

Suncorp Superannuation Departing Australia Super Payment form

Issued 15 March 2020

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 a blue or black pen and write in CAPITAL letters
- Use an 'x' to mark answer boxes
- Complete all sections of the form and sign and date on the last page

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

- 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.)
- I have completed all sections and signed the form.
- I have provided the necessary non-resident documents I need or applied online at www.ato.gov.au.
- I have provided the necessary proof of identity documents.
- I have attached certified copies of documents to this form.
- An acceptable certifier has certified each page of each copy of my proof of identity document(s) (and translation document(s), if my proof of identity documents are not in English).
- 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 (Australian Eastern Standard Time) Monday to Friday on:

- Suncorp Brighter Super - 13 11 55
- Suncorp Everyday Super - 1800 191 517
- Suncorp Employee Superannuation Plan - 1800 652 489

Personal details

Account number*	<input type="text"/>		
Title*	<input type="text"/>		
Given name(s)*	<input type="text"/>		
Last name*	<input type="text"/>		
Date of birth*	<input type="text" value="D D / M M / Y Y Y Y"/>		
Occupation	<input type="text"/>		
Are you a former temporary resident?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Daytime phone number*	<input type="text"/>	Mobile phone number*	<input type="text"/>
Email address*	<input type="text"/>		
Overseas Residential address* - sorry we can't accept PO Boxes			
Address	<input type="text"/>		<input type="text" value="State"/>
	<input type="text"/>		<input type="text" value="Postcode"/>
Country	<input type="text"/>		
Overseas Postal address (if different from above)			
Address	<input type="text"/>		<input type="text" value="State"/>
	<input type="text"/>		<input type="text" value="Postcode"/>
Country	<input type="text"/>		

*mandatory field

Tax File Number (TFN) Notification

It's important we have your TFN. It's up to you whether you give it to us, and it's not an offence if you don't, but we can't accept any after-tax contributions from you, it might be difficult to find super funds you may have forgotten about, to combine your super in one account, and you may pay more tax on concessional contributions (from pre-tax money - e.g. salary sacrifice) than you would otherwise. We're legally authorised to collect, use and disclose your TFN under the Superannuation Industry (Supervision) Act. And of course, we'll keep it confidential and only use it for lawful purposes, including finding or identifying your super funds, calculating tax on any superannuation lump sums, providing your TFN and other information to the Australian Taxation Office (ATO), and providing your TFN to your future super fund trustee or retirement savings account provider if you're transferring your account. These lawful purposes may change in the future, as a result of legislative changes. We won't pass on your TFN to another super fund if you write and tell us not to.

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

Name of account holder	<input type="text"/>		
Name of Australian financial institution	<input type="text"/>		
Branch name or address	<input type="text"/>		
Branch BSB	<input type="text"/>	Account Number	<input type="text"/>

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: <ul style="list-style-type: none">– A current drivers licence– A current foreign passport or similar travel document also containing your signature or a unique identifier issued by a government, the UN or agency of the UN– A National Identity Card (issued by a foreign government, the UN or an agency of the UN) also containing your signature or a unique identifier.	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. or you can apply online to the Australian Government at www.ato.gov.au

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).

Certification Procedure

- Take the originals of your identification documents (and translation, if the document is not in English) to an acceptable certifier.
- A copy of the document(s) will need to be taken, and the acceptable certifier will need to sight the original document(s) to confirm that the copy(s) is true.
- On **each** copied page, the acceptable certifier should confirm that it's a true copy of the original document by writing 'this is to certify that this is a true copy of the original which I have sighted', followed by their signature, their name, the date, their occupation or profession, their registration number (if applicable) and the legislation or rule which qualifies the certifier as an acceptable certifier under the law of the country where the copies are certified.
- Mail this form and your certified copy(s) of identification document(s) (and translation, if the document is not in English) to us (we can't accept faxes or copies of the certified documents).

Outside Australia, the following people are acceptable certifiers:

- Certain Australian trade commission, consular and diplomatic staff; and
- A person authorised by the law in that country to administer oaths or authenticate documents.

Certain Australian professionals can certify copies of documents as true and correct outside Australia. You can find details of these professions on the *Proof of identity* form, which you can access at www.suncorp.com.au/super/forms-documents.

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)	<input type="text"/>		
authorise my superannuation to be paid as instructed on this form.			
Applicant's signature	<input type="text"/>		
Date	<input type="text" value="DD / MM / YYYY"/>		

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:

Mail: Suncorp Super, GPO Box 2585, Brisbane QLD 4001