

Self Managed Super Fund Rollover Application

IMPORTANT! PLEASE READ BEFORE COMPLETING THIS FORM:

(PLEASE FILL IN DETAILS CLEARLY IN BLOCK LETTERS and PLEASE USE BLUE PEN)

- This form is to rollover your **WHOLE** AUSfund account (not partial payment of your account) into a Self Managed Super Fund (SMSF).
- This form is **NOT** to be used to claim a cash benefit.
- Please ensure your SMSF is current and active.
- AUSfund receives large numbers of rollover forms, therefore processing of your rollover can take up to 30 days to process. You will be advised when the transfer is complete.
- If this form isn't completed and signed, the rollover will **NOT** take place and the form **WILL** be returned to you.

STEP 1 Please complete your personal details

TITLE	GIVEN NAMES	FAMILY NAME	AUSFUND MEMBERSHIP NUMBER (if known)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
POSTAL ADDRESS		SUBURB/TOWN	STATE/TERRITORY	POSTCODE
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
DATE OF BIRTH	WORK PHONE NUMBER	HOME/MOBILE PHONE NUMBER	EMAIL ADDRESS	
<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="()"/>	<input type="text" value="()"/>	<input type="text"/>	

STEP 2 Fill in the details of the SMSF you would like your AUSfund balance rolled into

FULL NAME OF SELF MANAGED SUPER FUND	ABN OF THE FUND	PHONE NUMBER	
<input type="text"/>	<input type="text"/>	<input type="text" value="()"/>	
ADDRESS OF FUND	SUBURB/TOWN	STATE	POSTCODE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

STEP 3 Please provide copies of your identification

To ensure security of your money, you **MUST SUPPLY** the Personal Identification Documents requested below.

IF YOU DO NOT SUPPLY THIS DOCUMENTATION, YOUR ROLLOVER WILL BE DELAYED, AS WE CANNOT PROCESS YOUR APPLICATION AND WILL HAVE TO RETURN IT TO YOU.

DEPENDING ON THE TOTAL AMOUNT YOU WILL BE TRANSFERRING TO THE ROLLOVER FUND, YOU MUST SUPPLY EITHER:

- **LESS THAN \$1,000** A photocopy of Item 1, **OR** photocopies of Item 2 **AND** Item 3.
- **\$1,000 AND OVER** A certified* photocopy of Item 1, **OR** certified* photocopies of Item 2 **AND** Item 3.

ITEM 1 – Both sides of your current drivers licence showing current address issued under Australian State or Territory law **OR** current Australian passport.

ITEM 2 – Birth certificate or birth extract **OR** a citizen certificate issued by the Commonwealth **OR** a pension card issued by Centrelink that entitles the person to financial benefits.

ITEM 3 – Letter from Centrelink regarding a Government assistance payment **OR** notice issued by Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address. For example, a Tax Office Notice of Assessment or a Rates Notice from a local council.

IF YOU HAVE CHANGED YOUR NAME OR NEED TO KNOW WHAT CERTIFIED MEANS PLEASE REFER TO INFORMATION OVER THE PAGE.

STEP 4 Please provide evidence of the SMSF

You **MUST** supply a certified* copy of either a letter from the Australian Tax Office (ATO) with the fund's ABN **OR** a certified* copy of the Trust Deed. IF YOU DO NOT PROVIDE ALL THE NECESSARY DOCUMENTATION, YOUR ROLLOVER WILL BE DELAYED, AS WE CANNOT PROCESS YOUR APPLICATION AND WILL HAVE TO RETURN IT TO YOU.

Please turn over to complete form.

STEP 5 DECLARATION (You must sign)

By signing this request form I am making the following statements:

- I confirm that I am a member and trustee or director of a corporate trustee of the SMSF detailed in step 2.
- I declare that I have fully read this form and the information completed is true and correct.
- I am aware I may ask my superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and I do not require any further information.
- I discharge the Trustee of Australia's Unclaimed Super Fund, AUSfund, of all further liability in respect of the benefits paid and transferred to the fund I have chosen.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

SIGNATURE OF MEMBER

DATE

DD/MM/YYYY

Send to:
AUSfund, PO Box 2468, Kent Town SA 5071

*WHAT DOES CERTIFIED MEAN?

'Certified' means 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 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 people can certify copies of the originals as true and correct copies:

- a permanent employee of Australia Post with two or more years continuous service
- a finance company officer with two or more years of continuous service (with one or more finance companies)
- an officer with, or authorised representative of, a holder of an Australian Financial Services License (AFSL), having two or more years continuous service with one or more licensees
- a notary public officer
- a police officer
- a registrar or deputy registrar of a court
- a Justice of the Peace
- a person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner
- an Australian consular officer or an Australian diplomatic officer
- a judge of a court
- a magistrate

- a Chief Executive Officer of a Commonwealth Court
- a Councillor of a municipality
- a medical practitioner
- a dentist
- a veterinary practitioner
- a pharmacist
- a bank branch manager
- a certified practising accountant
- a person accredited as a chartered accountant
- a minister of religion
- a person qualified to witness affidavits
- a permanent employee of the Commonwealth, State or Territory, or local government or an authority associated with these governments with two or more years continuous service

HAVE YOU CHANGED YOUR NAME OR ARE YOU SIGNING ON BEHALF OF ANOTHER PERSON?

If you have changed your name from the name we have on record 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 exists between two (or more) names. Suitable linking documents are:

Change of name – Certified copy of Marriage certificate, deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office.

Signed on behalf of the applicant – Certified copy of Guardianship papers or Power of Attorney.