

# Macquarie Wrap Superannuation Super and Pension Switch form

Macquarie Investment Management Limited ABN 66 002 867 003 AFSL 237492 RSEL L0001281. Macquarie Superannuation Plan ABN 65 508 799 106 RSE R1004496

**Use this form to switch your account from accumulation phase (Super) to income stream phase (Pension) or vice versa. This form cannot be used to create a Term Allocated Pension or to switch into or out of Super Accumulator.**

- If you wish to refresh your existing Pension account with new monies please use the Pension Update request form instead.
- Please complete and submit the forms below if you wish to take up other **optional features** that are available on your Super or Pension account.
- Advice fees on your existing account will not carry over to your new account. To make changes to advice fees on existing accounts or apply advice fees to new accounts, your adviser is required to complete the Digital Fee Form available on Adviser Online.
- Where an in-specie transfer of assets is used to commence a pension, the assets are not received into the pension account until the day after they are transferred. Therefore, the value of these assets when the pension commences will generally be different to the transfer value due to market movements (this also applies to cash only transfers in some scenarios). This should be factored in when commencing a pension to avoid exceeding the transfer balance cap.

Optional features for your account	Super	Pension
Direct credit facility request	✓	
Direct debit request	✓	
Non-lapsing death benefit nomination	✓	✓
Change of account fees	✓	✓
Rollover authority form	✓	

## 1. Details of your existing account

Account name:

Date of birth:

Occupation:

Existing account switching **from**  
account number:

Existing account switching **to**  
(if applicable) account number:

**Note:** you cannot switch funds to an existing pension, please use the **Pension Update request form** instead. If you do not have an existing account a new account will be opened.

If you are switching from Super to Pension ► **complete sections 3-8**

If you are switching from Pension to Super ► **complete sections 2 and 4-8**

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## 2. Super details

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### Are you switching to a new super account?

Complete this section if you are switching from pension to a new super account. If you have an existing super account, you are required to switch into that account – please include the account number in Section 1.

#### Super product

Macquarie Super Manager II  
Macquarie Super Consolidator II – Elevate  
Macquarie Super Consolidator II – Engage  
Macquarie Super (Vision)



**These are the only Macquarie super products that can be switched into from your existing pension account.**



**Where you elect to switch into the Consolidator II Engage Investment Menu option, the switch cannot be processed if you are holding investments that are not available on the Engage Investment Menu option. We will not be able to process your request until all assets held in the account are those available on the Engage Investment Menu option. As Engage accounts can't trade Australian listed securities, any external brokers will also be removed as part of the switch.**

## 3. Pension details

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### A. What type of pension are you applying for?

Complete this section if you are switching from super to pension. If you have an existing pension account that you want to switch benefits into, you will need to complete a *Pension Update request* form.

#### Pension product

Macquarie Pension Manager II  
Macquarie Pension Consolidator II – Engage  
Macquarie Pension Consolidator II – Elevate  
Macquarie Pension (Vision)



**These are the only Macquarie pension products that can be switched into from your existing super account. As Engage accounts can't trade domestic listed securities, any external brokers will also automatically be removed as part of the switch.**

#### Pension type

You must nominate one of the below pension types before we can process your application.

**Transition to retirement pension** – I have reached my preservation age but have not permanently retired from the workforce.<sup>1</sup>

**Standard (account based) pension** – I declare I have met one of the conditions of release that allows me full access to my superannuation or I am rolling over an unrestricted non-preserved amount only.<sup>1</sup>

► *Where required, please supply the relevant documentation to verify you have met a condition of release.*<sup>1</sup>



**If you are under 60, please complete and attach an original TFN Declaration.**

#### Temporary resident clients

Please check this box only if you are or have been the holder of a temporary resident visa (other than a “retirement” or “investor retirement” visa) and are not an Australian citizen or permanent resident, or a New Zealand citizen. From 1 April 2009, the conditions of release under which you can access your benefits may be restricted. Please refer to your adviser or us for further information on temporary resident's conditions of release.

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1. For more information, refer to the Preservation rules section of the Technical Information Booklet (TIB), available at [macquarie.com.au/supertech](http://macquarie.com.au/supertech)

## B. How would you like your pension to be paid?

Please select your annual pension amount:

Minimum

Maximum (transition to retirement pensions only). If you select Maximum, this amount will not be prorated (ie the maximum will be paid over the remaining period in the financial year).

A specific **annual** amount over an entire (12 month) financial year Amount: \$

On 1 July, increase my annual pension payments by:

Nil A specific percentage amount: % The inflation rate (CPI)

## How often would you like to receive your pension payment?

Fortnightly: If you select fortnightly, your first pension payment will be paid 14 days after the pension commences.

Monthly Quarterly Half-yearly Yearly First pension payment month:

 **If you do not complete any payment details you are instructing us that you wish to receive the minimum annual pension amount paid monthly beginning the next available payment with an annual increase of "CPI" in line with the inflation rate.**

## 4. Account and transfer details

### A. Bank account details for withdrawals and/or pension payments

 **The bank account must be held by the member, either individually or jointly.**

For **super accounts**, the below details will be the default account details for the payment of withdrawal requests.  
For **pension accounts**, pension payments will be made to this account on or around the 15th day of the month.

**Any amendments to this section must be signed in full by the applicant. This section must be completed for pension accounts.**

Australian financial institution name

BSB Account number

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Account name:

### B. Amount to be transferred to the new account or existing account

If you are switching to a pension account and there are other funds you wish to include to commence the pension, please ensure that those contributions and/or rollovers are deposited into your existing super account before you submit this form.

Note that while there are outstanding transactions we will be prevented from giving effect to a request for a transfer of the full balance. Your request will not take effect until all outstanding transactions have settled.

**Entire balance** (your existing account will be closed).

If your account is linked to insurance, please consider the impact on your insurance cover. A full transfer of your balance may lead to your insurance cover ceasing. If you want to retain your insurance cover, you will need to retain the minimum account balance, or transfer the policy to another account. For more information on transferring or cancelling your insurance policy, please contact your insurer.

**Partial amount** by one of the following methods:

transferring: \$ from the above account to the new account,

**OR**

retaining: \$ in the above account and transferring the rest to the new account.


 **Importantly, you must leave the required minimum balance in the account - refer to the relevant Product Disclosure Statement (PDS) for minimum account balances.**

**Mandatory:** If you have selected Partial amount above, please specify the assets (including cash) to be transferred out of or remain in the existing account (depending on your election). If there is insufficient room, please attach an additional page to your request. *Missing or incomplete information may cause delays.*

Asset description	Value	Units	Full holding (please ✓)
Cash*	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		


Note:

- for listed securities you must transfer the full holding or the number of units. You cannot select a dollar value
- term deposits must be transferred in full
- term deposit maturity instructions and dividend reinvestment plans will be reset to 'cash' for all assets transferred. Your adviser will need to update these instructions online.
- where an in-specie transfer of assets is used to commence a pension, the assets are not received into the pension account until the day after they are transferred. Therefore, the value of these assets when the pension commences will generally be different to the transfer value due to market movements. This should be factored in when commencing or updating a pension to avoid exceeding the transfer balance cap.

 **Importantly, you must leave the required minimum balance in the account - refer to the applicable Macquarie superannuation Product Disclosure Statement (PDS) for minimum cash and product balances.**

\*Please ensure that the cash minimum will be maintained in this account. The relevant cash minimums are as follows: Consolidator II – Engage: \$500, Consolidator II – Elevate: \$1,000, Manager II: \$1,000, Vision: \$2,500

## 5. Deduction Notice

 **You must complete this section if you are switching your account from accumulation (super) to income stream phase (pension) and if you have made a personal contribution in the current or prior financial year and intend to claim or vary a deduction on the personal contribution. If you do not complete this section, we will proceed with your switch request.**

	For contributions made in the current financial year	For contributions made in the prior financial year
a. Contribution(s) made in the <b>financial year</b> ending:	30 June 20	30 June 20
b. <b>Personal contributions</b> (covered by this notice) that I will be claiming as a tax deduction (this amount is in addition to any amounts included in earlier Deduction Notice(s) for the relevant financial year).	\$	\$
c. <b>Varying an earlier notice:</b> If you are varying an earlier Deduction Notice by reducing the amount you wish to claim please state the total deduction amount you wish to claim for the entire financial year.	\$	\$

### Deduction notices – important information

Only complete if the switch includes personal contributions for which you wish to lodge or vary a deduction notice. This will betaken to be a Deduction Notice in the Australian Taxation Office (ATO) approved form. **You cannot lodge or vary a deduction notice for contributions once a pension has commenced based in whole or part on the contributions and in certain other circumstances. Please speak to your adviser for further information.**

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## 6. Tax File Number

If you do not provide your Tax File Number (TFN), we are unable to accept contributions made by you or someone on your behalf (other than your employer). For super accounts being established for a minor, the minor's TFN must be quoted in order for us to accept contributions for them.

Tax File Number (TFN) or TFN exemption reason:

*Please note: an exemption reason is not sufficient, in place of a TFN, for us to accept member contributions.*



**If you are under 60 and switching to a pension account, please complete and attach an original TFN Declaration.**

## 7. Beneficiary nomination

If you wish to make a nomination that is not catered for on this form, please speak to your adviser. You should update your nomination when commencing a pension. Please note we cannot accept a nomination made by an attorney or any other agent.

**Please complete either (A) or (B) but not both.**

### A. Non-lapsing death benefit nomination

Please cross this box if you have an existing valid Non-Lapsing nomination on your existing Macquarie Superannuation account which you wish to apply to this new account.

Please supply the existing account number:

*Please note: if you enter an existing account number here the existing account must have a valid Non-Lapsing Nomination (not a reversionary pension nomination).*

**To setup a new nomination, please complete the Non-lapsing death benefit nomination form.**

### B. Reversionary pension option (not available for super accounts)

It is important to note that a reversionary pension nomination generally cannot be revoked. Please speak to your adviser for further information on reversionary nominations.

Title:

Full given name(s):

Surname:

Date of birth:

Gender:

Male

Female

Street number and name or PO Box:

Suburb:

State:

Postcode::

Country:

Relationship to you:

Spouse

Qualifying child<sup>2</sup>

Interdependent person (who is not a child)

Financially dependent person (who is not a child)

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2. A qualifying child is a child who (at the time of the member's death) is: (a) less than age 18, or (b) aged 18 to 24 inclusive and is financially dependent on the member, or (c) aged 18 or more and has a qualifying disability (broadly, this is a disability that is permanent or likely to be permanent and results in the need for ongoing support and a substantially reduced capacity for communication, learning or mobility).

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## 8. Declaration and signature

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By signing this form you agree to be bound by the terms and conditions of the current Product Disclosure Statement (PDS) for the applicable product selected by you in this form. You agree that the advice fees on your existing account will continue to apply.

Before you sign this form, Macquarie Investment Management Limited (the Trustee) ABN 66 002 867 003 AFSL 237492 RSEL L0001281, or your adviser, is obliged to give you the current PDS for the applicable product you have elected to switch to. The relevant PDS should be read in conjunction with the Macquarie Superannuation Technical Information Booklet (TIB) which together form the PDS, and any supplementary PDSs before signing. The PDS will help you to understand the product and decide if it is appropriate for your needs. You must also consider each PDS and other disclosure documents for an investment option prior to placing your investment and any insurance PDS when applying for insurance through your account. This application form must not be used unless it was attached to or accompanying the PDS. The PDS is issued by the Trustee. Please note the Trustee has complete discretion whether or not to accept your application.

By signing below:

You confirm:

- a. that this form was signed in Australia
- b. that you have personally received the applicable PDS before or at the same time as you received this form. You have read and understood the current PDS and any supplementary PDSs
- c. that you understand that the PDS has been prepared without taking into account your objectives, financial situation or needs and you should consider the appropriateness of the information in the PDS before acting on the information
- d. that you have appointed an adviser and received advice from them in relation to this form, including, for those switching to Super or Pension Consolidator II, which Investment Menu option is appropriate for you
- e. that you consent to the Trustee supplying information about your portfolio to your adviser, the adviser's licensee and any authorised staff of the licensee
- f. that all information provided by you and your adviser in connection with this form is complete, true and correct and you understand that the Trustee is relying on the information in connection with carrying out its various duties and functions
- g. that you have read and understood and consent to the conditions of the tax file number collection in the applicable PDS
- h. that you will provide the Trustee with all necessary information under various laws, including the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (Cth) rules and other subordinate instruments
- i. if submitting contributions, that you are eligible to contribute based on the eligibility criteria outlined in the *Contributing into superannuation* section of the TIB, or advice received from your adviser

- j. that any additional action that requires something to be done by you (eg arranging for rollover amounts to be paid to the Trustee), you will complete the required action as soon as possible or as otherwise agreed with the Trustee
- k. that you have read and understood the Privacy Statement contained within the applicable PDS and consent to the collection, use and disclosure of your personal information in accordance with the Privacy Statement (as amended or replaced from time to time), and

You agree:

- a. to be bound by the terms and conditions disclosed in the applicable PDS, any document incorporated into the PDS by reference and any supplementary PDS
- b. to be bound by the trust deed and rules of the Macquarie Superannuation Plan
- c. that the Trustee can notify you of a change to the Investment Menu by updating the Superannuation Investment Menu available online, and
- d. that if you take out insurance through your account, we are required to cancel your insurance on and after 1 April 2020 if you have an account balance which is less than \$6,000 and on or after 1 November 2019 you have not had an account balance equal to or greater than \$6,000 and you have not elected to maintain insurance even if your account balance is less than \$6,000. You acknowledge that you can maintain your insurance even if your account balance is less than \$6,000 by making this election as part of your insurance application with the insurer.

You acknowledge:

- a. and confirm that you have received, read and understood the offer documents for each of the investments and insurance you have selected and understand that you may not have the most up-to-date information and you may not be aware of all material changes about an investment when you make additional investments
- b. that if you have selected an illiquid investment or where you have selected an investment which becomes illiquid, you understand that the nature of such an investment may mean that should you, at a future time, request that the illiquid part or all of your portfolio be rolled over or transferred, your request may not be able to be processed within the standard 30 day period
- c. that if you elect to close a super account, any existing insurance arrangements may cease
- d. that if you do not provide the Trustee with information as requested, or there is a delay in providing the Trustee with this information, you understand that the Trustee may not be able to open your account. You understand the Trustee is not liable for any loss incurred by you as a result of any action of the Trustee which either delays the account being opened or results in this application being declined, when these actions are necessary for the Trustee to process your application
- e. that you can change your marketing preferences by visiting [macquarie.com.au/optout-bfs](https://macquarie.com.au/optout-bfs)
- f. that your existing fund may charge fees or costs on exiting; please check with them

- g. that moving funds may have taxation, investment and insurance implications; we recommend you consult with your adviser, and
- h. that you may apply for further products from Macquarie in the future and the information provided by you in this application form, or to your financial adviser, to enable the Macquarie group to comply with its obligations under the US Foreign Account Tax Compliance Act (FATCA) and the Common Reporting Standards (CRS) under the Taxation Administration Act 1953 (Cth), their supporting regulations and any related laws or official guidance designed to implement those laws in Australia is correct and where relevant reflects your tax status. You agree that you will promptly notify and provide Macquarie with any changes to the information provided by you in connection with FATCA and CRS and on request with any further information which is necessary or desirable for Macquarie to comply with any obligations it may have.
- b. your adviser and their Associates to receive and access your personal information (Data) for the purpose of managing your investment and conducting such transactions you authorise. You acknowledge that you need to inform the Trustee as soon as possible of any change in relation to this authority or your adviser
- c. the Trustee to follow up any outstanding issues with your rollover instructions or payments to your adviser and/or advice licensee. You confirm that any advice fees relate solely to services relating to the provision of superannuation benefits to you and is not part of an early release scheme. You authorise the Trustee to deduct such fees from your Cash Account/Cash Hub/Wrap Cash Hub on the terms set out in the applicable PDS. You acknowledge that where your adviser and/or advice licensee changes or is removed, such payments may change or cease as stated in the PDS
- d. the Trustee to update your personal details (including contact details), where a Government agency notifies us that the details we have on record for you are incorrect, and
- e. sharing of your Data with third party service providers used by you or your adviser and their Associates as described in the PDS. You consent to the Trustee communicating with you electronically by using any email address or mobile telephone number nominated by you or by making the communication or other information available to you using Macquarie Online accessible from [online.macquarie.com.au](http://online.macquarie.com.au) or any other website, app or online portal used for Macquarie Wrap in the future, at a location notified to you or in any other way agreed with you. Any email address or mobile telephone number provided to the Trustee for these purposes should be an email address or mobile phone number which you access regularly and you agree to notify the Trustee promptly if you change this email address or mobile telephone number. You acknowledge that it is your responsibility to regularly check your nominated email address and mobile phone or Macquarie Online to access reporting and ongoing disclosure in relation to your account.

#### **For those switching to Super/Pension Consolidator II**

##### **You acknowledge:**

- a. that you may switch between the Engage and Elevate Investment Menu options in accordance with the terms, and subject to the applicable fees and costs, as set out in the PDS. You acknowledge that there are different Wrap Cash Hub minimum balances that apply for each Investment Menu option and that in some circumstances, there may be a delay in switching from your existing Investment Menu option, and
- b. that where you invest in the Engage Investment Menu option, there are only a limited number of Eligible Investments available, all or most of which may be issued by entities related to the Trustee.

#### **For those switching to Super/Pension Consolidator II or Super/Pension Manager II or Macquarie Super/Pension**

##### **You acknowledge:**

- a. that your interest in any holdings in the relevant cash hub or any term deposits will not be directly protected by the Federal Government's Financial Claims Scheme (FCS). You understand you may have a pro-rata entitlement to the Fund's aggregate cap amount of \$250,000 per deposit account per authorised deposit-taking institution and that this entitlement ranks in proportion with all other members' relevant cash hub and term deposit holdings
- b. that investments other than any holdings in the relevant cash hub and term deposits with Macquarie Bank Limited (MBL) ABN 46 008 583 542, are not deposits with or other liabilities of MBL or of any Macquarie Group company, and are subject to investment risk, including possible delays in repayment and loss of income or principal invested. You further acknowledge that neither MBL, Macquarie Investment Management Limited, nor any other member company of the Macquarie Group guarantees the performance of the Super and Pension product or the repayment of capital from the Super and Pension product or any particular rate of return of the investments purchased through the Super and Pension product.

#### **All applicants**

You authorise:

- a. your adviser and other people working in or for their organisation (Associates) to provide additional information required to open your account that has not been included on this form

#### **If you have completed the Deduction Notice in section 5 and you have not previously lodged a notice with the Fund for these contributions**

I confirm:

- I am lodging this before both of the following dates:
  - the day that I lodged my income tax return for the year stated for the respective contribution(s), and
  - the end of the financial year after the year stated for the respective contribution(s)
- at the time of completing this notice:
  - I intend to claim the personal contributions stated in the Deduction Notice (in section 4) above as a tax deduction
  - the Trustee has not begun to pay a pension based in whole or part on these contributions
  - I have not included these contributions in an earlier notice
  - for any contributions listed in section 4, the Fund still holds these contributions, and
- I understand that I cannot vary this notice after a pension has commenced, and
- the information given on this form is correct and complete.

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**If you have completed the Deduction Notice in section 5 and have already lodged a notice with the Fund for these contributions and wish to reduce the amount stated in that notice.**

I confirm:

- I intend to claim the personal contributions stated in the Deduction Notice section in 4 above as a tax deduction
- I wish to vary my previous notice for these contributions by reducing the amount I advised in my previous notice. I confirm that either:
  - I have not yet lodged my income tax return for the year stated for the contribution and this variation notice is being lodged on or before 30 June of the following financial year, or
  - the ATO has disallowed my claim for a deduction for the relevant year stated for the respective contribution and this

notice reduces the amount stated in my previous notice by the amount that has been disallowed.

**For investors signing under power of attorney**

If you are signing under power of attorney, you confirm that you have no notice of the revocation of the power of attorney.

**For investors who are or have been outside of Australia**

The Trustee does not intend this financial product to be marketed directly or indirectly to applicants outside of Australia. You acknowledge that neither the Trustee nor your financial adviser has marketed or promoted this financial product outside of Australia to you.

**For investors accessing the PDS online**

You have personally received the electronic PDS or a paper printout of the electronic PDS accompanied by or attached to this application form before or at the same time as you received this application form.

Signature

Date

Title:

Full name



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## Sign

- ☒ Wet signature, or
  - ☒ Electronic signature from an approved provider.
- Visit Help Centre to view our requirements.

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## Submit

-  Upload to **Request Centre** (advisers only)
-  Email to **wrapsolutions@macquarie.com**
-  Mail to **GPO Box 4045, Sydney, NSW, 2001**

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## Need Help?

If you're an adviser, you can visit **Adviser Help Centre** or chat to us through Adviser Online

If you're a client, you can visit our **Personal Help Centre**, speak to your adviser, or call us on 1800 025 063