



## Step 3 – Attach documentation if your personal details have changed

**Name and date of birth changes** - See the “Completing Proof of Identity Fact Sheet” on our website.  
[www.anzstaffsuper.com](http://www.anzstaffsuper.com)

**Address changes** - attach a copy of a recent bill , mail item or driver’s licence that displays your new residential or postal address.

**If the required supporting documentation is not provided, the payment of your benefit will be delayed.**

## Step 4 – Provide details of your KiwiSaver scheme

KiwiSaver Scheme name

  

KiwiSaver registration number

KiwiSaver Scheme address

Suburb

City

Postcode

Your KiwiSaver account number

Your IRD number

## Step 5 – KiwiSaver bank account details and letter of compliance

Please provide the following bank account details of your KiwiSaver scheme:

Bank SWIFT Number

Bank name

Bank address

Suburb

City

Postcode

Beneficiary name

Beneficiary address

Suburb

City

Postcode

## Step 5 – KiwiSaver bank account details and letter of compliance (continued)

Beneficiary account number

Bank

Branch

Account number

Suffix

The above KiwiSaver Scheme can accept the transfer. I understand that if this is not correct, the KiwiSaver Scheme will not be able to process my super and my benefit will be refunded to my super fund.

Unless advised otherwise, we will make payment electronically in New Zealand dollars. The exchange rate will be calculated at the date of transfer. You must attach the original of a letter of compliance from your Kiwisaver Scheme that confirms the above information.

## Step 6 – Trans-Tasman documentary evidence and checklist

Please use the following checklist to assist you in providing the correct documents. Please note that if we do not receive the correct documents your request will be delayed.

- Letter of compliance from your KiwiSaver Scheme confirming they will accept the transfer.
- Bank account details as follows:
  - Bank SWIFT code
  - Bank name and address
  - Beneficiary name
  - Beneficiary address
  - Beneficiary account number
- Certified proof of identity documents.
- Evidence of your permanent residence at a New Zealand address, for example:
  - a copy of an electricity, gas, water bill or landline bill issued in the last three months: or
  - a copy of a tenancy/leasing agreement for a New Zealand property

If you have used a New Zealand statutory declaration:

- The statutory declaration has been witnessed by a person who is authorised to take statutory declarations in New Zealand under the New Zealand Oaths and Declarations Act 1957.

If you have used an Australian statutory declaration:

- The statutory declaration has been witnessed by a person who is able to witness statutory declarations under the Australian Statutory Declarations Act 1959.

## Step 7 – Sign the form

By signing this form:

- I understand the information contained in this form will be relied upon and used by the Trustee to process my Trans Tasman Portability request. It may be disclosed to the administrator, government agencies, my employer and other parties as required, including the Trustee of my nominated KiwiSaver Scheme.
- I understand and consent to my information being collected, disclosed and used in the manner set out in this form. If I do not provide the information, my payment request may not be processed.
- I request and consent to the payment of the whole of my withdrawal benefit to my nominated KiwiSaver Scheme.
- I understand there may be a delay in payment if my details have changed or if I do not provide the correct documents.
- I can access my personal information by contacting the Scheme's Privacy Officer.

Signature

Date

Send your completed form with your documentary evidence to:

**ANZ Staff Super**  
**GPO Box 2139**  
**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 administrator, Australian Administration Services Pty Limited, 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 and give you information about your super, or as required by super and tax laws. We may also use it to undertake market research, member surveys and data analysis to seek to improve our products and service.

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 administrator to third parties, such as ANZ Staff Super's actuary, insurer, medical consultants, underwriter, legal adviser and auditor and other external service providers who are contracted to assist with administering members' benefits or to undertake product and service research and analysis. 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' enquiries or complaints.

Members' personal information may be disclosed to related entities of the administrator located overseas as part of the day-to-day provision of administration or ancillary 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:

Mail: ANZ Staff Super  
GPO Box 2139  
Melbourne VIC 3001  
Phone: 1800 000 086  
Fax: (02) 9287 0320  
Email: enquiry@anzstaffsuper.com

The Trustee's Privacy Policy Statement is available on ANZ Staff Super's website [anzstaffsuper.com](http://anzstaffsuper.com) or by calling us on **1800 000 086**. You can also access the administrator's privacy policy on our website.

# NZ Statutory Declaration

**Note: You only need to complete and return one statutory declaration.**

This statutory declaration must be signed in New Zealand by an authorised person.

I Full name of person making the declaration

Of address

Occupation

Request the transfer of my total withdrawal benefit from ANZ Australian Staff Superannuation Scheme to my nominated KiwiSaver Scheme.

I solemnly and sincerely declare that:

1. I permanently emigrated from Australia to New Zealand on  /  /  ; and;
2. all the information I have provided in this form regarding my application is true and correct and I make this solemn declaration conscientiously believing the same to be true and by virtue of the New Zealand Oaths and Declarations Act 1957.

Signature of member

Declared at

this

day of

Location

Day

Month

Year

Before me (please print)

Name

Please specify office held

Signature

\* Please refer to the following website for further information on who can witness a statutory declaration under the NZ Oaths and Declarations Act 1957 - [www.legislation.govt.nz/act/public/1957/0088/latest/whole.html](http://www.legislation.govt.nz/act/public/1957/0088/latest/whole.html)

