

# Qantas Super

## Transfer your defined benefit to a Super Account in Gateway

### About this form

To transfer from your existing defined benefit membership to a Super Account in Qantas Super Gateway (Gateway), you need to complete (please print clearly) and forward this form to Qantas Super. For more information about Gateway please read the Gateway Product Disclosure Statement (Gateway PDS) available on our website at [qantassuper.com.au](http://qantassuper.com.au). If you are unsure of your decision, we recommend that you seek advice from a licensed financial adviser.

### If you need help completing this form

For assistance call the Qantas Super Helpline on 1300 362 967, Monday to Friday, 8am to 7pm (AEST).

## Step 1 – Complete your personal details

Please print in black or blue pen, in uppercase, one character per box.



A separate form must be completed for each Division.

Division

Title Mr  Mrs  Ms  Miss  Other

Date of birth / /

Given names

Surname

Postal address

Suburb

State

Postcode

Daytime Telephone

-

Mobile

-

E-mail

Membership number

Minimum number of hours worked per week

Continued over



## Step 2 – Transfer Application

I request and authorise the Trustee to transfer the Leaving Service benefit (that is, the balance of my defined benefit membership) in my defined benefit division of Qantas Super to a Super Account in Qantas Super Gateway (Gateway), as the opening balance of my Gateway account.

I have read the Gateway PDS and understand that:

- my transfer from my existing defined benefit division to Gateway may require the approval of my employer and/or the Trustee;
- I will not be able to transfer back to my previous division;
- once I cease to be a member of my existing division, my employer will be required to contribute to Gateway on my behalf in accordance with the Superannuation Guarantee legislation;
- my death and disablement benefits may differ from those that apply as a member of my existing division and the definitions that determine my eligibility for such benefits may be different;
- the cost of any administration fees and insurance premiums will be deducted from my Gateway account;
- where I am eligible for an amount of Basic Cover in Gateway, and the amount of Standard Cover I hold in my existing division is nil, if I am not at work (due to illness or injury) and performing the normal duties of my occupation on the effective date of my transfer to Gateway, my insurance cover will be Limited Cover until I return to Active Employment for 30 consecutive days;
- insurance under Basic Cover in Gateway will be subject to a 12 month Limited Cover period for the level of cover in excess of the amount of Standard Cover held in my previous division (if applicable); and
- if I do not select an investment option, this form will not be processed, resulting in my application to transfer to Gateway being delayed.

## Step 3 – Make your investment choice

You can choose one investment option or any combination of the six available investment options, for your new Super Account in Gateway. You are able to nominate the investment options that apply to your current account balance\* and your future contributions and transfers.

\*This is the balance of your defined benefit membership that is transferred to Gateway.

If you're unsure which investment option(s) best suits your needs, we recommend you speak to a licensed financial adviser. Refer to the *Investment Guide* for Qantas Super, available on our website, for details about the investment options available.

**I'd like to nominate my investment options as follows:**

Investment option	Current account balance	Future contributions and transfers
	% to be invested	% to be invested
Glidepath	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Aggressive	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>TOTAL*</b>	<b>1 0 0</b> %	<b>1 0 0</b> %

\*Please ensure the total adds to 100% for the column you are completing otherwise this form will not be processed.

Note: All switches are processed effective the first Tuesday following the date your request is received. The Trustee may also suspend processing of investment switches during times of investment market volatility or illiquidity.

## Step 4 – Privacy

The Trustee respects the privacy of your personal information and is committed to complying with the Australian Privacy Principles in the Privacy Act 1988 (Cth).

Our Privacy Policy sets out our approach to the management of personal information. Subject to the Privacy Act 1998 (Cth), you can have access to and seek correction of your personal information. Our Privacy Policy contains information about how you can access and seek correction of your personal information, how you may complain about a breach of your privacy and other important information about how your personal information is collected, used and disclosed.

Our Privacy Policy is available on Qantas Super's website, [www.qantassuper.com.au](http://www.qantassuper.com.au) or you can obtain a copy by contacting us on **1300 362 967**.



## Step 5 – Sign the form

By signing this form I acknowledge that:

- I have read and understood the Gateway PDS, Qantas Super Investment Guide and this form;
- the Trustee has recommended that I obtain financial advice before making this request;
- I have not received financial advice from my employer or Qantas Super's Trustee;
- my request to transfer to Gateway, if approved, will be processed effective the first Tuesday following the date my request was received;
- the Trust Deed and Rules relevant to my existing defined benefits division in Qantas Super will no longer apply to me. From the date of my transfer to Gateway, I will be bound by the Trust Deed and Rules of Gateway;
- I have received all the information that I require to make a decision and have carefully considered the material provided and all other relevant matters in making my decision to transfer and understand that, having made this election, I will not be able to transfer back to my previous division in Qantas Super;
- the Trustee's administrator will not action my request if the information is incomplete or ambiguous;
- the information on this form will be handled by the Trustee to process my transfer application;
- if I've provided my email address details and/or mobile number in this form, the Trustee may, at its discretion, use that email address and/or mobile number to send information, including any member and exit statements and notices of any material changes or the occurrence of significant events, by electronic means; and
- to access my personal information I can contact Qantas Super's Privacy Officer.

Signature

X

Date

/   /

**Please return your completed form to Qantas Super, GPO Box 4303, Melbourne, VIC 3001.**

