



Partner Section (Spouse Contribution Account Section)

Super solutions for you and your spouse

PRODUCT DISCLOSURE STATEMENT | 1 APRIL 2024

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About this Product Disclosure Statement

This Product Disclosure Statement (PDS) provides a summary of significant information for the ANZ Australian Staff Superannuation Scheme Partner Section (Spouse Contribution Account Section). It contains references to important information contained in the Partner Section (Spouse Contribution Account Section) in Detail booklet which also forms part of this PDS. You should consider all the information contained in this PDS and the Partner Section in Detail booklet before making a decision about ANZ Australian Staff Superannuation Scheme. You can request a copy of this PDS and the Partner Section in Detail booklet by calling ANZ Staff Super on **1800 000 086**.

The information provided in this PDS is general information only and does not take into account your personal financial situation or needs. You should obtain financial advice that is tailored to your personal circumstances.

In this PDS we refer to Section A as the Employee Section, Section C as Employee Section C, the Retained Benefit Account (RBA) Section as the Personal Section, the Spouse Contribution Account (SCA) Section as Partner Section and Account Based Pension (ABP) Section as the Retirement Section as these names better describe the sections and are more easily understood.

This PDS was prepared and issued by ANZ Staff Superannuation (Australia) Pty Limited ABN 92 006 680 664 AFSL 238268 L0000543 as trustee for the ANZ Australian Staff Superannuation Scheme ABN 83 810 127 567 RSE R1000863

1. About the ANZ Australian Staff Superannuation Scheme – Partner Section

The ANZ Australian Staff Superannuation Scheme (the “Scheme” or “ANZ Staff Super”) is a corporate superannuation fund for current and former employees of ANZ and its associated companies. The trustee of the Scheme and issuer of this product is ANZ Staff Superannuation (Australia) Pty Limited (the “Trustee”).

As the partner of an ANZ employee who is an Employee Section or Employee Section C member or a Personal Section member who is a former ANZ employee (the “employee-member”) you may be eligible to open a Partner Section Contribution Account with ANZ Staff Super.

To qualify as an eligible spouse* you must be the husband, wife or de facto partner of the employee-member of ANZ Staff Super, and residing together on a genuine domestic basis as a couple. As long as these eligibility criteria are met, you are considered to be an eligible spouse and can apply to be a Partner Section member. Partner Section members have an obligation to notify the Trustee if, at any time in the future, they cease to be an eligible spouse.

ANZ Staff Super also offers the:

- Personal Section, which enables you to leave your benefit invested in ANZ Staff Super if you are no longer eligible to be a Partner Section member
- Retirement Section, which allows you to convert your benefit to a pension when you retire.

Product Disclosure Statements for the Personal and Retirement Sections are available on our website www.anzstaffsuper.com or by contacting ANZ Staff Super. You should consider the relevant Product Disclosure Statement before making a decision whether to invest in these products.

Overall ANZ Staff Super has around 30,000 members and manages around \$6 billion for its members.

* The definition of an eligible spouse is established in superannuation law and is not based on any criteria determined by ANZ or the Trustee.

MySuper

Under superannuation legislation, members are classified as either MySuper or Choice members. The key driver for determining if you’ll be classified as a MySuper or Choice member is whether your account is 100% invested in the Balanced Growth investment option or you have chosen to invest some or all of your account in another investment option. ANZ Staff Super has four investment options you can choose from, as detailed in “How we invest your money” on page 4. If you do not make an investment choice when you join, your account will be invested in the Balanced Growth option and you will be classified as a MySuper member.

It generally doesn’t make any difference whether you are classified as a MySuper or Choice member in the Partner Section, because:

- If you are classified as a MySuper member, you can opt to switch your investment choice to another one of the options offered by ANZ Staff Super or to a combination of these options. If you are a MySuper member and you choose to change your investment choice, you will then be classified as a Choice member.
- The fees and costs applying for each investment option are the same.
- Other than for certain Partner Section members, the insurance arrangements for the Partner Section (including the cover options and premium rates) are the same.
- The account management fee applying to your account in the Partner Section is the same.

Regardless of how your account is invested, you can choose to opt out of being classified as a MySuper member at any time.

Our website includes a range of articles and educational material, including product dashboards, certain details about the Trustee (including the Trustee and executive officer remuneration disclosure information) and documents relating to ANZ Staff Super. For the product dashboards, go to www.anzstaffsuper.com > Documents > Product dashboards and for the Trustee details and Scheme documents go to www.anzstaffsuper.com > Trustee information.

2. How super works

Superannuation is a partly compulsory means of saving for your retirement. Tax savings are provided by the Government through concessional tax rates which apply to super contributions and investment earnings to provide an incentive to save for your retirement.

Contributions

Different types of contributions can be paid to your account in ANZ Staff Super. The types of contributions that ANZ Staff Super can accept by or in respect of you depend on your age and employment status.

By law, the initial contribution to establish your account needs to be made by the employee-member. When your account has been established, the following contributions may be made to your account:

Employer contributions

All Australian employers are required to provide a minimum level of superannuation support for their employees under the Superannuation Guarantee (SG) legislation.

Your employer may pay contributions to ANZ Staff Super on your behalf.

Regular contributions from the current ANZ employee’s after-tax salary via payroll deduction

If your partner is a current ANZ employee, he or she can make regular contributions to your account from his or her after-tax pay via payroll deduction. He or she can also make lump sum contributions for you from his or her after-tax salary.

Other voluntary contributions

Making additional contributions to your super may be an effective way to increase your retirement savings. You can make additional contributions from your post-tax salary or your pre-tax salary (by salary sacrifice). Payment of contributions for you from your pre-tax salary is subject to the agreement of your employer.

Co-contributions

If you make voluntary post-tax contributions and meet certain eligibility conditions, the Government may make co-contributions to your account.

Contribution limits

There are limits on contributions to super which can be made by or in respect of you without incurring additional tax. Limits apply to:

- concessional (pre-tax) contributions, which include SG contributions and voluntary pre-tax contributions; and
- non-concessional (post-tax) contributions.

More information about these limits is outlined in “How super is taxed” on page 6.

Transfers from other super funds

If you have super savings in other funds, you may want to consider transferring these accounts into ANZ Staff Super. This may offer advantages such as saving on investment management and administration fees. You can make an online request to have your other super rolled in through the secure section of our website www.anzstaffsuper.com, then select **Consolidation** from the menu ribbon or the *Rollover* form is available at www.anzstaffsuper.com > Documents > Forms or by calling us on 1800 000 086.

Choice of Fund

Under Choice of Fund law, employers are required to offer employees the choice of fund their SG contributions are paid into.

You may be able to elect to have future contributions from your employer paid into your account in the Partner Section by completing a Standard Choice Form and nominating ANZ Staff Super as your chosen fund. Our compliance confirmation and contribution payment instructions are available on our website www.anzstaffsuper.com - see the *Choice of fund* election form - or by calling us on 1800 000 086.

Restrictions on withdrawal

Superannuation is a long term investment. Restrictions apply to when you can access certain components of your super. In general, you cannot have your preserved benefit paid to you until you reach age 65 if you have never been in paid employment or when you reach your preservation age and have retired. Your preservation age depends on your date of birth. Your preservation age will be 55 if you were born before 1 July 1960 and gradually increases to 60 if you were born on or after 1 July 1964. There are some special circumstances when you can access your benefit earlier.

The section called "How super works" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail the types of contributions that can be paid to ANZ Staff Super, how to make additional contributions and accessing your benefit from ANZ Staff Super.

You should read the important information about "How super works" before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to "How super works" may change between the time when you read this Statement and the day when you acquire the product.

3. Benefits of investing with ANZ Australian Staff Superannuation Scheme – Partner Section

On joining ANZ Staff Super, you become part of a large, diversified and well-managed superannuation fund providing a sound investment for your future financial security.

As a member of the Partner Section, ANZ Staff Super offers you:

- competitive account management fees
- a range of investment options with competitive investment management costs
- the option to apply for death or death and Total and Permanent Disablement cover (subject to underwriting)
- secure access to your account details via our website www.anzstaffsuper.com
- member representation on the Trustee Board
- access to other products such as the account based pension through which you can access a pension if you are retiring. You should consider the Product Disclosure Statement for the Retirement Section before making a decision whether to invest in this product.

How your account works

Your account in ANZ Staff Super is recorded as unit holdings in one or a combination of the investment options.

When contributions and roll ins are paid to your account, they "buy" more units. Conversely, when withdrawals and other deductions such as account management fees, insurance premiums and tax are processed, some of your units are sold. The dollar value of your account is worked out by multiplying the number of units you hold by the current unit price for the relevant investment options. The investment returns applied to your account are based on the movements in the unit price(s) of the investment option(s) you hold and will vary from year to year. These investment returns may be positive or negative.

Your benefits

Once you satisfy what's known as a 'condition of release', you will be entitled to your account balance plus any insured benefit which may be payable.

The section called "Benefits of investing with ANZ Australian Staff Superannuation Scheme – Partner Section" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail the benefits of ANZ Staff Super, and how you may nominate your beneficiaries.

You should read the important information about "Benefits of investing with ANZ Australian Staff Superannuation Scheme – Partner Section" before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to "Benefits of investing with ANZ Australian Staff Superannuation Scheme – Partner Section" may change between the time when you read this Statement and the day when you acquire the product.

4. Risks of super

All investments carry risk. Different investment options may carry different levels of risk depending on the asset allocation of the relevant investment options. Investing in assets with the highest long-term returns may also carry the highest level of short-term risk. The value of individual investments and the investment option(s) you choose will vary. The level of investment returns will vary over time and may go up or down. Future investment returns may differ from past returns. Investment returns are not guaranteed and you may lose some of your superannuation savings.

You should also bear in mind that:

- superannuation and tax laws may change in the future and such changes may affect your superannuation;
- the amount of your future superannuation savings (including contributions and investment returns) may not be enough to provide adequately for your retirement needs; and
- the level of risk you face will vary depending on a range of factors, including your age, your investment timeframes, your risk tolerance and where other parts of your wealth are invested.

The significant risks of investing in ANZ Staff Super include the risks associated with inflation, the performance of individual investments, uncertain markets, changes to interest rates, movements in exchange rates, the use of derivatives and changes to super and tax law.

The section called "Risks of super" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail the types of risk that may impact your superannuation.

You should read the important information about “Risks of super” before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to “Risks of super” may change between the time when you read this Statement and the day when you acquire the product.

5. How we invest your money

ANZ Staff Super provides four investment options with different asset allocations selected by the Trustee. Each investment option has a different risk and return profile so you can choose an investment option or mix of investment options that suits your needs and circumstances.

As a Partner Section member, you can choose where you want your account invested by selecting one, or a combination of, the following options:

- Aggressive Growth
- Balanced Growth (MySuper product)
- Cautious
- Cash.

You can select a different investment strategy for your existing account balance and your future cash flows such as contributions, roll ins and account management fees.

From time to time, the investment options offered by ANZ Staff Super may change. The Trustee will notify members in advance in the event that the options offered change.



You should consider the likely investment return, risk and your investment timeframe when choosing an option in which to invest.

If you don't make a choice

If you do not choose an investment option for your super, your account will be invested in the Balanced Growth investment option (the default investment option) which is described on the next page and you will be classified as a MySuper member.

If you choose to invest all or part of your account in any of the other investment options, you will be classified as a Choice member.

Being classified as a MySuper or Choice member is a legislative requirement.

Switching between investment options

You can request a switch of investment options weekly. Switch requests can be lodged by electronic request via our website www.anzstaffsuper.com or by using the *Changing your investment options* form available from ANZ Staff Super. Requests received on or before 5pm Thursday are processed on the following Wednesday. Requests received after 5pm Thursday will be processed on the Wednesday after next. This schedule is adjusted if public holidays delay the issuing of unit prices. Any investment switch will take effect from the date the switch is processed.

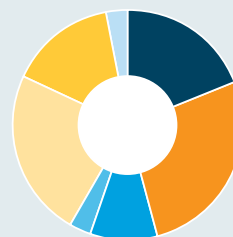
The section called “How we invest your money” in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail ANZ Staff Super’s investment options and investment approach. This information includes details about the asset classes used, the other investment options, making a choice, switching options, and the extent to which labour standards, or environmental, socially responsible or ethical considerations are taken into account in the selection, retention or realisation of ANZ Staff Super’s investments.

You should read the important information about “How we invest your money” before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to “How we invest your money” may change between the time when you read this Statement and the day when you acquire the product.

Balanced Growth (MySuper product)

<i>Description</i>	The Balanced Growth option is a diversified option that invests across a range of asset classes. Around 59% of this option is invested in shares and property, around 24% in alternative assets and the remainder in fixed interest securities and cash.
<i>Type of investors</i>	Members who are seeking to maximise investment returns over the long term while accepting a moderate to high degree of performance variability. The investment returns of this option are likely to be less volatile than those of the Aggressive Growth option, but more volatile than those of the Cautious and Cash options.
<i>Investment return objective</i>	Exceed CPI increases, on average, by at least 2.5% p.a. over rolling 10 year periods. (Note: The investment return objective is not a prediction or promise of any particular return.)
<i>Minimum suggested timeframe for investment</i>	At least 5 years
<i>Estimated frequency of negative annual investment returns</i>	3.9 in any 20 years
<i>Summary risk level</i>	Medium to High
<i>Strategic asset allocation and ranges</i>	The pie chart is indicative of the investment mix for this option. The actual percentages in each asset class may vary over time within allowable ranges.



Growth assets	Alternative assets*	Defensive assets
19% Australian equities	23.5% Alternative assets	15% Fixed interest securities
27% International equities	• Diversity	• Australian
9.5% Property	• Global infrastructure	• International
3% Emerging market equities	• Global credit	3% Cash

20% Target developed markets foreign currency exposure.

* The Trustee actively reviews the structure of the alternative assets and will adjust the structure on a strategic basis. As a result, from time to time, allocations to alternative assets will not be fully invested and the uninvested allocations will be held in one or more of the non-alternative asset classes.

6. Fees and Costs

DID YOU KNOW?

Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns.

For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30 year period (for example, reduce it from \$100,000 to \$80,000). You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You or your employer, as applicable, may be able to negotiate to pay lower administration fees. Ask the fund or your financial adviser.

TO FIND OUT MORE

If you would like to find out more, or see the impact of the fees based on your own circumstances, the Australian Securities and Investments Commission (ASIC) website (www.moneysmart.gov.au) has a superannuation fee calculator to help you check out different fee options.

Fees and costs summary for the Balanced Growth investment option (MySuper product)

The table below provides a summary of the main fees and costs for the Balanced Growth investment option (MySuper product) as set out below. This information can be used to compare costs between different superannuation products. The fees and costs are paid directly from your account or deducted from investment earnings.

Fees and costs summary

TYPE OF FEE OR COST	AMOUNT	HOW AND WHEN PAID
Ongoing annual fees and costs¹		
<i>Administration fees and costs</i>	0.19% ² p.a. of your account balance up to \$500,000 (known as the account management fee). 0.0% p.a. for the portion of your account balance above \$500,000.	Deducted weekly from your account on a pro rata basis.
<i>Investment fees and costs³</i>	0.015% - 0.464% ⁴ p.a. of your account balance depending on your investment option.	Deducted from your chosen investment option's investment earnings before the option's unit price is declared.
<i>Transaction costs</i>	Nil	Not applicable
Member activity related fees and costs		
<i>Buy-sell spread</i>	Nil	Not applicable
<i>Switching fee</i>	Nil	Not applicable
<i>Other fees and costs⁵</i>	For details of insurance costs, see page 6.	Deducted from your account (monthly and when you leave the Partner Section).

- 1 If your account balance for a product offered by ANZ Staff Super is less than \$6,000 at the end of our income year, certain fees and costs charged to you in relation to administration and investment are capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded. ANZ Staff Super's income year ends on 31 December.
- 2 A rebate of 0.03% p.a. of your account balance up to \$500,000 will be applied for 2024 meaning the net account management fee for 2024 will be 0.16% p.a.
- 3 Investment fees and costs include amounts of 0.00% to 0.014% for performance fees.
- 4 Investment fees and costs are estimates. Actual costs vary from year to year. The investment fees and costs for 2023 were 0.015% to 0.464% p.a. depending on the investment option. The investment fees and costs are based on the investment fees and

costs for the year ended 31 December 2023 except that amounts related to performance fees are based on the average performance fees for the 5 years ended 31 December 2023. (If an investment has not existed or did not provision for performance fees for the last 5 years – performance fees are based on the average for the period since the option has existed and provided for performance fees.) The actual amount you will be charged in subsequent years will depend on the actual investment fees and costs incurred for the relevant period. The investment fees and costs are deducted from investment earnings before the unit price is declared. The amount is not negotiable.

- 5 Additional fees may apply. For details, refer to the "Fees and costs" section of the Partner Section (Spouse Contribution Account Section) in Detail booklet available from our website www.anzstaffsuper.com.

For definitions of the above fees, refer to the "Glossary" section of the Partner Section (Spouse Contribution Section) in Detail booklet available from our website www.anzstaffsuper.com.

The Trustee has the right to increase the amount of fees without member consent. If we increase our fees, we will notify you no later than 30 days before the change occurs.

You can use the superannuation fee calculator on ASIC's Money Smart website www.moneysmart.gov.au to calculate the effect of fees and costs on account balances.



If you consult a financial adviser, you may need to pay additional fees to your financial adviser. The Statement of Advice provided by the adviser will state the fees (if any) you will pay.

Example of annual fees and costs for the Balanced Growth investment option (MySuper product)

This table gives an example of how the fees and costs for the Balanced Growth investment option (MySuper product) of ANZ Staff Super can affect your superannuation investment over a one year period. You should use this table to compare this superannuation product with other superannuation products.

Example – Balanced Growth investment option (MySuper product) Balance of \$50,000

<i>Administration fees¹ and costs</i>	0.19% p.a.	For every \$50,000 you have in the superannuation product, you will be charged or have deducted from your investment \$95 in administration fees and costs.
<i>PLUS Investment fees and costs³</i>	0.464% ⁴ p.a.	And , you will be charged or have deducted from your investment \$232 in investment fees and costs.
<i>PLUS Transaction costs</i>	Nil	And , you will be charged or have deducted from your investment \$0 in transaction costs.
<i>EQUALS Cost of product</i>		If your balance was \$50,000, at the beginning of the year, then for that year you will be charged fees and costs of \$327 for the superannuation product.

- 1 The administration fee is known as the account management fee in ANZ Staff Super.
- 2 A rebate of 0.03% p.a. of your account balance up to \$500,000 will be applied for 2024, meaning the net account management fee for 2024 will be 0.16% p.a.
- 3 Calculated based on both actual and estimated costs incurred for the 12 months ended 31 December 2023.
- 4 Investment fees and costs includes an amount of 0.00% to 0.014% for performance fees.

The section called "Fees and costs" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail the fees and costs (including the fees and costs for each of our other investment options and the basis for calculating the performance fees) which apply in the Partner Section of ANZ Staff Super.

You should read the important information about "Fees and costs" before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to "Fees and costs" may change between the time when you read this Statement and the day when you acquire the product.

7. How super is taxed

Tax on contributions

Concessional contributions includes all contributions made from your before-tax earnings, including SG contributions paid by your employer and any voluntary salary sacrifice contributions. Concessional contributions are subject to 15% contributions tax which is deducted from your account when the contributions are received.

If your income (including concessional contributions) exceeds \$250,000 per annum, you may pay 30% contributions tax (rather than 15%) on some or all of your concessional contributions. This additional tax will not apply to contributions that are subject to excess contributions tax.

Concessional contributions are subject to a limit or cap. The limit for the 2023/24 tax year is \$27,500 and the limit for the 2024/25 tax year is \$30,000.

Any concessional contributions in excess of your limit will be included in your assessable income and taxed at your marginal tax rate and for excess concessional contributions received prior to 1 July 2021, you will be required to pay an excess concessional contributions charge*. A non-refundable tax offset of 15% of your excess concessional contributions will apply to compensate you for the 15% contributions tax already paid on your concessional contributions. You will be entitled to elect to have up to 85% of your excess concessional contributions released from your superannuation.

* This charge is calculated by the Australian Taxation Office (ATO) and is intended to ensure that individuals who make excess concessional contributions do not receive tax deferral advantages over those who do not exceed their concessional contribution limit.

The amount of excess concessional contributions counted towards your non-concessional limit will be reduced by any excess concessional contributions released from your superannuation.

Excess concessional contributions are also counted towards your non-concessional contribution limit.

Non-concessional contributions are those paid from after-tax monies. These contributions are not taxed unless they exceed the limit. If you claim a tax deduction for these contributions, they will be treated as concessional contributions.

The non-concessional contribution limit is \$110,000 per annum for the 2023/24 tax year and \$120,000 per annum for the 2024/25 tax year. Your limit may vary if you can use the "bring forward" arrangements or if your total super balance exceeds \$1.9 million.

If you are under age 75, you can "bring forward" up to two years of non-concessional contributions, but your limit for the subsequent two financial years will be reduced. Based on a limit of \$120,000, this means you can make an after-tax contribution of up to \$360,000 in one financial year provided you do not make any non-concessional contributions for the next two financial years. However, if you have over \$1.66 million in super, you'll only be able to bring forward contributions up to the amount which would take your balance to \$1.9 million.

If your total super balance is \$1.9 million or more, you will not be eligible to make non-concessional contributions. Amounts over the non-concessional contribution limit will be taxed at 45% plus the Medicare levy.

The contribution limits can change due to indexing. To check the current limits or obtain further information, visit the Australian Taxation Office (ATO) website www.ato.gov.au.

Individuals have the option of withdrawing superannuation contributions in excess of the non-concessional contribution limit and any associated earnings, with these earnings being taxed at the individual's marginal tax rate.



If you exceed the concessional or non-concessional contribution limits, you may have to pay additional tax.

Tax on investment earnings

Investment earnings are subject to a tax rate of up to 15%. Tax deductions, credits and rebates may apply and reduce the effective tax rate on investment earnings. The investment returns on your account are net of investment management costs and any tax on investment earnings. This tax is deducted as part of the calculation of the unit prices.

Tax on withdrawals

If you are age 60 or over, benefits are generally tax free when paid to you from a taxed superannuation fund like ANZ Staff Super.

If you are under age 60, tax is payable on any benefit paid to you in cash. The amount of tax payable depends on a range of factors, including your age, the reason your benefit is being paid and the composition of your benefit. This tax will be deducted from your benefit before it is paid to you.

Tax on rollovers

Generally no tax is payable on a benefit when you roll it over to another superannuation fund.



You should provide your Tax File Number (TFN) to ANZ Staff Super if we don't have it recorded.

If ANZ Staff Super does not have your TFN:

- your concessional (pre-tax) contributions will be taxed at the highest marginal tax rate plus the Medicare levy;
- ANZ Staff Super will not be able to accept any non-concessional (post-tax) contributions for you;
- the taxable component of any benefit payments may be taxed at a higher rate; and
- you may miss out on receiving Government co-contributions.

You can check whether ANZ Staff Super has your TFN on your latest annual benefit statement or by signing into www.anzstaffsuper.com or calling us on 1800 000 086. You can provide your TFN by completing a *Providing your Tax File Number* form available on our website www.anzstaffsuper.com.

The section called "How super is taxed" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more detail how taxes apply to your superannuation.

You should read the important information about "How super is taxed" before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail. (Click here to access)

The material relating to "How super is taxed" may change between the time when you read this Statement and the day when you acquire the product.

8. Insurance in your super

Death or death and Total and Permanent Disablement (TPD) cover is available to members of the Partner Section who meet the relevant eligibility criteria and subject to certain conditions.

Zurich Australia Limited ABN 92 000 010 195 (the "Insurer") insures the death, terminal illness and TPD benefits offered by ANZ Staff Super through a group life insurance policy (the "policy") held by the Trustee.

Death or death and TPD cover is available in increments of \$50,000. The maximum cover available depends on the type of benefit as follows:

Death	\$5 million
TPD	\$3 million
Terminal illness	Death cover or \$2.5 million, whichever is the lesser

Your death or death and TPD cover (if any) will cease if you withdraw your total account balance from the Partner Section, if your account balance is insufficient to meet the cost of your death cover or if you reach age 66.

If you cease work on the grounds of Total and Permanent Disablement, payment of your TPD cover (if any) is subject to the Insurer determining that you meet the definition of Total and Permanent Disablement set out in the policy.

Minimum death cover

Zurich Australia Limited ABN 92 000 010 195 (the "Insurer") insures If you:

- are classified as a MySuper member; and
- have death cover in the Partner Section; and
- have contributions credited to your account in the Partner Section your Partner Section death cover will be subject to minimum age-based cover.

For details of the age-based minimum death cover, refer to the "Insurance in your super" section of the Partner Section (Spouse Contribution Section) in Detail booklet.

Age-based TPD cover

If you were a member of the Partner Section prior to 1 October 2017, you may be entitled to age based TPD cover, provided that you have death cover and that you continue to have contributions made to your Partner Section account at least on an annual basis i.e. contributions must be made no later than twelve months after your previous Partner Section contribution. Your Partner Section TPD cover will lapse twelve months after the last contribution is made to your account.

For details of the age-based TPD cover, refer to the "Insurance in your super" section of the Partner Section (Spouse Contribution Section) in Detail booklet.

Applying for or changing your level of death or death and TPD cover

You can apply for or to increase your death or death and TPD cover at any time. You will be required to provide satisfactory health and other evidence before the cover is granted.

The Insurer retains the right to accept or decline your application for cover. Cover will only become effective if and when the Insurer accepts your application. Your cover will be subject to any terms and conditions imposed by the Insurer. You will be notified in writing of the outcome of your application.

The *Application for or to change Personal or Partner Section insurance cover up to \$1 million form* and *Application for or to change Personal or Partner Section insurance cover over \$1 million form* are available on www.anzstaffsuper.com or by calling ANZ Staff Super on 1800 000 086. Please use the form applicable to the amount of cover you are seeking. There are conditions under the policy that may affect or restrict your application.

Cancelling or reducing your death and TPD cover or TPD cover

If you apply to decrease your death and TPD cover or TPD cover, your reduced cover will be effective from the date your application is processed.

You can cancel your cover by notifying ANZ Staff Super in writing. The cancellation of your cover will be effective from the date your cancellation is processed. If you reduce or cancel your cover, the cost of your cover will be reduced from the date the change is effective and reflected when the cost is next deducted from your account.

Cost of Partner Section death cover

The cost of your death cover is deducted from your account monthly or on leaving the Partner Section. The standard annual premiums for Partner Section death cover currently range from \$0.49 to \$8.48 per \$1,000 cover. The premium you actually pay will depend on your age and the level of cover you have. For 2024, a rebate of 45% will apply to the cost of your death cover.

For example, if you were age 40 with \$150,000 of cover, your net cost would be \$75.90 per annum (i.e. \$138.00 per annum less 45% rebate). The cost of death cover and rebate may change in the future. There are exclusions, conditions and events that may affect your death cover.

Cost of Partner Section TPD cover

The cost of your TPD cover (if any) is deducted from your account monthly or on leaving the Partner Section unless you cancel your TPD cover. The standard annual premiums for Partner Section TPD cover currently range from \$0.60 to \$6.32 per \$1,000 of cover. The premium you actually pay will depend on your age and the level of cover you have. For 2024, a rebate of 45% will apply to the standard cost of your TPD cover. For example, if you were age 40 with \$150,000 of cover, your net cost would be \$57.75 per annum (i.e. \$105.00 per annum less 45% rebate). The cost of TPD cover and rebate may change in the future.

There are exclusions, conditions and events that may affect your TPD cover.

If you have both death and TPD cover, the overall cost will be the sum of the cost of your death cover and the cost of your TPD cover.

Any insurance cover you have will be cancelled if we have not received any contributions and/or rollovers to your account for a continuous period of 16 months and you have not elected to maintain your insurance cover.

The cost of insurance cover will cease to accrue when your insurance cover is cancelled. Premiums accrued prior to your cover being cancelled will be deducted from your account at the end of the month or on earlier exit.

Please see the "Insurance in your super" section of the Partner Section (Spouse Contribution Account Section) in Detail booklet for more information and how to maintain your cover.

The section called "Insurance in your super" in the Partner Section (Spouse Contribution Section) in Detail booklet explains in more details eligibility for cover, the types and levels of cover available, relevant definitions, cessation or suspension of cover, the cost of cover, and other conditions and exclusions applying to the cover.



This information may affect your entitlement to cover. You should read this information before deciding whether this cover is appropriate for you.

You should read the important information about "Insurance in your super" before making a decision. Go to www.anzstaffsuper.com > Documents > Product Disclosure Statements > Partner Section (Spouse Contribution Account Section) in Detail.

The material relating to "Insurance in your super" may change between the time when you read this Statement and the day when you acquire the product.

9. How to open an account

Joining the Partner Section of ANZ Staff Super

As the partner of an ANZ employee who is an Employee Section or Employee Section C member or a Personal Section member, you may be eligible to open a Partner Section account with ANZ Staff Super.

To become an Partner Section member, you and your partner need to complete the *Application for membership (Partner Section)* form included with this Product Disclosure Statement or available on www.anzstaffsuper.com. On your application form, you can:

- apply to transfer monies from other super funds
- advise whether you'd like to apply for death or death and Total and Permanent Disablement cover
- elect your investment option(s)
- nominate the beneficiaries you'd like your benefit paid to in the event of your death.

By law, your partner needs to make an initial contribution to establish your account in the Partner Section. You may also roll in any superannuation benefit held in your name in another superannuation fund. The initial contribution plus any benefits rolled in need to be at least \$1,500, which is the minimum investment required to establish an account in the Partner Section.

Resolving inquiries and complaints

If you have a query about your account or any other matter related to ANZ Staff Super, call us on **1800 000 086**. If you want to put your inquiry in writing or if you have a complaint, you should write to:

Inquiries and Complaints Officer
ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001

If your complaint is not resolved to your satisfaction within 45 days, you may contact the Australian Financial Complaints Authority (AFCA). AFCA is an independent body set up by the Federal Government to help resolve certain types of complaints about super. AFCA may be able to help you resolve your inquiry or complaint about ANZ Staff Super.

Contact:
Australian Financial Complaints Authority
GPO Box 3
Melbourne VIC 3001

Telephone: 1800 931 678
Website: www.afca.org.au

Protecting members' privacy

The Trustee, ANZ Staff Superannuation (Australia) Pty Limited, seeks to take all reasonable steps to protect members' privacy and the confidentiality of members' personal information.

The Scheme Administrator, Mercer, collects (on behalf of the Trustee) personal information directly from members and their employers. Sometimes information about you may be collected from other third parties such as a previous superannuation fund, your financial adviser or publicly available sources. We collect, use and disclose personal information about you to provide and manage your account in the Scheme and give you information about your super, or as required by super and tax laws.

If you do not provide the personal information requested or it is incomplete or inaccurate, we may not be able to manage your account properly and processing of transactions to, from or in relation to your account may be delayed.

Members' personal information is kept confidential, but may be disclosed by the Trustee or Scheme Administrator to third parties, such as the Scheme's actuary, Insurer, medical consultants, underwriter, legal adviser and auditor and other external service providers who are contracted to assist with administering members' benefits. It may also be disclosed where expressly authorised or required by law, for example to government agencies such as the Australian Taxation Office and Australian Financial Complaints Authority. Members' personal information may also be disclosed to the Group Superannuation Department of ANZ for the purposes of administering members' benefits or resolving members' inquiries or complaints.

Members' personal information may be disclosed to related entities of the Scheme Administrator located overseas (in particular, its wholly owned Global Operations Shared Services function in India) as part of the day-to-day provision of administration services.

The Trustee's Privacy Policy Statement contains more detail about how we deal with your personal information and information about how you can access and seek correction of information we hold about you. It also includes information about how you can lodge a complaint about how we've dealt with your personal information and how that complaint will be handled.

If you have any queries in relation to privacy issues, please contact:

ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001

Telephone
1800 000 086

Facsimile
03 9245 5827

Email
anzstaffsuper@superfacts.com

The Trustee's Privacy Policy Statement is available on the Scheme's website www.anzstaffsuper.com or from ANZ Staff Super by calling **1800 000 086**. You can also access the Scheme Administrator's privacy policy on the Scheme's website.

*Some of the information in this Product Disclosure Statement is subject to change from time to time. If this information is not materially adverse, it may be updated by being included in a flyer or being published on our website. You can find the updated information on our website www.anzstaffsuper.com or by contacting us on **1800 000 086**. A printed copy of the updated information will be provided to you without charge on request.*



ANZ Australian Staff Superannuation Scheme

Application for membership Partner Section (Spouse Contribution Account Section)

Guidelines for completing this application

We need you to fill out Part A, B and C (if required) to let us know:

Part A (to be completed by ANZ employee-member or former ANZ employee who is a Personal Section member)

- your details
- your initial contribution and regular contribution rate

Part B (to be completed by eligible spouse)

- your details
- which investment options you'd like your money invested in
- if you'd like to apply for death cover
- who you'd prefer to receive your super if you die while you're a member of the ANZ Australian Staff Superannuation Scheme
- your Tax File Number

Part C (if required) (to be completed by eligible spouse)

To be completed if you wish to roll over benefits from a previous super fund into the Partner Section of the ANZ Australian Staff Superannuation Scheme.

To find the information you need to complete this form just look in the section of the Product Disclosure Statement (PDS) that relates to the section you're up to.

Once you've finished each part of the form, don't forget to sign and return them to:

**ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001**

If you're unsure of your decisions, we recommend that you see a licensed financial adviser.

Part A

Step 1 – Complete your personal details – current ANZ employee–member or Personal Section member who was formerly an ANZ employee

Please print in black or blue pen,
in uppercase, one character per box.



Title Mr Mrs Ms Miss Other Date of birth / /

Given names

Surname

Postal address

Suburb

State Postcode

Daytime telephone -

Mobile -

E-mail

ANZ salary number



Step 2 – Make a contribution

ANZ Staff Super can only accept spouse contributions where your eligible spouse is under age 75.

Initial Contribution

I enclose a cheque for the following amount as my initial contribution to my eligible spouse's Partner Section account.

\$

Note: Make the cheque payable to ANZ Australian Staff Superannuation Scheme (Partner Section)

Regular contributions (Current ANZ employees only)

I elect to contribute from my after-tax salary the following percentage or amount of my Superannuation Salary to my eligible spouse's Partner Section account. This amount will be contributed via a payroll deduction and will be paid in addition to (and separate from) any contribution made by me in respect of my own superannuation in ANZ Staff Super.

% of my Superannuation Salary

or

\$ per fortnight

Step 3 – Sign the form

By signing this form I:

- request that my eligible spouse, whose personal details are set out in Part B of this application form, be admitted to the ANZ Australian Staff Superannuation Scheme (the "Scheme" or "ANZ Staff Super") as a Partner Section member;
- confirm that my nominated spouse is my spouse within the meaning of relevant Government legislation (as set out in the Product Disclosure Statement);
- acknowledge that I will advise the Trustee if my nominated spouse ceases to be my spouse within the meaning of that legislation;
- acknowledge that, as an employee member of ANZ Staff Super or a Personal Section member who was formerly an ANZ employee, I am required to make the initial contribution to my eligible spouse's Partner Section account, and that a minimum of \$1,500 is required to establish the account. My eligible spouse may roll in superannuation from any other complying fund or eligible termination payment in addition to, or as part but not all of, the minimum of \$1,500. I acknowledge that any such contributions I make to ANZ Staff Super are for the benefit of my spouse and cannot be repaid to me;
- confirm that I am not entitled to a tax deduction for these spouse contributions; and
- understand and consent to my information being collected, disclosed and used in the manner set out in this form.

Signature

Date

/ /

Please return the completed form (Part A) to: ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001.



Protecting members' privacy

The Trustee, ANZ Staff Superannuation (Australia) Pty Limited, seeks to take all reasonable steps to protect members' privacy and the confidentiality of members' personal information.

The Scheme Administrator, Mercer, collects, (on behalf of the Trustee) personal information directly from members and their employers. Sometimes information about you may be collected from other third parties such as a previous superannuation fund, your financial adviser or publicly available sources. We collect, use and disclose personal information about you to provide and manage your account in the Scheme and give you information about your super, or as required by super and tax laws.

If you do not provide the personal information requested or it is incomplete or inaccurate, we may not be able to manage your account properly and processing of transactions to, from or in relation to your account may be delayed.

Members' personal information is kept confidential, but may be disclosed by the Trustee or Scheme Administrator to third parties, such as the Scheme's actuary, Insurer, medical consultants, underwriter, legal adviser and auditor and other external service providers who are contracted to assist with administering members' benefits. It may also be disclosed where expressly authorised or required by law, for example to government agencies such as the Australian Taxation Office and Australian Financial Complaints Authority (AFCA). Members' personal information may also be disclosed to the Group Superannuation Department of ANZ for the purposes of administering members' benefits or resolving members' inquiries or complaints.

Members' personal information may be disclosed to related entities of the Scheme Administrator located overseas (in particular, its wholly owned Global Operations Shared Services function in India) as part of the day-to-day provision of administration services.

The Trustee's Privacy Policy Statement contains more detail about how we deal with your personal information and information about how you can access and seek correction of information we hold about you. It also includes information about how you can lodge a complaint about how we've dealt with your personal information and how that complaint will be handled.

If you have any queries in relation to privacy issues, please contact:

ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001
Telephone: 1800 000 086
Facsimile: 03 9245 5827
Email: anzstaffsuper@superfacts.com

The Trustee's Privacy Policy Statement is available on the ANZ Staff Super website www.anzstaffsuper.com or from ANZ Staff Super by calling **1800 000 086**. You can also access the Scheme Administrator's privacy policy on the ANZ Staff Super website.





ANZ Australian Staff Superannuation Scheme

Application for membership Partner Section (Spouse Contribution Account Section)

Part B

Step 1 – Complete your personal details – proposed Partner Section member

Please print in black or blue pen,
in uppercase, one character per box.

A ✓

Title Mr Mrs Ms Miss Other

Date of birth / /

Given names

Surname

Postal address

Suburb State Postcode

Daytime telephone - Mobile -

E-mail

Step 2 – Choose your investment options

Take control of how your super is invested

You can choose one or a combination of four investment options. Please ensure the total adds to 100% otherwise the default investment option will apply until it's corrected by you. If you don't make a selection you'll automatically be invested in the Balanced Growth investment option (the default investment option) and you will be classified as a MySuper member.

I wish to have my initial investment allocated between the following investment options:

	Percentage to be invested
Aggressive Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> %
Cautious	<input type="text"/> <input type="text"/> <input type="text"/> %
Cash <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> %
TOTAL	1 0 0 %

I wish for any on-going contributions to be invested:

in the same option(s) as indicated above;
OR



Step 2 – Choose your investment options (continued)

	Percentage to be invested
Aggressive Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Cautious	<input type="text"/> <input type="text"/> <input type="text"/> %
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %
TOTAL	1 0 0 %

Note: The investment choice(s) (other than Balanced Growth) you choose using this form will become effective from the date this form is processed by ANZ Staff Super. Until this choice is processed, your super will be invested in the Balanced Growth option which is the default option.

Step 3 – Would you like to apply for insurance cover?

- I am interested in applying for death cover or death and TPD cover. Refer to the Partner Section Section (Spouse Contribution Section) in Detail booklet for details of the cover and the applicable premiums. I intend to apply for \$_____ of death or death and TPD cover.
- I do not wish to apply for death or death and TPD cover.

Please note:

- If you indicate that you'd like to apply for cover, when we receive your completed Partner Section application form, we will send you the relevant *Application for or to change Personal or Partner Section insurance cover* form (including the Insurer's Personal Statement) to complete.
Please return your completed application (including the Personal Statement) to:
ANZ Staff Super
GPO Box 4303
Melbourne Vic 3001
- Your application for cover will not be effective until the Insurer has accepted your application.
- The cost of your death and TPD cover or death only cover is deducted from your account monthly or on exit from the Personal Section by redeeming some of your units.



Step 4 – Nominate your beneficiaries (continued)

OR

I would like all (100%) of my benefit paid to my estate

- * Please provide the contact address and date of birth for each of your nominees to assist us to contact them in the event of your death.
- ** The persons you nominate must be your 'Dependant' or legal personal representative (that is, the executor or administrator of your estate).

'Dependant' is defined as:

- your spouse – whether by marriage, a de facto relationship or a registered relationship under a law of State or Territory (including same-sex partners in all cases);
- your children including step-children, adopted children and your spouse's children;
- any other person who the Trustee considers is wholly or partially dependent on you at the time of death; or
- any person you have an interdependency relationship with. Two people (whether or not related by family) have an interdependency relationship if:
 1. they have a close personal relationship; and
 2. they live together; and
 3. one or each of them provides the other with financial support; and
 4. one or each of them provides the other with domestic support and personal care.

An interdependency relationship will also exist between two people if they have a close personal relationship but do not meet the other criteria as listed above (2, 3 & 4) because either or both of them suffer from a physical, intellectual or psychiatric disability.

Any amounts paid to your legal personal representative would be distributed according to your Will, or if you don't have a Will, according to the laws of the State in which you resided at the date of your death.

By signing below I declare that I have read this section and understand that:

- the nominations I have made on this form are not binding on the Trustee and the Trustee is not obliged to pay a death benefit to the dependant(s) I nominate
- the Trustee cannot consider a nomination unless it is in favour of my spouse, my children, a person who is financially dependent on me and/or a person who is my dependant under superannuation law
- if a nominated beneficiary does not survive me, his/her share of the benefit may be paid, at the discretion of the Trustee, to my estate or to my other dependants
- I consent to my information being collected, disclosed and used in the manner set out in this form.

Signature

Date

/ /



Step 5 – Provide your Tax File Number

Don't pay more tax than you have to – let us know your Tax File Number.

Your Tax File Number is confidential and you don't have to give it to the Trustee of the ANZ Australian Staff Superannuation Scheme. It is not an offence to not provide your Tax File Number. However, you may pay more tax than you have to if you don't supply it.

My Tax File Number is: - -

Special note: The Trustee is required by law to ask for your Tax File Number. By providing your Tax File Number, you're allowing the Trustee to use it to:

- find or identify your super when there's no other way
- work out any tax payable
- pass your Tax File Number to the Australian Taxation Office when you receive your super payout or have unclaimed super money after reaching pension age or if otherwise required
- pass your Tax File Number to any other super fund or account to which your super is transferred in the future, unless you tell the Trustee in writing not to do so
- report details of contributions to the Australian Taxation Office for working out whether any tax is applicable if contributions for you exceed certain limits, and
- where required by law, pass your Tax File Number to other Government agencies.

If you don't provide your Tax File Number, now or later:

- you may pay more tax on contributions made by your employer and certain other contributions made by or for you. In some circumstances, you may be able to claim this additional tax back, but time limits and other rules may apply
- the Trustee will only be able to accept contributions made for you by your employer. No other contributions, for example, after-tax contributions, can be accepted
- you may pay more tax on your super benefit that you would otherwise (although you can claim this additional tax back when you lodge your tax return), and
- it may be more difficult to find your super in the future if you change your address without notifying the Trustee or if you rollover any other super accounts you may have.

The legal purposes for which the Trustee can use your Tax File Number and the consequences for not quoting your Tax File Number may change in the future.

Date of birth / /

Your name

Step 6 – Sign the form

By signing this form I:

- acknowledge that I have received all information I require in order to exercise the choices I have made
- apply to be a member of the Partner Section of the ANZ Australian Staff Superannuation Scheme
- agree that I will be bound by the provisions of the Trust Deed and Rules which govern the operation of the ANZ Australian Staff Superannuation Scheme
- undertake to advise the Trustee if I cease to be the eligible spouse of the employee member whose personal details are set out in Part A of this application form
- acknowledge that if I've provided my email address details in this application form, the Trustee may, at its discretion, use that email address to send information, including any annual reports, member and exit statements and notices of any material changes or the occurrence of significant events, by electronic means
- acknowledge that I have read and understood the attached Product Disclosure Statement and agree to be bound by it
- consent to my information being collected, disclosed and used in the manner set out in this form.

Signature

Date

 / /

Please return your completed form (Part B) to: ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001.



Protecting members' privacy

The Trustee, ANZ Staff Superannuation (Australia) Pty Limited, seeks to take all reasonable steps to protect members' privacy and the confidentiality of members' personal information.

The Scheme Administrator, Mercer, collects, (on behalf of the Trustee) personal information directly from members and their employers. Sometimes information about you may be collected from other third parties such as a previous superannuation fund, your financial adviser or publicly available sources. We collect, use and disclose personal information about you to provide and manage your account in the Scheme and give you information about your super, or as required by super and tax laws.

If you do not provide the personal information requested or it is incomplete or inaccurate, we may not be able to manage your account properly and processing of transactions to, from or in relation to your account may be delayed.

Members' personal information is kept confidential, but may be disclosed by the Trustee or Scheme Administrator to third parties, such as the Scheme's actuary, Insurer, medical consultants, underwriter, legal adviser and auditor and other external service providers who are contracted to assist with administering members' benefits. It may also be disclosed where expressly authorised or required by law, for example to government agencies such as the Australian Taxation Office and Australian Financial Complaints Authority (AFCA). Members' personal information may also be disclosed to the Group Superannuation Department of ANZ for the purposes of administering members' benefits or resolving members' inquiries or complaints.

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If you have any queries in relation to privacy issues, please contact:

ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001
Telephone: 1800 000 086
Facsimile: 03 9245 5827
Email: anzstaffsuper@superfacts.com

The Trustee's Privacy Policy Statement is available on the ANZ Staff Super website www.anzstaffsuper.com or from ANZ Staff Super by calling **1800 000 086**. You can also access the Scheme Administrator's privacy policy on the ANZ Staff Super website.



Notes for previous superannuation provider

Name of Fund: ANZ Australian Staff Superannuation Scheme (Partner Section) **ABN:** 83 810 127 567

RSE Licence: L0000543 **Registration No:** R1000863 **Unique Superannuation Identifier (USI):** 83810127567801

Fund Contact Number: 1800 000 086

When transferring money in to ANZ Australian Staff Superannuation Scheme please note:

- the ANZ Australian Staff Superannuation Scheme is a regulated super fund under the Superannuation Industry (Supervision) Act 1993. Accordingly the ANZ Australian Staff Superannuation Scheme can accept the rollover of both preserved and non-preserved benefits in accordance with the Superannuation Industry (Supervision) Act
- cheques should be made payable to ANZ Australian Staff Superannuation Scheme – **Account of [member's name]**
- please forward:
 - this authority
 - the cheque
 - a Rollover Benefits Statement
 - other associated documentation to:

ANZ Staff Super
GPO Box 4303
Melbourne VIC 3001.



Completing proof of identity

Primary photographic identification

You will need to provide a copy of **one** of the following primary identification documents:

- Current Australian driver's licence (including the back of the driver's licence if your address has changed)
- Australian passport
- Current foreign passport¹, or similar document issued for the purpose of international travel¹
- Current card issued under a State or Territory for the purpose of proving a person's age
- Current national identity card issued by a foreign government for the purpose of identification¹

Identification documents must not be expired (excepting an Australian passport which may be expired within 2 years).

Alternative identification

If you are unable to provide any primary photographic identification, you will need to provide **two** identification documents, one from each of the following lists:

- Birth certificate or birth extract¹
- Citizenship certificate issued by the Commonwealth
- Pension card issued by the Department of Human Services (Centrelink) that entitles the person to financial benefits
- Medicare card
- Foreign drivers' licence¹

AND

- Letter from the Department of Human Services (Centrelink) or other Government body in the last 12 months regarding a Government assistance payment
- Tax Office Notice of Assessment issued in the last 12 months with name and residential address

Name change

If you have changed your name, you must provide a certified copy of the relevant name change document¹, for example, a Marriage Certificate issued by the Registry of Births Deaths & Marriages, Decree Nisi or Deed Poll (in addition to the above identification).

If your legal name or date of birth does not match exactly to our records (excluding aforementioned name changes), please contact us for further instructions.

Signing on behalf of another person

If you are signing on behalf of the applicant you will need to provide the following:

- A **certified** copy of the Guardianship papers or Power of Attorney; and
- A **certified** copy of the appropriate proof of identity for the holder of the Guardianship or Power of Attorney.

Note: Certified ID is also required for the member

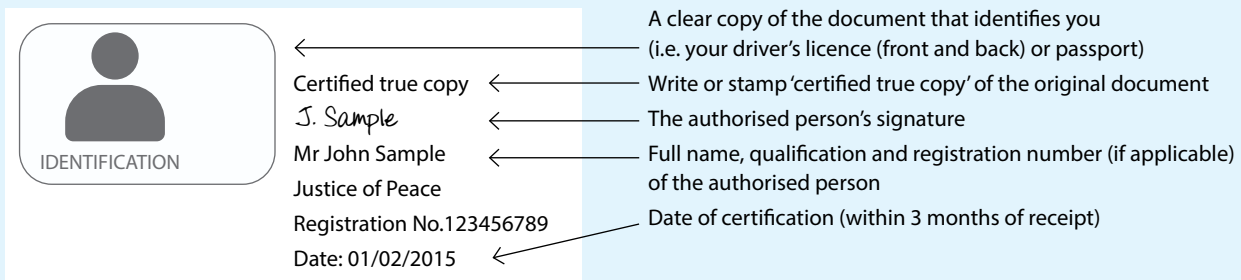
¹Translation

If your identification is written in a language other than English, the identification must be accompanied by an English translation prepared by a translator accredited by the National Accreditation Authority for Translators and Interpreters Ltd. (NAATI) at the level of Professional Translator or higher (or an equivalent accreditation), to translate from a language other than English into English.

How to certify documents

After sighting the original and the copy and making sure both documents are identical, the certifier must include on EACH page:

- Written or stamped 'certified true copy'
- Signature and printed full name
- Qualification (such as Justice of the Peace, Australia Post employee, etc)
- Date (the date of certification must be within the 3 months prior to our receipt)



The diagram illustrates the components of a certified true copy. On the left, a rounded rectangle contains a silhouette of a person and the word "IDENTIFICATION". To the right of this box, the following text is listed: "Certified true copy", "J. Sample", "Mr John Sample", "Justice of Peace", "Registration No.123456789", and "Date: 01/02/2015". Arrows point from each of these items to a list of requirements on the right: "A clear copy of the document that identifies you (i.e. your driver's licence (front and back) or passport)", "Write or stamp 'certified true copy' of the original document", "The authorised person's signature", "Full name, qualification and registration number (if applicable) of the authorised person", and "Date of certification (within 3 months of receipt)".

Verification

A verification of the certifying party may be performed. If a discrepancy arises, you may be requested to re-certify documentation.

Important Note

The information in this document is a guide only and we may request additional documentation prior to any payment.

continued over

Proof of identity

How to certify documents

- 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
- Agent of the **Australian Postal Commission** who is in charge of an office supplying postal services to the public
- **Australian Consular Officer or Australian Diplomatic Officer** (within the meaning of the Consular Fees Act 1955)
- **Bank officer, building society officer or credit union officer** (with two or more continuous years of service)
- Registrar or Deputy Registrar of a Court, Judge, Magistrate, Master of a Court, Chief Executive Officer of a Commonwealth Court
- **Finance Company Officer** (with two or more continuous years of service with one or more finance companies for the purposes of the *Statutory Declarations Regulations 2018*)
- **Financial adviser or financial planner**
- **Justice of the Peace**
- **Holder of a statutory office not specified in another item**
- **Legal practitioner** (i.e. a person who is enrolled on the roll of the Supreme Court of a State or Territory or the High Court of Australia as a legal practitioner [however described])
- **Member of the Institute of Chartered Accountants in Australia and New Zealand, the Australian Society of Certified Practising Accountants or Member of the Institute of Public Accountants**
- **Notary Public**
- **Officer with, or Authorised Representative of an Australian Financial Services Licensee** (who has had at least two years of continuous service with one or more licensees)
- **Pharmacist**
- **Police Officer**

Who can certify documents outside of Australia

- **Australian Consular Officer or Australian Diplomatic Officer** (within the meaning of the *Consular Fees Act 1955*)
- **an authorised employee of the Australian Trade Commission** who is in a country or place outside Australia
- **a Notary Public**
- **an officer with 2 or more continuous years' service with one or more Australian financial institutions** (for the purposes of the *Statutory Declarations Regulations 2018*) **or overseas financial institutions with which ANZ has an existing correspondent banking relationship**
- **a person in a foreign country who is authorised by law in that jurisdiction to administer oaths or affirmations or to authenticate documents**



