

## Change my details

### How to complete this form

#### Compulsory details

Please complete your member number, full name, address and date of birth details. If you don't know your member number, please complete your full name and date of birth to help us find your account.

#### Change of name, gender or date of birth

Complete sections 1, 2 and 4.

#### What do I use to prove my change of name or date of birth?

If you have changed your name or are updating your date of birth, you'll need to provide certified proof.

Certified copies of the following documents may be used to prove:

- **Change of name:** Marriage certificate, deed poll, decree nisi, or change of name certificate from the Births, Deaths and Marriages Registration Office.
- **Change of gender (and name):** newly issued birth certificate that shows your updated name and gender along with your previous name and gender; or a letter of verification from your relevant state or territory Births, Deaths and Marriages Registration office that states your previous name and gender and your updated name and gender.
- **Date of birth:** Driver licence, passport, birth certificate, or government-issued proof of age card.

#### Change of address or email

Complete sections 1, 2 and 4. You **don't** need to provide any supporting documents.

#### Nomination of preferred beneficiary

Complete sections 1, 3 and 4.

#### Further information about nominating your preferred beneficiaries

To make sure that your nomination of preferred beneficiaries is valid, please read the following information.

#### Who can I nominate?

Under the AustralianSuper Trust Deed, benefits payable in the event of your death may only be paid out to your dependants, or to your legal personal representative. It is important that you take account of who may qualify as a dependant in your nomination.

The definition of 'dependant' under AustralianSuper Trust Deed includes:

- your spouse (including de facto);
- your children of any age (including step<sup>1</sup>, adopted or ex-nuptial);
- any other person who is or was wholly or partially financially dependent<sup>2</sup> on you; or
- your interdependants (those with whom you have a close personal relationship; you live with; and you provide them or they provide you with financial support, and domestic and personal care. You also have an interdependent relationship if you have a close personal relationship but are unable to meet the other requirements because one or both of you suffer from a physical, intellectual or psychiatric disability).

#### Who decides?

Under the Trust Deed, the Trustee alone is generally responsible for deciding to whom, and in what proportion, your death benefit should be paid. In making this decision however, the Trustee will take into account your nomination of preferred beneficiary(ies).

For your nomination to be effective, it is important that you keep it up to date, particularly if your family or marital circumstances change. If you have no eligible dependants to whom the benefit can be paid, the Trustee may pay the benefit to your legal personal representative for inclusion in your estate.

#### Can I make a binding nomination?

Yes, you can make a binding beneficiary nomination by completing and returning the *Binding death nomination* form available at [australiansuper.com/forms](https://australiansuper.com/forms)

Choice Income members can make a binding nomination or reversionary beneficiary nomination by visiting [australiansuper.com/forms](https://australiansuper.com/forms), selecting Forms in the Retirement tab and completing the relevant form.

#### Declaration

You must sign and date **Section 4** before returning this form.

### How to certify your documents

#### 1 Go to your local police station

Take both the ORIGINAL and a photocopy of your CURRENT document(s) to your local police station. If you are using your driver licence or government-issued proof of age card, you'll need to photocopy BOTH sides.

If you're withdrawing more than \$10,000 you'll need additional ID:

- Above \$10,000 and up to \$50,000: a CURRENT bill (power, telephone) or bank statement.
- Above \$50,000 and up to \$75,000: two CURRENT bills (power, telephone) or bank statements.
- Above \$75,000: three CURRENT bills (power, telephone) or bank statements.

All ID must have the same name and mailing address that we have for your super account.

#### 2 Ask them to certify your identification (ID)

To certify your ID, the authorised person needs to compare the photocopy to the ORIGINAL and include the following details on the copy:

- stamp or write 'This is a true and correct copy of the original'
- their qualification (such as police officer)
- their name
- their address and phone number, and
- their signature and the date it was signed.

Every page of the documents we receive from you must have been certified and dated within the last 6 months. Undated documents will be rejected.



If you can't get to a police station, a number of other people can certify your ID for you. Go to [australiansuper.com/IDHelp](https://australiansuper.com/IDHelp) for more information.

<sup>1</sup> If your nomination(s) include stepchildren, the nomination will end if/when the relationship between you and the natural parent ends. For example, upon death or divorce. They may be able to qualify as having an interdependent relationship at the time of your death.

<sup>2</sup> As defined by Superannuation law.





This page has been left blank intentionally.