

Super change of account details form



You should use this form if you have a Personal Retirement Plan or a Tailored Super Plan account and you wish to change your deposit profile, progressive investment facility and regular investment plan.

Please use a dark pen and CAPITAL letters, or type directly into this form online, print it and send it to us. Use (X) to mark boxes.

Refer to the notes section below for information on how to change your account details electronically using our secure client portal. If you have any questions, please call us on 1800 620 305.

1. Your details

Client ID	Account number
<input type="text"/>	<input type="text"/>
Date of birth	Title
<input type="text"/>	<input type="text"/>
Last name	
<input type="text"/>	
Given name(s)	
<input type="text"/>	

2. Deposit profile

Specify the percentage you wish to invest in each fund (must add to 100%).

Fund name	Percentage allocation
Diversified investment options	
High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Socially Conscious	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %
Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %
Single asset class investment options	
Australian Equities	<input type="text"/> <input type="text"/> <input type="text"/> %
International Equities	<input type="text"/> <input type="text"/> <input type="text"/> %
Property	<input type="text"/> <input type="text"/> <input type="text"/> %
Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %
Total (must add to 100%)	<input type="text"/> <input type="text"/> <input type="text"/> %

i This facility will progressively invest your funds held in the Cash Fund progressively into the options you select below at a selected frequency determined by you.

3. Progressive investment facility

The minimum instalment amount is \$2,000.

Type of change requested

Commence Alter Cease

Frequency

Monthly Quarterly Yearly Instalment amount \$

Next instalment date

End date

OR

No end date

Specify the percentage you wish to invest in each fund (must add to 100%)

Fund name	Percentage allocation
Diversified investment options	
High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Socially Conscious	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %
Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %
Single asset class investment options	
Australian Equities	<input type="text"/> <input type="text"/> <input type="text"/> %
International Equities	<input type="text"/> <input type="text"/> <input type="text"/> %
Property	<input type="text"/> <input type="text"/> <input type="text"/> %
Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %
Total (must add to 100%)	<input type="text"/> <input type="text"/> <input type="text"/> %

Set this account as the default for Superstream contributions (unless specified otherwise).

i Please note all contributions via the regular savings plan will be classified as personal non-concessional contributions.

4. Regular savings plan

The minimum instalment amount is \$100.

Regular savings plan amount

\$

Frequency

Fortnightly Monthly Quarterly Half yearly Annually

Indexation

None CPI Percentage > Specify (0-10%) %

When would you like your regular savings plan to commence?

Specify next instalment date (must be between the 1st and 28th of the month)

On the last day of the month (monthly frequency only)

Please (X) this box if you would like to cease your regular savings plan

4. Regular savings plan (continued)

Bank account details for regular saving plan

Must be an Australian bank, credit union or building society account. Please ensure there are sufficient funds in the nominated bank account to avoid bank dishonour fees being charged.

Name(s) on account

Name of bank or financial institution

Name of branch

BSB number

Bank account number



Please read the **Declaration** and refer to the relevant PDS for your product for further information.



If you have any questions please call us on **1800 620 305**.



On completion of this form please print and sign by hand.



Send the form to this address.

5. Declaration and signature

- All information provided on this form is accurate and complete.
- I have read the current Product Disclosure Statement for the relevant product as well as any supplements or on-line updates. The PDS is available by typing retire.aware.com.au/PDS into my internet browser.
- I acknowledge that I have read and understood the privacy section in the PDS and consent to the collection, handling, use and disclosure of my personal information in accordance with the Privacy Act 1988 and as described in the PDS.
- I agree to be bound by the trust deed for Aware Super, as amended from time to time.
- I understand that if my transaction is received at Aware Super before 2.00pm Sydney time on any business day, it will be processed using the unit price applicable for that day. This price will be struck on business day 2 and applied to my transaction. If my transaction is received at Aware Super after 2.00pm Sydney time on any business day it will be processed using the unit price applicable for the next business day. This price will be struck on business day 3 and applied to my transaction. It is important to consider this when making your transaction request.

Signature

Date signed

6. Where to send your completed form

Return the completed form to **Registry, Aware Super, PO BOX 5336, Sydney NSW 2001**, if you have any questions please call us on **1800 620 305**.

7. Privacy

We have implemented a privacy policy which will ensure the confidentiality and security of your personal information. The Privacy Policy expresses our commitment to the management of your personal information. The policy is available at your request, or at aware.com.au/privacy.

8. Electronic submission of changes via secure client portal

Changes to your account can be submitted electronically only via the secure client portal. To register for the portal go to retire.aware.com.au/registration

If the change to your investments is submitted electronically before 3.00pm Sydney time on any business day, it will be processed using the unit price applicable for that day. This price is not known until the next business day. It is important to consider this when making your transaction request.

If the change to your investments is submitted electronically after 3.00pm Sydney time on a business day, or on a non-business day, we treat it as having been received before 3.00pm Sydney time on the next occurring business day and it will be processed using the unit price applicable for that next occurring business day.

Direct Debit Service Agreement



This Direct Debit Request Service Agreement ("Agreement") sets out the terms and conditions which apply when you set up a direct debit with us ("Direct Debit").

For the purposes of this agreement, references to 'we' or 'us' mean the following:

- to the extent that the Agreement relates to an interest in Aware Super: Aware Super Pty Ltd (ABN 11 118 202 672) as Trustee of Aware Super;
- to the extent that the Agreement relates to a unitholding in any of the managed investment schemes collectively referred to as Aware Investment Funds: Aware Financial Services Australia Limited (86 003 742 756) as the responsible entity of the relevant managed investment scheme.

1. Our commitment to you

- a) If we make any material change to the terms of the Direct Debit arrangements, we will give you at least 14 days written notice of these changes.
- b) We will keep information relating to your nominated Financial Institution account ("Nominated Account") confidential, except where required for the purposes of conducting Direct Debits with your Financial Institution or providing information to the Financial Institution in connection with a claim made on us relating to an alleged incorrect debit.
- c) For a Regular Savings Plan Direct Debits will be processed by us (or by an entity appointed by us to process such transactions) on the nominated day(s) ("Due Date"). For any other deposit request Direct Debits will be processed on the day the request is authorised by you ("Process Date"). Where the Due Date or Process Date is not a business day, the Direct Debits will be processed on the next business day. As it is not certain that your Nominated Account will be debited on the same day the Direct Debit is processed, you should contact your Financial Institution directly to check when your Nominated Account will be debited.
- d) The amount debited will be invested into your account in the Investment Fund, in accordance with the most recent investment instructions received from you.

2. Your commitment to us

It is your responsibility to:

- a) Ensure that your Nominated Account can accept direct debits, as direct debits are not available on all types of accounts. You should contact your Financial Institution if you are uncertain whether your Nominated Account can accept direct debits.
- b) Ensure there are sufficient cleared funds available in the Nominated Account to meet each Direct Debit on the Due Date.
- c) Advise us immediately if the Nominated Account is transferred or closed or the account details change.
- d) Ensure that all account holders on the Nominated Account sign the form.
- e) Meet any Financial Institution charges resulting from the use of the Direct Debit system.

3. Your rights

- a) You may alter the Direct Debit arrangements at any time by telling us in writing. We must receive your written notification at least 5 business days before the Due Date, for any of the following:
 - stopping an individual Direct Debit
 - deferring a Direct Debit
 - suspending future Direct Debits
 - altering the DDR Schedule
 - cancelling the Direct Debits completely.
- b) Where you consider that a Direct Debit on your Nominated Account has been initiated incorrectly, you should immediately contact us.

4. Other information

- a) The details of your Direct Debit arrangements are contained in the DDR Schedule attached to this agreement. You should check these details against a recent statement from your nominated Financial Institution to ensure they are correct.
- b) We reserve the right to cancel Direct Debit arrangements if two consecutive Direct Debits are dishonoured by your Financial Institution. If this occurs, we will contact you to arrange an alternate payment method which is suitable to you and us.
- c) We reserve the right to cancel or amend the terms of this Agreement at any time by giving you 14 days written notice.