

# Alcoa Superannuation Plan Transfer Defined Benefit to Income account



13 11 84 | art.com.au  
Reply Paid 2924  
Brisbane Qld 4001

⬇ Use this form if you're still working for Alcoa and want to request a transfer from your defined benefit, including your Additional Accumulation account, to a Super Savings Income account. A completed Open a Retirement Income Account form or Open a Transition to Retirement Account form Income Account Request form must be returned with this form.

**Important:** Please provide us with as much information as possible. Please tick boxes where appropriate.

Use **BLOCK** letters and dark ink when completing this form and ensure it is signed and dated.

\*DENOTES MANDATORY FIELD.

## 1 Personal details

Title  First name\*  Middle name

Last name\*  Date of birth (DD/MM/YYYY)\*  Gender\*  M  F

Street Address / PO Box\*

Please complete for identity purposes.

Suburb/Town\*  State\*  Postcode\*  Home phone number  Daytime phone number\*

Personal email address  Mobile phone number

**Note:** Where we can, we'll provide your documents, including statements and notices of changes to your account, electronically. We'll email or SMS you when information is ready to view in Member Online. If you would prefer information is posted to you, change your preferences in Member Online or call us on **13 11 84**.

Residential street address (if the same as above leave blank)\*  Suburb/Town\*  State\*  Postcode\*

Member number

Office use only

C59446

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## 2 Important information

### Rules for transferring

If you're still working for Alcoa and you're eligible to open an Income account, you can transfer an amount from your defined benefit membership to start the Income account. The minimum transfer required to open an Income account is \$30,000.

The Trustee has discretion to impose terms and conditions for transferring from your Defined Benefit account to an Income account. They have set the following rules:

- **You can only access your Defined Benefit account once in the life of the product to open an Income account.**
- You must use the balance of your Additional Accumulation account before you can access your Defined Benefit account. The exception is if you have Additional Insurance cover on your account. In this case, \$6,000 of your Additional Accumulation account will be kept with your Defined Benefit account so insurance premiums can continue to be paid.
- The maximum you can transfer is the balance in your Additional Accumulation account (less \$6,000 if you have Additional Insurance cover) plus 50% of the amount of your Defined Benefit account, less your Offset account.

You should also be aware:

- The value of your Additional Accumulation account and Defined Benefit account may change from the date you complete this form until the date your transfer is processed. You may get less than the amount you request if your requested amount exceeds the maximum payment amount allowed at the time of processing.
- The amount of your Defined Benefit account used to open an Income account is deducted from your Offset account.
- If you choose to close your Income account in future and transfer the balance back to your defined benefit membership, the transferred amount will be used to clear or reduce the balance in your Offset account. If the amount transferred back is greater than the balance in your Offset account, the excess will be allocated to your Additional Accumulation account.
- You can clear or reduce the balance in your Offset account by transferring an amount from your Additional Accumulation account (if any) or making a contribution to your Offset account. A Clear or Reduce Offset Account form needs to be completed for this to occur.

### Members with Additional Death and Total & Permanent Disablement Insurance cover

If you have Additional Death only or Death and Total & Permanent Disablement Insurance cover and you want the cover to continue, you need to ensure:

- there's enough money in your Additional Accumulation account to pay future insurance premiums when they're due to be paid. We'll keep \$6,000 in your Additional Accumulation account if you choose to keep your cover.
- you make at least one eligible contribution every 12 months, or you can advise us in writing at [art.com.au/keep-my-insurance](https://art.com.au/keep-my-insurance) that you want to keep your insurance cover.

### Contributions or rollovers

If you want to make a contribution or rollover from another super fund to your Additional Accumulation account and to have this included in your transfer to an Income account, you should do this **before** returning this form.

### Claiming a tax deduction

If you intend to claim a tax deduction for voluntary after-tax contributions paid to your Additional Accumulation account, it's important you let us know **before** you start your Income account. A request to claim a tax deduction isn't valid if we've started to pay an income stream using any of the contributions.

If you intend to claim a tax deduction, you can let us know by completing the online form in **Member Online** or send us a completed Notice of Intent to Claim or Vary a Deduction for Personal Super Contributions form. Visit [art.com.au/forms-and-tasks](https://art.com.au/forms-and-tasks) for a copy of the form. We'll send you a confirmation to include with your tax return.

## 3 Members with Additional Insurance cover only

Please confirm your choice for your Additional insurance cover:

- I want to keep my Additional Death only or Death and Total & Permanent Disablement Insurance cover. I understand \$6,000 will be retained in my Additional Accumulation account to pay for future premiums.
- I want to cancel my Additional Death only or Death and Total & Permanent Disablement Insurance cover.

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## 4 Transfer request

Please select how much you want transferred to an Income account:

I want to transfer \$  (minimum \$30,000)

from my Super Savings – Corporate account to open my Income account.

I understand I may get less than the amount requested if the amount exceeds the maximum payment amount allowed at the time of processing.

OR

I want to transfer the balance in my Additional Accumulation account (less \$6,000 if I have Additional Insurance cover) plus  %

or \$  of my Defined Benefit account less any Offset account balance from my Super Savings – Corporate account to open my Income account.

I understand I may get less than the amount requested if the amount exceeds the maximum payment amount allowed at the time of processing.

OR

I want to transfer the **maximum amount allowed** from my Super Savings – Corporate account to open my Income account.

## 5 Authorisation and declaration

I declare:

I have completed **Open a Retirement Income Account form or Open a Transition to Retirement Account form and attached it to this form**

- I have fully read this form and the information completed is true and correct.
- I understand I can only access my Defined Benefit account once in the life of the product to open an Income account.
- I have considered the fees and charges, effect on insurance cover, including the lapsing of cover if there isn't enough money in my Additional Accumulation account to pay for any future insurance premiums, and the implication to my benefit entitlement prior to completing this form. I do not require further information and authorise my request to be processed.
- I understand the amount paid from my Defined Benefit account to open an Income account will be deducted from my Offset account and the balance of my Offset account may increase or decrease in future depending on the movement in daily unit prices of the Conservative-Balanced investment option.
- I understand that if I choose to close my Income account in future and transfer the balance back to my defined benefit membership, the amount transferred would be used clear or reduce the balance in my Offset account first. Any excess amount would be allocated to my Additional Accumulation account.
- I have received and read the Super Savings Corporate - Defined Benefit Handbook Alcoa Superannuation Plan.

Member to sign here\*



Date (DD/MM/YYYY)\*

Please return this form and supporting documents, along with a completed **Open a Retirement Income Account form or Open a Transition to Retirement Account form** to:  
**Australian Retirement Trust**  
**GPO Box 2924 Brisbane QLD 4001**

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