

Close your account and make a full withdrawal (balance less than \$200)

This is a digital form – download and save it to your device before completing. Remember to e-sign the form before uploading back to us at australiansuper.com/upload-document



IMPORTANT: Select Withdrawal Superannuation Payment from the drop down menu when uploading your form.

Check that you're eligible

You can use this form to request a full withdrawal from your super if you have \$200 or less in your super account and:

- you are aged 65 or over
- you are aged 60 or over and permanently retired
- you are aged 60 to 64 and have stopped working for an employer since turning 60
- you are aged under 60 and have terminated your employment with an employer who contributed to your AustralianSuper account.

All cash payments may be subject to tax if made before you've turned age 60.

You need a different form to apply for a payment from your super in other situations

There are other situations that may allow you to apply for a payment from your super. These include:

- transferring your account to another super fund or partial withdrawal
- severe financial hardship – request a payment via your online account at australiansuper.com
- compassionate grounds
- permanently leaving Australia after being a temporary resident
- terminal illness or permanent incapacity
- the First Home Super Saver Scheme
- transferring your super to KiwiSaver.

Each of these situations has a different form that you need to complete.

Go to australiansuper.com/AccessSuper for more information.

Proving your identity

Before we process your payment, we need to verify your identity to make sure that the withdrawal amount goes to the correct person and their super or bank account.

You can provide proof of your identity by providing a certified copy of your government-issued proof of age card, driver licence or passport or by using electronic verification. See section 3 of this form for details.

If you choose to attach paper copies of certified documentation to provide proof of your identity:

- read *How to certify your documents* below to see the documents you'll need to prove your identity.
- send your signed form and certified ID to us.

Once we receive your correctly completed application form and certified documents, it will usually take around 3 business days for your withdrawal amount to be transferred to your bank account.

How to certify your documents

Read this section if you choose to attach paper copies of certified documentation to provide proof of your identity. Alternatively, you can use electronic verification. See section 3 of the form for details.

1 Get your ID documents and photocopies ready for certification

Take both the ORIGINAL and a photocopy of your CURRENT driver licence, passport or government-issued proof of age card to someone who is authorised to certify ID (e.g. a pharmacist, a medical practitioner, a lawyer, a post office employee, a financial adviser or planner, or a police officer). If you are using your driver licence or government-issued proof of age card, you'll need to photocopy BOTH sides.

2 Ask them to certify your 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 'I certify that this document is a true copy of the original sighted by me on this day [date], [month], [year]'
- their qualification (such as pharmacist)
- their name
- their registration number (if applicable), 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.

For a list of who can certify your ID for you, go to australiansuper.com/IDHelp for more information.

Close your account and make a full withdrawal (balance less than \$200)

1 Provide your personal details

[illegible]

AustralianSuper is permitted to collect your Tax File Number (TFN) under the *Superannuation Industry (Supervision) Act 1993*. It's optional to provide your Tax File Number (TFN) but there are several advantages if you do, such as not paying more tax than you need to. For more information about providing your TFN, go to australiansuper.com/RefTFN.



Street address																																	
Suburb																									State					Postcode			
Previous street address (if applicable)																																	
Suburb																									State					Postcode			
Telephone (business hours)										Telephone (after hours)										Mobile													
Email																																	
Name of the last employer contributing into AustralianSuper for you																																	

2 Confirm you're eligible for a payment

☐ I have \$200 or less in my account meet the eligibility criteria detailed on page 1.

3 Provide proof of your identity

☐ **Option 1 – I want to use electronic verification, and I've provided my identification details for TWO of the following documents listed below.**

☐ I also authorise AustralianSuper to disclose my name, residential address and date of birth to the credit reporting agency, Illion, for the sole purpose of verifying my identity, by giving you my Medicare, driver licence or Australian Passport details below. I understand that Illion will confirm with AustralianSuper whether my personal information (in whole or in part) matches their credit information file. I also understand that they will not share any other information from my credit file with AustralianSuper.

I understand that my information will be subject to an information match request in relation to relevant official record holder information and a corresponding information match result will be provided via the use of third-party systems.

Fill out any **TWO** of the following:

[illegible]

3 Provide proof of your identity (continued)

[illegible]

☐ Option 2 - I want to attach certified paper copies of my documentation

I have attached correctly certified photocopies of my original driver licence, passport or government-issued proof of age card. Please note that each page of your photocopied documents must have been certified within the last 6 months. For instructions on how to get your document correctly certified and who can do this, please go to australiansuper.com/IDHelp

4 Provide payment details

To withdraw your whole account balance in cash, provide your bank account details below.

You may wish to send a copy of your bank statement to us to assist with verifying your bank account details.

Account name - must be held in your name or jointly in your name

[illegible]

Name of bank or financial institution

[illegible]

Branch

[illegible]

BSB number

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Account number

[illegible]

5 Sign this form

I have read the Privacy Collection Statement as set out below this form, and I understand how AustralianSuper will use my personal information. To the best of my knowledge, the information I have provided on this form is correct.

I confirm my employment is terminated and the balance of my super account is less than \$200.

I confirm I am either an Australian citizen/permanent resident, a New Zealand citizen or I hold an eligible retirement visa (subclass 405 or 410).

I understand that if AustralianSuper receives any contributions after my account has been closed a new account will be opened for me.

I understand that if I withdraw my whole account balance this will close my AustralianSuper account and any insurance cover will end. AustralianSuper will no longer have any responsibility for the account.

Sign here – click on pen tool at top of screen



Date _____

D	D	M	M	Y	Y	Y	Y
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Print full name

[illegible]

6 Send this form to us

Please upload the completed form via our website to at australiansuper.com/upload-document

Questions? Call **1300 300 273** 8am-8pm AEST/AEDT weekdays

Note to advisers:

If you're submitting this form on behalf of a client, please avoid submitting multiple forms at the same time. Submit rollover or transfer-out forms individually to ensure efficient processing within 3 business days.



Privacy Collection Statement

Please read this Privacy Collection Statement to see how AustralianSuper uses your personal information. AustralianSuper Pty Ltd (ABN 94 006 457 987) of GPO Box 1901, Melbourne, Victoria 3001, collects your personal information (PI), to operate, and administer your super account (including insurance) or retirement income account, improve our products and services and keep you informed. If we can't collect your PI we may not be able to provide these services. PI is collected from you but sometimes from third parties like your employer and your financial adviser (if applicable). We will only share your PI where necessary to perform our activities with our administrator (Australian Administration Services Pty Ltd, being a part of MUFG Pension & Market Services Holdings Ltd), our insurer (TAL Life Limited, ABN 70 050 109 450, AFSL 237848), our contact centre provider (Concentrix Services Pty Ltd), service providers, as required by law or court/tribunal order, or with your permission. Your PI may be accessed overseas by some of our service providers and, where applicable to your circumstances, by third party service providers of your financial adviser. Our Privacy Policy details how to access and change your PI, as well as our privacy complaints process. For complete details go to australiansuper.com/privacy or call us on **1300 300 273**.