

Contributions by payroll deduction



Use this form to make pre-tax salary sacrifice (concessional) contributions or after-tax contributions by payroll deduction. Complete this form and give it to your payroll manager.

Please use a dark pen and CAPITAL letters. Insert (X) when you have to choose an option. You can also fill in this form online, print it and give it to your payroll manager. The form is on our website at aware.com.au/forms.

If you have any questions, please call us on 1300 650 873.

1. Your personal details

Member number	Account number	Date of birth
<input type="text"/>	<input type="text"/>	<input type="text"/>
Title	Last name	
<input type="text"/>	<input type="text"/>	
Given name(s)		
<input type="text"/>		
Address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime contact number	Mobile number	
<input type="text"/>	<input type="text"/>	
Payroll number (employer use only)		
<input type="text"/>		

2. Contribution type and amount

Before starting salary sacrifice contributions, you should seek financial advice from a licensed or authorised financial adviser to ensure that salary sacrificing is appropriate for your individual circumstances. Any valid before-tax or after-tax contributions received from your employer on your behalf will be invested according to your current investment choice(s).

Please deduct the following amount from my pay (whole dollars only):

Before-tax or salary sacrifice contributions

\$, per pay period **OR** % of my gross salary

After-tax contributions

\$, per pay period **OR** % of my net salary

3. Privacy

The personal information provided on this form is collected by and held for Aware Super by the fund administrator, Mercer Administration, in accordance with the Australian Privacy Principles of the *Privacy Act 1988 (Cth)*, for the purpose of administering accounts and providing services associated with fund membership. For further information about how personal information is handled, please call us on 1300 650 873 or visit aware.com.au/privacy to view the privacy policy (a hard copy of the policy may also be provided on request). The policy contains information about access to and correction of personal information, how a complaint can be made about a privacy breach and other important information about how personal information is collected, used and disclosed.

4. Member signature

I have read and understood the Aware Super privacy policy.

Signature

Date signed (DD-MM-YYYY)

5. Where to send your completed form

Return the completed form to your payroll manager. If you have any questions, please call us on 1300 650 873.

i If you wish to make salary sacrifice contributions, please check with your employer that this facility is available.

p Please sign and date form here.



Notes for completing the contributions by payroll deduction form



For information on contributing to your super, please read your *Member Booklet* (Product Disclosure Statement) available on our website at aware.com.au/pds, or call us and we'll send you a copy.

All our forms are available on our website at aware.com.au/forms. These forms are editable, so you can type data directly into these forms, print them out and send them to us. If you prefer to write on the forms, please use a dark pen and print clearly.

Contribution type and amount

To encourage you to use superannuation to save for retirement, the Government gives super certain tax benefits. But there's a limit on the amount you can contribute at concessional-tax rates. The tax and caps that apply are different for before-tax (concessional) and after-tax (non-concessional) contributions. The caps apply in total across all the funds you contribute to; they are not a cap for each fund.

For more information refer to *Clever ways to boost your super* and *Super taxes, caps, payments, thresholds and rebates* available at aware.com.au/factsheets.

Information for employers

Make contributions with our clearing house

Our online clearing house allows you to send contribution data for all of your employees in one place with a single payment. The clearing house then distributes data and payments to each super fund on your behalf in a format compliant with the government's SuperStream data and payment standard. The clearing house is free for all registered (participating) employers.

To find out more about the clearing house, please visit aware.com.au/clearinghouse.

Frequency of payroll deductions

It is important to note that deductions made from an employee's after-tax salary must be paid in the same frequency as their salary. This is different to deductions made from an employee's pre-tax salary, which can be paid alongside the quarterly SG contribution deadlines.