

Departing Australia Super Payment form

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Suncorp Portfolio Services Limited (Trustee)
ABN 61 063 427 958, AFSL 237905, RSE L0002059

Use this form to withdraw your super benefit if you are a non-resident and have left Australia permanently

Tips to help you complete this form

- Use blue or black pen and write in CAPITAL letters
- Use an 'x' to mark answer boxes
- Complete all sections of the form, provide certified proof of identity (where required) and sign and date on the last page.

Checklist: use this to ensure you have completed the form and attached all supporting documents

Tips to help you complete this form:

- | | |
|---|---|
| <input type="checkbox"/> My balance is over \$5,000 (if your balance is below \$5,000 please apply online at www.ato.gov.au . If you apply online, you don't need to complete this form.) | <input type="checkbox"/> An 'Acceptable Certifier' in the 'Have your documents certified' section 5 or a comparable Certifier from my respective home country has certified my proof of identity documents. |
| <input type="checkbox"/> I have completed all sections and signed the form. | <input type="checkbox"/> I have attached certified copies of documents to this form. |
| <input type="checkbox"/> I have provided the necessary non-resident documents I need. | <input type="checkbox"/> I have provided my updated address and contact details so that a cheque can be sent to me. |

Please note if you don't complete the form and provide all relevant certified documentation, your request cannot be processed until we receive all information required.

Any questions? If you'd like help completing this form, or if you have any questions, just call us between 8am and 6pm (Eastern Standard Time) Monday to Friday.

Personal Details

Account number*

Title*

Last name*

Given name(s)*

Date of birth*

Occupation

Are you a temporary or former resident? Yes No

Daytime phone number Mobile phone number*

Email address*

Overseas Residential address* (sorry - we can't accept PO Boxes)

Street name and number

Suburb/Town

State Postcode Country

Overseas Postal address (if different from above)

Street name and number

Suburb/Town

State Postcode Country

*mandatory field

Tax File Number (TFN) notification

You only need to fill out this section if you haven't already given us your TFN.

If you provide us with your TFN on this form and within the specified timeframe, we'll refund any 'No TFN tax' deducted from your account in the last three financial years before processing your Departing Australia payment request.

If you don't provide us with a valid TFN at the time of lodging your payment request, you will have up to three years from the end of the income year in which contributions were initially made in which to provide your TFN to the Fund and request a refund on any 'No TFN tax' amounts deducted.

As a result of changes to the law, the purposes for which we can use your TFN and the consequences of not providing it to us may change in the future.

Tax File Number (TFN)

Cash payment information

Please note we can only put funds into an Australian bank account in your name or a joint bank account of which you're one of the account holders. If you don't provide an Australian bank account we will post a cheque to you which will be in Australian Dollars.

Bank account details

Account name

Name of Australian financial institution

Branch name or address

Branch BSB - Account number

Gather the documents you need

Before we can process your request, we require the following certified information from you:

- Proof of identity (must contain your name, photo and either date of birth or residential address)
- Proof that you have departed Australia.

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.

Account balance	Proof of identity documents	Temporary/non-resident documents
\$5,000 and above	<p>You must provide 2 of these:</p> <ul style="list-style-type: none"> • A current drivers licence • A current foreign passport or similar travel document also containing your signature issued by a government, the UN or agency of the UN • A National Identity Card issued by a foreign government also containing your signature. 	<ul style="list-style-type: none"> • A written statement from the Department of Immigration and Border Protection (DIBP)¹ stating that: <ul style="list-style-type: none"> - your Temporary Resident Visa has expired or been cancelled AND - you've permanently departed Australia.

¹ To get a written statement from DIBP, you'll need to complete a Certification of Immigration Status form (Form 1194), which is available on the DIBP website www.immi.gov.au.

All documents must be certified (see below).

Have your documents certified

You'll need to take the original documents outlined in the previous section to a Certifier who will:

- certify that the original documents have been sighted by writing or stamping 'certified true copy of original document' on each page and
- sign and print their name, qualification (eg Police officer and badge number) and the date on each page of the document.

Acceptable Certifiers

Who to see	Conditions and definitions
Accredited Translator	1. A person currently accredited by the National Accreditation Authority for Translators and Interpreters Ltd. (NAATI) at the level of professional translator or above, to translate from a language other than English into English; or 2. A person who currently holds an accreditation that is consistent with the standard specified in 1.
Banking and other financial institutions	An officer with two or more continuous years of service with one or more financial institutions or a finance company officer with two or more continuous years of service with one or more financial companies. This includes Suncorp and its subsidiaries.
Financial adviser	An officer with, or authorised representative of, a holder of an Australian financial services licence, having two or more continuous years of service with one of more licencees.
Justice of the Peace or Notary Public	An individual appointed by the courts whose duties include certifying documents.
Legal professional or law enforcement	A person who is enrolled on the roll of the Supreme Court of a State or Territory, or High Court of Australia, as a legal practitioner. Other professionals include a judge of a court; a magistrate; a chief executive officer of a Commonwealth court; a registrar or deputy registrar of a court, or a police officer.
Accountants	A member of the Institute of Chartered Accountants in Australia and New Zealand, CPA Australia or the National Institute of Accountants with two or more years of continuous membership.
Consular or Diplomatic Officer	An Australian Consular Officer or an Australian Diplomatic Officer.

If you can't find an Australian Certifier, a comparable Certifier from your respective country may certify the documents. For example, a judge, magistrate, police officer or consular official from your respective country provided they are certified correctly.

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.

Declaration and signature

I (print full name)

authorise my superannuation to be paid as instructed on this form.

Applicant's signature

Date / /

You should seek advice from a tax adviser before lodging this form.

Where to send the form(s)

Please send the completed form and all certified documents to:



Suncorp Super
GPO Box 2585
Brisbane QLD 4001 Australia