

# apss APSS (Defined Benefit members) Restart my Income account



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

Use this form to close your existing Income account and open a new Income account with additional funds.

## Important

If you receive any payments from Centrelink or the Department of Veterans' Affairs (DVA), you should contact Centrelink, DVA or seek advice from a financial adviser **before** closing or restarting any existing Income account(s). Closing and restarting an existing Income account may affect your Centrelink or DVA payments. If you decide to start a second Income account, please use the Open an Income Account form available at [art.com.au/apss](http://art.com.au/apss). \*DENOTES MANDATORY FIELD.

## Member number

### 1 Personal details

Title	First name*	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Last name*	Date of birth (DD/MM/YYYY)*	Gender
<input type="text"/>	<input type="text"/>	<input type="button" value="M"/> <input type="button" value="F"/>

Street address / PO Box\*

Suburb/Town*	State*	Postcode*	Home phone number	Daytime phone number*
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Personal email address	Mobile phone number*
<input type="text"/>	<input type="text"/>

**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](#), the [Australian Retirement Trust app](#), or by contacting us.

Residential street address (if the same as above leave blank)*	Suburb/Town*	State*	Postcode*
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 2 Income account type

I'm restarting my:  Transition to Retirement Income account  Retirement Income account **Note: If you're over age 65 the conditions for Transition to Retirement Income accounts no longer apply and your account will become a Retirement Income account.**

### 3 A minimum additional amount of \$10,000 is required to restart your Income account

I would like to rollover an account from another super fund and I've attached a Super Savings – Corporate Consolidate Your Super form.

OR

I would like to restart my Income account with funds from my existing APSS Super Savings – Corporate account. [Please complete Section 4.](#)

OR

I've attached a cheque for \$

#### Do you intend to claim a tax deduction?

If No, go to Section 4

**If Yes,** and you intend to claim a tax deduction for contributions you made to your Additional Accumulation account, you will need to let us know using the online form in [Member Online](#) before submitting this form or complete a Notice of Intent to Claim a Tax Deduction form from [ato.gov.au](http://ato.gov.au) to submit with this withdrawal request. Please also indicate the relevant financial year here:

Relevant Financial Year (YYYY/YYYY)

**Please note:** A request to claim a tax deduction cannot be processed once you've set up an income stream using some or all of the contribution. If you make a partial withdrawal or transfer, the maximum amount you can later claim a tax deduction for is the reduced contribution amount remaining with us. 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 a Tax Deduction form from [ato.gov.au](http://ato.gov.au) and we'll send you confirmation to include with your tax return.

If you're aged 67 or over, you'll need to meet the Work Test<sup>1</sup> in order to claim a tax deduction on voluntary after-tax contributions. This eligibility requirement will be assessed by the Australian Taxation Office (ATO) when you submit your income tax return. The contribution you're claiming a tax deduction on must have been received by Australian Retirement Trust prior to the 28th day after the end of the month you turned 75 years old.

<sup>1</sup> You must work at least 40 hours over a period of 30 consecutive days, during the income year the contributions were made (or during the previous financial year, under a one-off exemption available to members with a 'total superannuation balance' under \$300,000).

➔ Please continue over page

## 4 Transfer from my existing APSS Super Savings – Corporate Defined Benefit account

### Important:

1. You can use up to a maximum of 50% of your Defined Benefit (less any Offset account balance) in addition to your Additional Accumulation account balance to restart your Income account. You must use the balance of your Additional Accumulation account **first** before you can access your Defined Benefit, and you can only access your Defined Benefit once per financial year. Refer to the Super Savings – Corporate Defined Benefit Handbook at [art.com.au/apss](http://art.com.au/apss) for details.
2. If you wish to keep your Additional Death and Total & Permanent Disablement cover on your APSS Super Savings – Corporate Defined Benefit account, you'll need to ensure there is enough money in your Additional Accumulation account to pay for any future insurance premiums and you will need to make at least one eligible contribution every 12 months or advise us in writing via [art.com.au/keep-my-insurance](http://art.com.au/keep-my-insurance) that you wish to retain your insurance cover.

I want to transfer \$ \_\_\_\_\_ (min. \$10,000 required) from my APSS Super Savings – Corporate Defined Benefit account to restart my Income account. I am aware that my transfer will be drawn from my Additional Accumulation account balance first, and then from my Defined Benefit up to the maximum amount permitted. The value of your Defined Benefit entitlement may change from the date you complete this form until the date we process your instruction, as the amount cannot exceed 50% of your Defined Benefit (less any Offset account balance). You may get more or less than the amount requested when processing is completed.

OR

I want to transfer the **maximum amount permitted** from my APSS Super Savings – Corporate Defined Benefit account to restart my Income account.

**Members with Additional Death and Total & Permanent Disability (TPD) cover must also complete this section. If you do not complete this section, we will cancel your Additional cover if the balance of your Additional Accumulation account reduces below \$6,000 after the transfer to your Income account:**

I want to retain \$6,000 in my Additional Accumulation account to keep my Additional Death and TPD cover. **Note:** if you tick this box, the amount transferred to your Income account will be limited to the balance of your Additional Accumulation account less \$6,000, plus a portion of your Defined Benefit (if required) up to the maximum amount permitted on the date we process your request. Changes in the daily unit prices will mean that the actual amount retained in your Additional Accumulation account will be higher or lower than your nominated amount.

OR

I want to cancel my Additional Death and TPD cover and transfer my entire Additional Accumulation account balance to my Income account.

## 5 Income payment details This section refers to the amount you wish to receive on a regular basis

Complete this section to show how often you require the payments, and the amount you would like to be paid.

I have read the Super Savings Product Disclosure Statement for Income Account and Lifetime Pension, and understand I am required to take an amount of income payments each year at least equal to the minimum amount calculated each financial year, and that Australian Retirement Trust may take action to ensure that I have been paid income payments at least equal to this minimum amount. **Note:** If you do not make a choice, you will receive the minimum level of payment on a monthly basis.

I wish to receive my payments:  fortnightly  monthly on the 11th (default)  quarterly  half yearly  yearly

AND

I wish to receive payment amounts of:  Minimum<sup>1</sup> level (default)  Specific gross amount per payment<sup>3</sup> \$   
 (TTR only) Pro rata amount of the 10% maximum<sup>2</sup>  (TTR only) Maximum, you will receive the full 10%

AND

I would like my Income account set-up:  ASAP  After this date:

AND

I would like to receive my next payment in this month (MM/YYYY):  Payment will be made in the next available payment run.

<sup>1</sup> The minimum default level will be age-based as described in the Super Savings Product Disclosure Statement for Income Account and Lifetime Pension (PDS).

<sup>2</sup> If you select the pro rata option you will be paid the maximum amount for the period remaining in the financial year you restart your Income account (i.e. it will be less than 10% of your account balance). If you select the non pro rata option you will be paid the maximum amount (i.e. 10% of your starting balance in the remainder of the financial year you start your Income account).

<sup>3</sup> The maximum amount of income payments is restricted to your available balance (or 10% per annum of your account balance if you hold a Transition to Retirement Income account). If the income payment amount you request exceeds the maximum amount, it will be reduced to the maximum that applies.

[➔ Please continue over page](#)

## 6 Beneficiaries

**Note: Any current beneficiaries will be applied to your Income account if you do not select an option. If you nominate a new beneficiary that isn't currently applied to your Additional Accumulation account and you do not specify a beneficiary type, they will be applied as a preferred beneficiary.**

I would like to keep my existing nominated beneficiaries.

OR

I would like to change my existing preferred beneficiaries, or nominate a binding beneficiary and enclose a Change of Details form (found at [art.com.au/forms](http://art.com.au/forms)) or a Binding Death Benefit Nomination form (found at [art.com.au/beneficiary](http://art.com.au/beneficiary)).

OR

I would like to nominate a new reversionary beneficiary. I understand the reversionary beneficiary is limited to my spouse. I have read the information in the Super Savings Product Disclosure Statement for Income Account and Lifetime Pension (PDS) at [art.com.au/apss](http://art.com.au/apss) before ticking this box.

Title	First name*	Middle name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Last name*	Date of birth (DD/MM/YYYY)*	Gender
<input type="text"/>	<input type="text"/>	<input type="text" value="M"/> <input type="text" value="F"/>

## 7 Income account investment details

You will need to keep your existing investment strategy, rebalancing options (if any) and investment payment source while we process your restart.

After the restart is completed, you can make changes to these at any time using [Member Online](#).

## 8 Checklist

Once we have all your information and documentation we will process your application. Please read the **Authorisation and declaration** and make sure you have:

Signed and dated this form     Attached additional forms, if any     Attached your certified identification, if required

## 9 Authorisation and declaration

Sign this application form and return to Australian Retirement Trust:

### Your Privacy – Personal Information Collection Notice

The purpose for which we collect your information is to provide superannuation benefits, administer your benefits, and provide related services, information, and offers to you. This includes processing your application, managing your participation in Australian Retirement Trust, providing you with information about your benefits and our available services, and ensuring you receive your entitlements.

We will generally collect your personal information directly from you, your authorised representatives, your employer or other third parties, such as the Australian Taxation Office (ATO). If the information we request is not provided, we may be unable to properly administer your benefits and notify you about your entitlements.

We may disclose your personal information to entities within the Australian Retirement Trust Group, our service providers and advisers, medical and health professionals, regulators and government bodies, or to other third parties if we need to or if you have given consent to the disclosure. This includes but is not limited to the Fund's administration service provider, insurers, auditors and legal advisers. We also might be required by law to disclose information about you, for example to government bodies such as the ATO. We may also disclose information to third-party service providers in various countries, as described in our Privacy Policy.

For more information, please read our Privacy Policy which sets out the types of information we collect and how we collect, hold, use and disclose your personal information. Our Privacy Policy also describes how you can access information about your benefit and personal details, correct any information which is inaccurate or out-of-date, and information on our privacy complaints process. We are committed to respecting the privacy of personal information you give us. Our Privacy Policy may be updated from time to time and is available at [art.com.au/privacy](http://art.com.au/privacy) or by contacting us.

## Declaration

### I request to restart my Income account and declare that:

- I understand my personal details, including tax details and instalment frequency will not change, however my minimum or maximum amount and instalment amount will change by restarting my Income account.
- I understand that if I have not received the minimum required payment from my existing Income account, that payment will be made to my nominated bank account.
- I have received, read and understood the Super Savings Product Disclosure Statement for Income Account and Lifetime Pension (PDS) which summarises the significant information about the product.
- If I am transferring funds from a Defined Benefit account to an Income account, I acknowledge that I have read the Super Savings – Corporate Defined Benefit Handbook and understand the implications of withdrawing money from my Defined Benefit account.
- I have read the Personal Information Collection Statement in the PDS and I understand how Australian Retirement Trust will use my personal information.
- I acknowledge that the PDS and this application form, detail the interest I will have in Australian Retirement Trust if my application is accepted, and is not a contract between me and the Trustee.
- I agree to the Trust Deed and governing rules of the Fund, including in relation to the operation of my account.
- I understand and have considered the implications of my transfer balance cap. I have made reasonable enquiries to ensure I will not exceed my transfer balance cap.

- I have considered the fees and charges, effect on insurance cover, including the lapsing of cover if there is not enough money in my Additional Accumulation account balance to pay for any future insurance premiums and the implication to my benefit entitlement prior to rolling over my benefits.
- I agree to make the Privacy Policy available to the person (if any) that I have nominated as my reversionary beneficiary.
- I am a citizen or permanent resident of Australia or a citizen of New Zealand.
- To the best of my knowledge, the information I have provided on this form is true and correct.
- I am the person named on this form or have a power of attorney to act on that person's behalf.<sup>1</sup>

**Note:** If you have not previously supplied certified identification to Australian Retirement Trust, you will need to attach a certified copy of your identity before we can process your form. For more information about certified identity and what is acceptable, please visit [art.com.au/poi](http://art.com.au/poi)

<sup>1</sup> If you are acting on behalf of an applicant under a power of attorney and have not previously supplied a certified copy of the power of attorney, we require one to be supplied with this application along with certified copies of yours and the member's identification documents. If you have previously supplied these documents, we may require updated copies on request.

Member to sign here\*



Date (DD/MM/YYYY)\*

Please return the form to  
Australian Retirement Trust  
Reply Paid 2924  
Brisbane Qld 4001

We are committed to respecting your privacy and take protecting the privacy of personal information seriously. Our Privacy Policy sets out how we do this including how we collect, hold and disclose personal information. For a copy of the Privacy Policy, please visit [art.com.au/privacy](http://art.com.au/privacy) or call 13 11 84.

Australian Retirement Trust Pty Ltd ABN 88 010 720 840 AFSL No. 228975 Trustee of Australian Retirement Trust ABN 60 905 115 063