

Benefit Payment Request Form

Use this form if you want to cash in your benefit. This form should not be used by temporary residents. For more information about withdrawing your benefits, see the PDS and Reference Guide.

Please use a dark pen and CAPITAL letters (except for your email address), print it and send it to us. Use (X) to mark boxes. Forms are located on our website at mobisuper.com.au/documents-and-forms/
If you have any questions, call us on 1300 222 622.

STEP 1: Your personal details

mobisuper member number (if known):

Date of birth (DD/MM/YYYY) :

Title:

Given name(s):

Surname:

Male

Female

Email:

Residential Address :

Suburb/Town:

State/Territory:

Postcode:

Postal address (if different from residential):

Suburb/Town:

State/Territory:

Postcode:

Daytime contact number:

Mobile Number:

Tax file number (if not previously provided):

NOTE: It isn't compulsory to provide your TFN but if you don't, (1) you may pay additional tax on your benefit payment and (2) you may need to supply proof of identity if you wish to transfer your benefit. See Notes at the back of the form.



Please provide the details of the employer currently making contributions to your account

Date terminated employment

Grid for date terminated employment (YY MM YYYY)

Employer Name

Grid for Employer Name

Employer contact name

Grid for Employer contact name

Employer phone number

Grid for Employer phone number

Employer email address

Grid for Employer email address

Step 5: Payment details (for full or partial cash payments)

Payment can be made directly to your bank account, or by cheque to either your residential address or postal address.

Pay direct to my bank account shown below.

Account name

Grid for Account name

BSB number

Grid for BSB number

Account number

Grid for BSB number

Grid for Account number

Name of financial institution

Grid for Name of financial institution

Branch

Grid for Branch

Please note the account must be held in your name or jointly in your name and you must attach a copy of a document from your financial institution (e.g. a statement) showing your BSB, account number and account name which is no more than 12 months old.

Post a cheque to my residential address; or

Post a cheque to my postal address.

NOTE: Cheques can only be made out to you, not third parties.

Step 6: Privacy

The personal information you provide on this form is collected by and held for mobiSuper by the fund administrator, DDH Graham Limited, in accordance with the Australian Privacy Principles of the Privacy Act 1988 (Cth), for the purpose of administering your account and providing you with services associated with your fund membership.

For further information about how your personal information is handled, please call us on 1300 222 622. or visit mobisuper.com.au/about/privacy-policy to view the privacy policy (a hard copy of the policy may also be provided on request). The policy contains information about how you may 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.

Change of name

If you have changed your name, you must provide a certified copy of one of the following name change documents:

Page

- marriage certificate or certificate of registration (if you are on the relationship register) issued by the Births, Deaths and Marriages Registration Office (ceremonial certificates cannot be accepted)
- deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office.
If you have reverted to your maiden name on divorce, we will require your divorce certificate and your marriage certificate showing your original maiden name.

Change of residential address

If you have changed your residential address, you must provide a certified copy of a POI document showing your new residential address. If it is more convenient, you can provide the original (rather than a certified copy) of a recent notice issued by your local council or a recent utilities bill addressed to you at your current residential address.

▼ Power of attorney

If you are requesting benefits on behalf of the member as the holder of their Power of Attorney, you must provide certified copies of POI documents for yourself and the member.

We may request updated and/or additional certified POI documents at any time if we consider this is necessary for the security of our members' benefits.

▼ CERTIFICATION OF PERSONAL DOCUMENTS

All copied pages of original POI documents (including any change of name documents) need to be certified as true copies by an authorised person with the appropriate Australian qualifications or registration (see below) who cannot be the owner or addressee of the document. The authorised person must sight the original and the copy to ensure both documents are identical, then make sure all pages have been certified by writing 'I certify that this document is a true copy of the original', followed by their signature, printed name, qualification (e.g. justice of the peace, Australia Post employee, etc.), registration number (if applicable) and date.

The following is a non exhaustive list of people who can certify copies of original documents:

- police officer
- Australia Post employee in charge of an office providing postal services (charges may apply)
- Officer or an authorised representative of an Australian Financial Services Licensee (AFSL) with two or more years continuous service
- full-time teacher employed at a school or tertiary institution
- magistrate
- nurse
- optometrist
- dentist
- chiropractor
- physiotherapist
- psychologist
- veterinary surgeon
- medical practitioner
- legal practitioner
- pharmacist
- justice of the peace

▼ Acceptable documents and certification

The primary and secondary documents we accept are shown below. The people who can certify these documents are shown on page 8.

You can provide:

Either:

A certified copy of one of the following documents:

- current Australian state/territory driver's licence with your photograph
- Australian passport
- current card issued under an Australian state or territory law for the purpose of proving your age and containing your photograph
- current foreign passport or similar travel document containing your photograph and signature*.

OR

Or:

One certified document from this list:

- an Australian birth certificate or extract issued by a state or territory
 - a citizenship certificate issued by the Commonwealth
 - a current Centrelink pension card that entitles you to receive financial benefits
- One certified document from this list:

And:

One certified document from this list:

- a notice issued by the ATO within the last 12 months that shows your name and current residential address and records an amount payable to or by you e.g. your last tax return
- a notice issued by a local council or utilities provider in the last three months showing the provision of services to you and your current residential address e.g. rates notice, electricity or water bill
- a notice issued by the Commonwealth or a state or territory government within the last 12 months showing your name and current residential address and the provision of financial benefits to you e.g. Centrelink letter.

*Documents not written in English must be accompanied by an English translation prepared by an accredited translator.