Departing Australia Super Payment form

SUNCORP Superannuation

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

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

Please use this form if you are a member of Suncorp WealthSmart or Suncorp Everyday Super.

Tips to help you complete this form

- Use blue or black pen and BLOCK letters
- Use a cross (✗) 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

☐ **If your balance is less than $5,000 please apply online at www.ato.gov.au. If you apply online you don't need to complete this form**

☐ **If your balance is over $5,000 you will need to complete this form and provide the relevant documents**

☐ I have completed all sections of the form and signed the form

☐ I have provided the necessary non-resident documents I need for my account balance

☐ An 'Acceptable Certifier' in section 5 or a comparable Certifier from my respective home country has certified my proof of identity documents

☐ I have attached certified copies of documents to this form

☐ 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 our Customer Service team on the following numbers:
If you're a member of Suncorp Everyday Super - 1800 191 517
If you're a member of Suncorp WealthSmart - 13 11 55
If you're calling from outside Australia you can call us on 617 3362 2222.

1. Personal details

Account number

Title

Last name

Given name(s)

Date of birth d d / m m / y y y y

Occupation

Are you a temporary or former resident? ☐ Yes ☐ No

Daytime phone number Mobile

Email

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

Street address

Suburb/Town

State Postcode Country

Overseas Postal address (if different from above)

Street address/
PO Box

Suburb/Town

State Postcode Country

2. 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 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 year the contributions were made in which to lodge your TFN and claim a refund of any tax withheld amounts previously 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.

TFN

3. 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

4. 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	You must provide **2** of these: • 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.	• A written statement from the Department of Immigration and Border Protection (DIBP)[1] stating that: - 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. If the internet is not for you, call us and we can post the form to you.

All documents must be certified (see section 5 below).

5. Have your documents certified

You'll need to take the original documents (outlined in section 4) 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, 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.

6. Declaration and signature

I (print full name) _____

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

Applicant's signature ✗

Date d d / m m / y y y y

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

Please send the completed form and all certified documents to us:

Suncorp Superannuation
GPO Box 2585
Brisbane QLD 4001 Australia