**Secondary identification**' document means any of the following:

- ▶ a notice that:
 - > was issued to an individual by the Commonwealth, a State or Territory within the preceding twelve months;
 - > contains the name of the individual and his or her residential address; and
 - > records the provision of financial benefits to the individual under a law of the Commonwealth, State or Territory (as the case may be);

- ▶ a notice that:
 - > was issued to an individual by the Australian Taxation Office within the preceding 12 months;
 - > contains the name of the individual and his or her residential address; and
 - > records a debt payable to or by the individual by or to (respectively) the Commonwealth under a Commonwealth law relating to taxation;
- ▶ a notice that:
 - > was issued to an individual by a local government body or utilities provider within the preceding three months;
 - > contains the name of the individual and his or her residential address; and
 - > records the provision of services by that local government body or utilities provider to that address or to that person.
- ▶ In relation to a person under the age of 18, a notice that:
 - > was issued to a person by a school principal within the preceding three months;
 - > contains the name of the person and his or her residential address; and
 - > records the period of time that the person attended at the school.

Linking Documents

If you have changed your name or are signing on behalf of the applicant, you will need to provide a certified linking document. A linking document is a document that proves a relationship between two (or more) names.

The following table 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.
Signed on behalf of applicant	Guardianship papers or Power of Attorney.

Privacy

AGEST handles your personal information in accordance with a set of National Privacy Principles. AGEST's privacy policy is available in our PDS and on our website, www.agemt.com.au, or you can call us for a copy on 1300 724 378.

Please tick this box if the statement applies to you.

I am an Australian Citizen/Permanent Resident or a New Zealand citizen.

If you are unable to tick the box above, you cannot use this form, please contact us on 1300 724 378 or see our website for further details.

1. Your personal details

Pension Membership Number

Title (please tick)
 Miss Ms Mrs Mr Dr

First name(s)

Family name

Date of birth
 Gender F M

Telephone numbers
 Home
 Work

Mobile

Home Address (by law AGEST requires this to authorise a payment)

Suburb/Town

State/Territory Postcode

Mailing Address (if different to Home Address)

Suburb/Town

State/Territory Postcode

Email Address (work or home)

2. Your Tax File Number (TFN)

I have read the information on this form about my Tax File Number. (please tick)

I choose to provide my TFN - it is

I choose not to provide my TFN

I have already provided my TFN to AGEST for this member account.

3. Preservation

Your benefit will consist of preserved and or non-preserved components. To enable us to determine these components please tick any of the following statements that apply to you.

My AGEST benefit is less than \$200 (before tax) and I have ceased employment.

I declare that I am aged 55 to 59 and have ceased employment and do not intend to be employed again.

I declare that I am aged 60 to 64 and have ceased employment.

I declare that I am aged 65 or more.

I declare that I have permanently retired early due to disablement or invalidity. We require proof of incapacity in the form of certification from two legally qualified medical practitioners. They must certify that you are 'unlikely' to ever be employed in a capacity for which you are reasonably qualified because of education, training or experience. A Certificate of Invalidity/Incapacity can be downloaded from our website.

If you have insurance cover in AGEST and wish to lodge a claim on it, you will also need to complete our insurer's claim forms. Contact us on 1300 724 378 for a copy of the relevant form.

None of the above statements apply to me.

4. Member Feedback

If you are closing your pension account, We would appreciate feedback from you. We are committed to the continuous improvement of our fund and meeting the needs of our members.

The primary reason for rolling my benefit out of AGEST is based on:

- | | |
|---|---|
| <input type="checkbox"/> Consolidation of multiple super accounts | <input type="checkbox"/> Adviser recommendation |
| <input type="checkbox"/> Fund performance | <input type="checkbox"/> Customer service |
| <input type="checkbox"/> Other: | |

Additional comments

(continued next page)



