

3. Tax file number (TFN) notification

It's important we have your TFN. While providing your TFN is voluntary, you should know that if you don't provide us your TFN, then:

- we can't accept any non-concessional contributions
- you may pay more tax on concessional contributions than would otherwise be payable and
- it may be difficult to find and consolidate your super in the future.

For more information, please refer to the Suncorp Staff Superannuation Plan (Staff Plan) PDS.

TFN

4. Annual reports

Please tell us how you'd like to receive your annual report.

- I'll get it from your website at www.suncorp.com.au
- I'd like it sent to me by email (please ensure you have provided your email address in section 1)
- I'd like it sent to me by post

5. Change of name

Last name

Given name(s)

Former signature

New last name

New given name(s)

New signature

We need further information from you to process your change of name.

We're grateful you're taking the time to update us with your new name. You'll need to prove both your identity **and** your change of name before we can make this change to your account. We understand you're probably busy updating your name in many places but this extra information is a legal requirement for super and pensions.

- To prove your identity, please complete section 7 below.
- To prove your new name, please send us an original certified copy of official documentation recording your change of name (eg a marriage certificate and/or change of name certificate). The same people who can certify your proof of identity in the 'Acceptable Certifiers' table on page 4 can also certify your change of name documents.

6. Proof of identity (to be completed if you're changing your name)

You'll need to prove your identity by selecting an item from PART A below, or if you can't provide any of these items, select two items from PART B.

We require proof of identity BEFORE we can proceed with your instructions.

Documents written in a language other than English must be accompanied by an English translation prepared by a NAATI accredited translator (see www.naati.com.au). * We're not responsible for the content of external websites.

PART A – ACCEPTABLE PHOTOGRAPHIC IDENTIFICATION DOCUMENTS – ONE ITEM REQUIRED

Select ONE item from this section, which MUST contain your NAME, PHOTO and either DATE OF BIRTH or RESIDENTIAL ADDRESS

- | | |
|--------------------------|---|
| <input type="checkbox"/> | A current driver's licence |
| <input type="checkbox"/> | A current Australian passport (or one which has expired within the last two years) |
| <input type="checkbox"/> | A current Proof of Age Card issued under an Australian State/Territory (including 18+ and Birth Cards) |
| <input type="checkbox"/> | A current foreign passport or similar travel document also containing your signature issued by a government, the UN or agency of the UN |
| <input type="checkbox"/> | A National Identity Card issued by a foreign government also containing your signature |

PART B – OTHER ALTERNATIVE IDENTIFICATION DOCUMENTS - TWO ITEMS REQUIRED (this section is only required if a PART A item couldn't be provided)

Select ONE item from this section

- | | |
|--------------------------|---|
| <input type="checkbox"/> | An Australian birth certificate/extract |
| <input type="checkbox"/> | A citizenship certificate |
| <input type="checkbox"/> | A foreign birth certificate issued by a government, the UN, or agency of the UN |
| <input type="checkbox"/> | A current Centrelink Card |

and

Select ONE item from this section which MUST contain your NAME and RESIDENTIAL ADDRESS

- | | |
|--------------------------|--|
| <input type="checkbox"/> | A notice issued by the Commonwealth, State or Territory within the last twelve months recording the provision of financial benefits to you |
| <input type="checkbox"/> | A notice issued by the Australian Taxation Office within the last twelve months recording a debt payable by you to the Commonwealth (or by the Commonwealth to you) |
| <input type="checkbox"/> | A notice issued by a local government body or utilities provider (eg gas, electricity, phone) within the last three months recording the provision of services to your address or to you |
| <input type="checkbox"/> | If you're under age 18, a letter written less than three months ago, from your school principal recording how long you've attended that school |

PART C – FOR USE WHERE RESIDENTIAL ADDRESS IS NOT IN AUSTRALIA OR NEW ZEALAND - ONE ADDITIONAL ITEM REQUIRED

In addition to PART A requirements above please select:

- ONE additional item from PART A

or

- ONE additional item from any section in PART B.

Certification procedure (where you're not being assisted by an adviser)

If an adviser isn't assisting you with this transaction, to prove your identity, you'll need to:

- take the originals of your selected identification documents to a certifier (see 'Acceptable Certifiers' below) who will certify that the original documents have been sighted
- ensure the certifier copies the originals and signs the copy confirming that it's a true copy of the original document and includes on the copy the date, their name and designation from the list in 'Acceptable Certifiers' below and
- mail this form and your certified copy(s) of identification to us. (We can't accept faxes or copies of the certified documents.)

