

Benefit payment request

Rollover Bonds (STA)

Important information

This form may be posted to: **Resolution Life, GPO Box 3306, Sydney NSW 2001**

Contact phone number: **133 731** between 9 am and 5 pm (AEST/AEDT), Monday to Friday, excluding public holidays.

You can also email a scanned copy to **au.service@resolutionlife.com.au**.

Please note:

- To help us process your request quickly, please ensure all sections are completed and all necessary documentation is attached to this form.

Things you should consider before withdrawing your benefit

Before deciding to withdraw your benefit, we recommend you carefully consider your current benefits and the effect that any rollover or cashing of your benefit may have on your circumstances. Depending on your circumstances, cashing in your benefit may have tax implications. Before making a decision to withdraw your benefits, we recommend you speak to a financial adviser. You should seek advice from your taxation adviser in relation to taxation matters. If you would like more information about your benefit, simply call us on the **number shown above**.

Section 1 – Personal details (all fields must be completed)

Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other Policy number

Given name(s) Surname

Residential address

State Postcode Country

Postal address

State Postcode Country

Mobile number Alternate phone number Date of birth (dd/mm/yyyy)

Email address

Type of benefit ☐ Retirement ☐ Death* ☐ Disablement* ☐ Other

*For Death and Disablement claims, the receipt of this form initiates the claim. Further requirements will be requested by Resolution Life.

If you are under your preservation age and applying for the release of unrestricted non-preserved benefits, proceed to section 4. Otherwise go to section 2.

If you are completing a rollover request to another superannuation fund (other than to commence a pension), proceed to section 5. Otherwise go to section 2.

Section 2 – Residency details instruction

From 1 April 2009, if you have at any stage been a temporary resident, you may only withdraw your benefits under limited conditions of release. Please contact us on the contact number **shown at the beginning of this form** between 9 am and 5 pm (AEST/AEDT), Monday to Friday for information regarding conditions of release for temporary residents.

If you are requesting a benefit in cash or a rollover to commence a pension, you must complete the following statements:

a) I am or was an Australian or New Zealand Citizen, a permanent resident of Australia or a holder of a retirement visa sub-class 405 (Investor Retirement) or 410 (Retirement)

☐ Yes ► continue to **section 3a** ☐ No ► continue to **section 3b**

b) I am or was a Temporary resident Visa Holder of Australia

☐ Yes ► continue to **section 3b** ☐ No ► continue to **section 3a**

Section 3a – Conditions of release (please tick (✓) appropriate box)

- ☐ Age 65 and over I am 65 years of age or more.
Please attach a certified copy (refer to **section 10**) of your driver licence (copy of both front and back required) or passport and complete **section 6 – Payment direction details**.
- ☐ Age 60 to 64 I am aged between 60 to 64 years and confirm that the arrangement under which I was gainfully employed* came to an end on
Please attach a certified copy (refer to **section 10**) of your driver licence (copy of both front and back required) or passport and complete **section 6 – Payment direction details** and Statutory Declaration in **section 9**.
- ☐ Preservation age to 59 I am between my preservation age^ and 59 years and confirm that the arrangement under which I was gainfully employed* came to an end on and I have no intention of being gainfully employed* in the future.
Please attach a certified copy (refer to **section 10**) of your driver licence (copy of both front and back required) or passport and complete **section 6 – Payment direction details** and Statutory Declaration in **Section 9**.
- ☐ Permanent incapacity Please enclose two medical certificates from two different medical practitioners and complete **section 6 – Payment direction details**. Please refer to the letter we sent you with this form for further information.
- ☐ Severe financial hardship Please enclose a Commonwealth Income Support letter confirming your support payments and complete **section 6 – Payment direction details**. You must send this letter to us within 21 days of it being issued to you. We may then ask you to provide a Statutory Declaration.
- ☐ Other (please specify) Contact your adviser or simply call one of our customer service representatives on the contact number **shown at the beginning of this form** between 9 am and 5 pm (AEST/AEDT), Monday to Friday for our requirements.

* For the purpose of this form, the term 'gainfully employed' means employed or self-employed for gain or reward in any business, trade, profession, vocation, calling, occupation or employment.

^ For more information on your 'preservation age', please refer to www.ato.gov.au.

Section 3b – Conditions of release for non-residents (please tick (✓) box)

- ☐ I wish to receive my total benefit less tax as a Departing Australia Superannuation Payment (DASP)

Please note:

If you satisfied a condition of release under **section 3a** prior to 1 April 2009, or you are considering withdrawing your benefit due to permanent incapacity, terminal illness, or are claiming a benefit on behalf of a deceased member or acting under a Power of Attorney on behalf of a member, please contact us on the contact number **shown at the beginning of this form** between 9 am and 5 pm (AEST/AEDT), Monday to Friday, excluding public holidays to obtain the relevant forms.

Section 4 – Tax File Number (TFN) requirements

Please complete this section if you have **not** previously quoted your TFN to the Trustee.

Under the **Superannuation Industry (Supervision) Act 1993**, your superannuation fund is authorised to collect, use and disclose your TFN. We may disclose your TFN to another superannuation provider when your benefits are being transferred, unless you request in writing that we are not authorised to do so. It is not an offence to choose not to quote your TFN.

However, giving your TFN to your superannuation fund will have the following advantages (which may not otherwise apply):

- your superannuation fund will be able to accept all the types of contributions that are able to be made to your account(s)
- other than the tax that may ordinarily apply, you will not pay more tax than you need to. This affects both contributions to your superannuation and benefit payments when you start drawing down your superannuation benefits and
- it will make it much easier to trace different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

If you have not previously provided us with your TFN and wish to do so now, please tick the box below and quote your TFN:

- ☐ Yes ► I agree to provide my TFN which is:

If you are rolling over, please tick the box below if you do not want us to pass on your TFN to your nominated superannuation fund or retirement savings account provider.

- ☐ No, I do not want to pass on my TFN

Section 5 – Payment instructions (please tick (✓) the appropriate box)

- ☐ Please pay me my total benefit
- ☐ Please pay me \$ and retain the balance in the Fund ☐ Gross or ☐ Net cash benefit*
- ☐ Please pay me \$ and rollover the balance as detailed below ☐ Gross or ☐ Net cash benefit*

Please note:

- *Failure to indicate will default to a gross of tax cash amount being deducted
- Minimum balance to remain in any fund is \$1,000

Please indicate the amount dollar (\$) OR percentage (%) of monies to be withdrawn from each fund (minimum withdrawal \$1,000)

Investment option	Dollar (\$)	Percentage (%)
Conservative 2		
Growth 2		

- ☐ Please rollover my total benefit as detailed below

Rollover details

Full name of new fund

New fund ABN*

New fund account/policy number*

New fund Unique Superannuation Identifier (USI)*

Please note:

- Failure to provide any of the requested information may result in delays in processing your benefit payment.
- * Contact your rollover fund for these details, if required.
- You need to provide us with a letter of compliance from your rollover fund or retirement savings account provider.

Section 6 – Payment direction details (please complete all details of your nominated Australian bank, building society or credit union account.)

SMSF Alias/Electronic Service Address (required for SMSF transfers only)*

Account name

BSB number

Account number

*For more information regarding this you can refer to the ATO website

<https://www.ato.gov.au/Super/SuperStream/Self-managed-super-funds/>

Please note:

benefit payments will only be made directly to you, or if you are rolling over to a SMSF, to the SMSF bank account. Payment cannot be made to a third party.

Section 7 – For overseas residents only

Please complete this section if you reside in a country other than Australia.

Your occupation/business activity:

Section 8 – Declaration and acknowledgment

Please note:

- Ensure that you provide a certified copy of your driver licence (copy of both front and back required) or passport if requested to do so in **section 3a**.
- Refer to **section 10** for details on how the document needs to be certified.

By signing this request form I declare as follows:

- I declare that the answers given on this form are true and correct.
- I wish to apply for the withdrawal of my benefit as stated in **section 3**.
- I understand that any payment will be after the deduction of any taxes (including applicable levies and charges) paid or payable by me in respect of the withdrawn benefits.
- I understand that once my withdrawal is finalised it will not be reversed.
- I understand that, unless this is a partial withdrawal, the payment of this benefit will be in full and final settlement of all my rights and interests in the policy.
- I acknowledge that I have read and understood the TFN requirements as stated in **section 4**.
- I confirm that the policy has not been assigned to any other party and that I have the right to claim entitlement to this benefit.
- I confirm that my TFN can be used and validated via the Australian Taxation Office's (ATO) Super TIC Validation Service.
- I am aware I may ask the Trustee of my new fund for information about fees or charges that may apply, or any other information about the effect this payment/rollover may have on my benefits, and I have obtained or do not require any further information.

Policy owner signature

Date (dd/mm/yyyy)

Section 9 – Statutory declaration

Commonwealth of Australia STATUTORY DECLARATION Statutory Declarations Act 1959

This Statutory Declaration needs to be completed if you are seeking to withdraw preserved amounts and you are aged 55 to 64.

Given name(s)

Surname

Address

<input type="text"/>			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
State	Postcode	Country	

Occupation

I, the above named, make the following declarations under the Statutory Declarations Act 1959:

- the answers I provide in this Benefit payment request are true and correct in every particular and
- any information supplied to Resolution Life in relation to my request for a benefit payment is true and correct in every particular.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.

Signature of person making declaration

Declared at

on the

 day of , 20

Before me (see page 5 for the list of people who this Statutory Declaration can be made before)

Name of person before whom the declaration was made

Qualification

Address

<input type="text"/>			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
State	Postcode	Country	

Occupation

Section 9 – Statutory declaration (continued)

Date (dd/mm/yyyy)

 ☐

Note 1 – A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of four years – see section 11 of the Statutory Declarations Act 1959.

Note 2 – Chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 – see section 5A of the Statutory Declarations Act 1959.

Note 2 – Chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 – see section 5A of the Statutory Declarations Act 1959.

Section 10 – A statutory declaration under the Statutory Declaration Act 1959 may be made before:

What the certifier needs to do to certify your photocopied ID

The certifier can certify the photocopy of your ID by placing a stamp or writing **'This is a true and correct copy of the original'** followed by their signature, printed name, qualification and the date. For example:

Persons who can certify documents

A person who is currently licensed or registered under a law to practise in Australia in one of the following occupations:

- Architect
- Chiropractor
- Dentist
- Financial adviser or financial planner
- Legal practitioner
- Medical practitioner
- Midwife
- Migration agent registered under Division 3 of Part 3 of the Migration Act 1958, or similar legislation in a foreign country
- Nurse
- Occupational therapist
- Optometrist
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Trade marks attorney
- Veterinary surgeon

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);

An officer with, or authorised representative of, a holder of an Australian financial services licence, having two or more years of continuous service with one or more licensees;

An officer with, or a credit representative of, a holder of an Australian credit licence, having two or more years of continuous service with one or more licensees; or a person who is in the following list:

- Accountant who is:
 - (a) a fellow of the National Tax Accountants' Association; or
 - (b) a member of any of the following:
 - (i) Chartered Accountants Australia and New Zealand;
 - (ii) the Association of Taxation and Management Accountants;
 - (iii) CPA Australia;
 - (iv) the Institute of Public Accountants



*This is a true and correct
copy of the original.*

JOHN CLARKE - Justice of the Peace - 01.08.19

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- APS employee engaged on an ongoing basis with two or more years of continuous service who is not specified in another item in this list
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the **Consular Fees Act 1955**).
- Bailiff
- Bank officer with two or more continuous years of service
- Building society officer with two or more years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with two or more years of continuous service
- Employee of a Commonwealth authority engaged on a permanent basis with two or more years of continuous service who is not specified in another item in this list
- Employee of the Australian Trade and Investments Commission who is:
 - (a) in a country or place outside Australia and
 - (b) authorised under paragraph 3(c) of the **Consular Fees Act 1955**; and
 - (c) exercising the employee's function in that place

Section 10 – A statutory declaration under the Statutory Declaration Act 1959 may be made before: (continued)

- Employee of the Commonwealth who is:
 - (a) at a place outside Australia; and
 - (b) authorised under paragraph 3 (d) of the **Consular Fees Act 1955**; and
 - (c) exercising the employee's function in that place
- Engineer who is:
 - (a) a member of Engineers Australia, other than at the grade of student; or
 - (b) a Registered Professional Engineer of Professionals Australia; or
 - (c) registered as an engineer under a law of the Commonwealth, a State or Territory; or
 - (d) registered on the National Engineering Register by Engineers Australia
- Finance company officer with two or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge
- Justice of the Peace
- Magistrate
- Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the **Marriage Act 1961**
- Master of a court
- Member of the Australian Defence Force who is:
 - (a) an officer; or
 - (b) a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with five or more years of continuous service; or
 - (c) a warrant officer within the meaning of that Act
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Governance Institute of Australia Ltd
- Member of:
 - (a) the Parliament of the Commonwealth or
 - (b) the Parliament of a State or
 - (c) a Territory legislature or
 - (d) a local government authority
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the **Marriage Act 1961**
- Notary public, including a notary public (however described) exercising functions at a place outside:
 - (a) the Commonwealth; and
 - (b) the external Territories of the Commonwealth
- Permanent employee of the Australian Postal Corporation with five or more years of continuous service who is employed in an office providing postal services to the public
- Permanent employee of:
 - (a) a State or Territory or a State or Territory authority; or
 - (b) a local government authority; with two or more years of continuous service other than such an employee who is specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive employee of a Commonwealth authority
- Senior Executive employee of a State or Territory
- SES employee of the Commonwealth
- Sheriff
- Sheriff's officer
- Teacher employed on a permanent full-time or part-time basis at a school or tertiary education institution.

What you need to know

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