Suncorp Portfolio Services Limited
ABN 61 063 427 958
AFSL 237905

Level 10
321 Kent Street
Sydney NSW 2000

GPO Box 1576
Sydney NSW 2001

Telephone: 02 8275 3500

Superannuation splitting by Financial Agreement

In order for a Financial Agreement to be compliant with the Trustees' requirements, please ensure that each party has obtained independent legal advice and that the following are observed:

1. The name of the superannuation fund in which the member has an interest is Suncorp Master Trust. In the first instance please refer to the Fund in full, any further reference to 'Fund' is sufficient.

2. Following the initial reference to the Fund, please insert the member's member number.

3. The correct name of the Trustee of the Fund is Suncorp Portfolio Services Limited. Initial reference to the Trustee should be made to Suncorp Portfolio Services Limited. Any subsequent reference to 'Trustee' is sufficient.

4. The Trustee requires that the payment split is undertaken in the form of a base amount which is rounded up or down to the nearest dollar.

5. The Trustee requires that an unambiguous and clear operative time is provided. Please insert the following clause:

   The operative time of this Financial Agreement is the fourth business day after the day on which the final signed Agreement and relevant accompanying documentation is served on the Trustee'.

Accompanying documentation

The following documentation is required to be provided to the Trustee along with the final signed Financial Agreement in order for it to become operative:

- A copy of the decree absolute if the parties have already divorced, or

  A Separation Declaration if the parties have not yet divorced (or if a de facto relationship has broken down). Please ensure that the separation declaration is signed by at least one of the spouses, and was signed by the last spouse to sign it not more than 28 days before the declaration is served on the Trustee

- Independent Legal Advice – Please ensure that there is an annexure to the Financial Agreement which contains certificates (one in respect of each spouse party) signed by the person providing independent legal advice stating that the advice was provided.

- If relevant, a calculation document will also need to be included which sets out how the base amount was calculated.

Where to send the draft Financial Agreement

To avoid delays, please email the draft Financial Agreement to the Trustee at

familylaw@suncorp.com.au

If you are unable to email the Financial Agreement you may post it to us at:

Attn: Group Legal – Family Law (2FI045)
Suncorp
GPO Box 1576
SYDNEY NSW 2001

What happens next

If the Financial Agreement does not comply with our requirements we will let you know what needs to be changed.

Once the Financial Agreement has been accepted by the Trustee we will provide you with a formal letter of acceptance.

When the Financial Agreement has been signed by both parties, please send a certified copy of the Financial Agreement to us at the above email or mailing address along with the relevant accompanying documentation.

We will then commence the splitting process and will be in touch with the parties to obtain any information we need to enable us to process the split.