



Why choose Prime Super?

(Prime division)

About this brochure

Part 1 of this brochure has been designed to help you choose a super fund that's right for you.

Part 2 of this brochure forms part of the Prime Super *Short-Form Product Disclosure Statement (Short-Form PDS) – Superannuation (Prime division)*, dated 1 July 2015. It's more detailed and contains information about Prime Super's products, features, fees and administration, not already contained in the *Short-Form PDS*.

- We're committed to providing personal support to help you achieve your retirement goals
- We're not-for-profit... so we are run only to benefit members
- We're industry super... so our fees are typically lower
- We offer competitive insurance benefits to members
- We're committed to making super simple

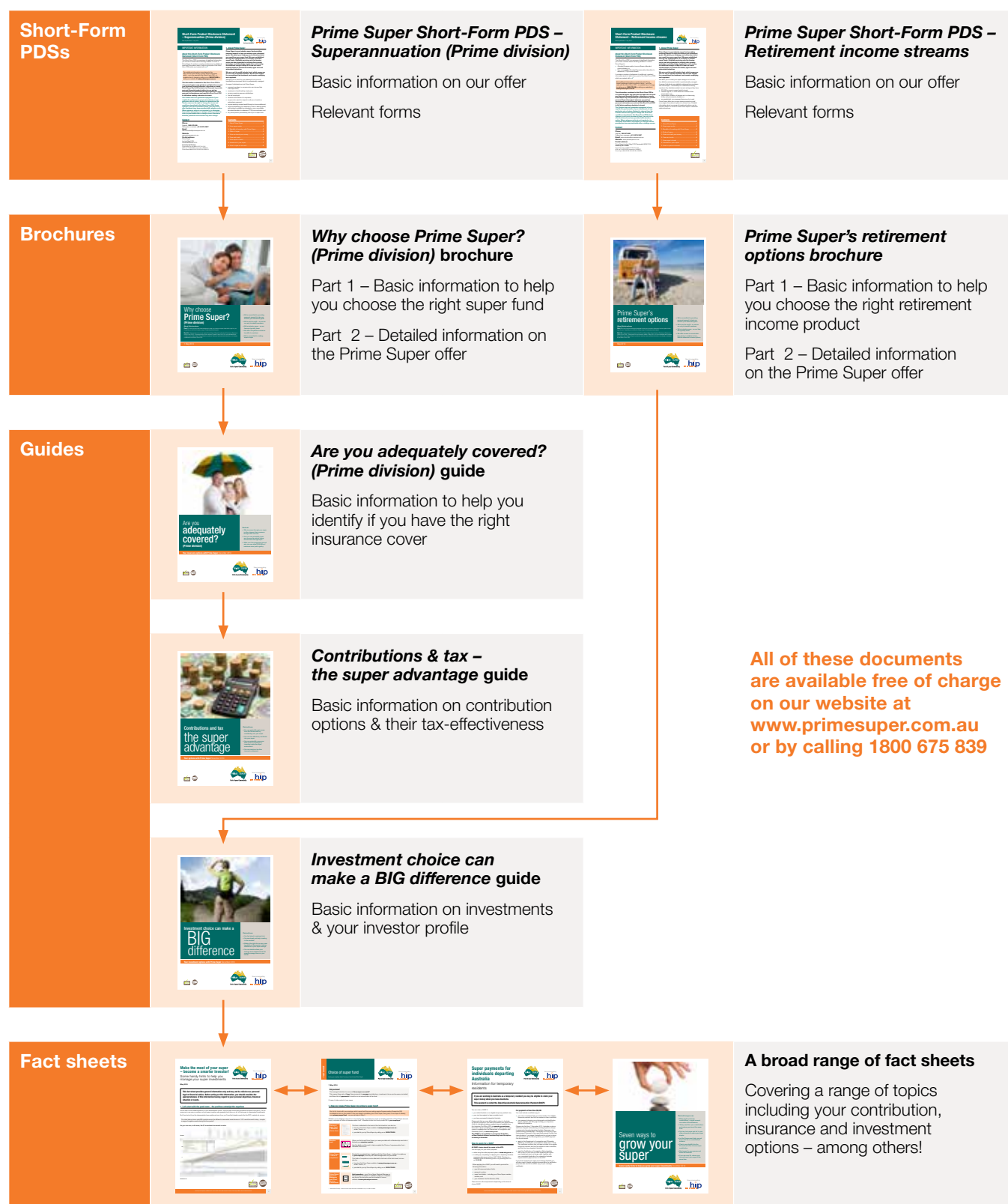
1 July 2015



1. KNOWLEDGE IS POWER

Super is one of the **most tax-effective savings** vehicles in Australia. If you understand how super can work for you, you might just be amazed at how much money **you can save** in the long run.

To help you better understand your entitlements, we have created a series of documents. The documents relevant to you will depend on your circumstances.



2. SUPER FACTS AND STATS

To be 'comfortable' in retirement, you will need a lump sum of **\$430,000** at age 65.¹

Are you on track?

Most Australians aren't!

If you are a low to middle income earner, you can get **free** money from the Government in the form of a **co-contribution**.

Read the *Government co-contribution scheme* fact sheet.

Australians are critically **under-insured**.

Less than one third of Australians insure their ability to earn an income!²

Insurance through super is **cost-effective**!

Over 80% of Australians have more than one super account.³

This means multiple fees which can result in the loss of thousands of dollars!

It's **easy to rollover** your accounts into Prime Super – just read the *Why have multiple super funds* fact sheet.

Australia's population is **ageing**.⁴ This means, in the future, there will be less people in the workforce to support the economy.

When you retire, the Government therefore may not be able to help you as it helps retirees now.

Will you have enough money saved to **fund your own lifestyle** for upwards of 20 years?

Did you know?

If you don't provide a valid nomination, in the event of your death your super savings could be paid to individuals decided by the **Trustee or courts**.

Be sure to nominate your beneficiaries – use the form at the back of this brochure or go online at **www.primesuper.com.au**.

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¹ ASFA-Westpac Retirement Standard (based on figures released June 2014) – This is a study which measures the cost of a modest or comfortable lifestyle in retirement, in dollar terms, and adjusts these costs quarterly in line with the cost of living. www.superannuation.asn.au/resources/retirement-standard

² www.lifewise.org.au/about-the-lifewise-campaign/underinsurance,-a-problem.aspx

³ Fact sheet 'Why have multiple super funds?...' Prime Super – May 2014

⁴ www.abs.gov.au – Population by Age and Sex, Regional Australia 2012

3. FIVE KEY CONSIDERATIONS TO GET YOU ON TRACK

Before choosing a super fund, it's important to understand how you can make the most of your super. Only then will you know if a super fund offers the right range of products and services to suit your needs.

At Prime Super, we believe there are five key questions you should ask yourself.

1. Am I on track?

To achieve a "comfortable" standard of living in retirement, you need an annual income of almost \$42,500 (for a couple, this is just over \$58,000) in retirement.¹

To achieve this, assuming a retirement age of 65, you would need a \$430,000 lump sum on retirement (or \$510,000 for a couple).

Are you on track?

If you're like the majority of Australians, then probably not!

You might want to consider contributing extra funds into your super. You can potentially:

- make before or after-tax contributions;
- receive the Government co-contribution; and/or
- receive contributions from your spouse.

You should always be aware of your contribution limits as additional tax applies.

Does the fund you're considering allow you to make additional contributions?

Prime Super does!

✓ Check out our *Contributions & tax – the super advantage guide*, the *The Government co-contribution scheme fact sheet* and the *7 ways to grow your super fact sheet*.

2. Am I choosing the right investments?

Making the right investment choice can mean the difference between achieving and not achieving the lifestyle you want in retirement.

You should ensure your investment strategy will:

- achieve your long-term objectives;
- provide you with the benefits of diversification;
- meet your needs as you get older or your circumstances change; and
- suit your level of risk tolerance.

Does the fund you're considering offer flexible investment options?

Prime Super does!

✓ Check out our *Investment choice can make a BIG difference guide*.

¹ Westpac-ASFA Retirement Standard (based on figures released June 2014) – This is a study which measures the cost of a modest or comfortable lifestyle in retirement, in dollar terms, and adjusts these costs quarterly in line with the cost of living – www.superannuation.asn.au/resources/retirement-standard

3. Am I adequately protected?

The Australian population as a whole is critically under-insured.

Research conducted in 2008 revealed one in two industry fund members were under-insured by \$100,000 or more.²

Outside of this, less than a third of Australians insure their ability to earn an income.³

Insurance through super is typically available at lower rates than outside of super. It's important you identify:

- what cover you currently have;
- how much extra cover you may need; and
- what type of cover you may need to protect your savings.

Does the fund you're considering offer competitive, cost-effective insurance cover?

Prime Super does!

✓ Check out our *Are you adequately covered? guide* and the supporting insurance fact sheets.

4. Is my super with one fund only?

Over 80% of Australians have more than one super account.⁴ Multiple accounts mean multiple fees, which over time can significantly erode your savings.

Let's say you have money invested in four super funds and for the three funds you no longer contribute to, you're charged \$350 a year in fees. In five years you'll have paid \$1,750 and after 30 years a whopping \$10,500 in fees!

And that doesn't even include the interest you will have foregone on this amount.⁴

Does the fund you're considering allow you to roll over additional funds?

Prime Super does!

✓ Check out our *Why have multiple super funds? fact sheet*.

5. When should I retire?

There is a lot to consider when making the decision about when to retire. It's important to take into account whether:

- you can afford to retire based on your current savings and planned expenses; and
- you can move to part-time work arrangements, and ease yourself into retirement.

If your super fund offers a retirement product, this may make this sometimes difficult period in your life, a little easier.

Does the fund you're considering offer retirement products?

Prime Super does!

✓ Check out our *Prime Super Short-Form PDS - Retirement income streams* and *Prime Super's retirement options* brochure.

2 Australian Institute of Superannuation Trustees Media Release – Under-insured and most don't know it: Super fund survey. 3 June 2008

3 <http://www.lifewise.org.au/about/underinsurance-a-problem-in-australia>

4 Fact sheet – 'Why have multiple super funds?' – Prime Super, May 2014

4. WHAT TO LOOK FOR IN A SUPER FUND

There are literally hundreds of super funds out there. So how do you know which one is right for you? The following checklist may help you decide.

Fund feature	Prime Super	Importance to you			Details of other fund/s	
		High	Medium	Low		
Personal support	Prime Super is an industry super fund providing personal support to help you achieve your retirement goals. We speak your language and have the knowledge and experience to help you maximise your super during and after your working life.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Not-for-profit status	We are a not-for-profit fund meaning we are run only to benefit members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Product choice	We offer a super product for: <ul style="list-style-type: none">personal members i.e. anyone who can choose their own super fund;employees of participating employers;anyone receiving spouse contributions;the self-employed;directors and officers of companies;anyone who wants to deposit a rollover, transfer or redundancy payment;anyone receiving a super benefit through a divorce settlement;anyone transitioning into retirement or who is already retired, and wishes to establish an income stream; andany other person permitted by law to join a super fund.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Commission-free financial advice	We offer low cost, commission-free financial advice. The first consultation with a financial planner is at no charge – it is then up to you whether you proceed based on the quote provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Insurance arrangements	We provide a range of competitive, flexible and cost-effective insurance options: <ul style="list-style-type: none">Death (including Terminal Illness) & Total and Permanent Disablement (TPD) insurance;Death only insurance (including Terminal Illness); andIncome protection insurance. A default level of insurance cover is available to eligible members without the need to provide medical information provided you meet certain eligibility requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Investment choice & returns	We offer a choice of nine different investment options, made up of four pre-mixed options and five sector options.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Pre-mixed options		5 year average return ¹	10 year average return or since inception ²		
	1. MySuper		8.52%	5.43%		
	2. Managed growth		7.46%	4.29%		
	3. Conservative		5.84%	3.50%		
	4. Alternatives		6.71%	-0.41% ⁴		
	Sector options		5 year average return ¹	Since inception ³		
	1. Australian shares		10.60%	5.37%		
2. International shares		10.70%	3.40%			
3. Property		4.55%	3.43%			
4. Fixed interest		6.26%	5.17%			
5. Cash		3.35%	3.98%			

1 The compound average effective rate of net earnings of the investment option for the period of 5 years ending 30 June 2014.

2 The compound average effective rate of net earnings of the investment option for the period of 10 years or since inception ending 30 June 2014.

3 The compound average effective rate of net earnings of the investment option for the period since inception ending 30 June 2014 as options first offered to members on 1 January 2006.

4 The compound average effective rate of net earnings of the investment option for the period since inception ending 30 June 2014 as option first offered to members on 1 July 2007.

Fund feature	Prime Super		Importance to you			Details of other fund/s
			High	Medium	Low	
Fees and charges	As an industry fund, we offer some of the lowest fees in the market.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Investment fee	Nil				
	Administration fee	\$1.40 p/w^(net) (\$72.80 p.a.) plus 0.5% p.a.^^(net) of your account balance to \$100,000, then nil on amounts over \$100,000				
	Buy-sell spread	Nil				
	Switching fee	Nil				
	Exit fee	Nil – unless balance is transferred to an Eligible Rollover Fund (ERF) then \$10.00 (net)** is charged				
	Establishment fee	Nil				
	Contribution fee	Nil				
	Withdrawal fee	Nil				
	Indirect cost ratio fee	A percentage of your account balance depending on the investment option/s you are invested in. This cost is deducted from your investment earnings and not directly out of your account.				
Contribution options	The following contributions can be made into a Prime Super account: <ul style="list-style-type: none">• before-tax (salary sacrifice);• after-tax;• employer Superannuation Guarantee (SG);• rollovers from other funds;• contributions into an account on behalf of your spouse;• contributions from your spouse into your account;• contribution splits;• the Government co-contribution; and• the low income super contribution (LISC)*.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Benefit options	The following benefit options are available: <ul style="list-style-type: none">• withdrawals;• retirement benefits;• death benefits;• Terminal Illness benefits;• total and permanent disablement benefits;• income protection benefits; and• financial hardship and compassionate benefits. Restrictions may apply.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Communications	Prime Super communicates with members through a variety of channels: <ul style="list-style-type: none">• annual report (issued as at 30 June);• annual benefit statements (issued as at 30 June);• half-yearly contribution summary (issued as at 31 December);• periodic newsletters;• significant event notices;• website – www.primesuper.com.au		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Education	Prime Super’s Regional Managers are located nationally and pay regular visits to client sites. On request, seminars are provided and where possible, financial planners are in attendance.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

* Please note that the LISC is only available for concessional contributions made up to and including the 2016-17 financial year and determination by the ATO as to whether the LISC is payable will cease on 30 June 2019. Please see www.ato.gov.au/super for further information.

** \$11.76 (gross) less tax benefit of \$1.76.

^ \$1.65 per week (gross) less tax benefit of \$0.25.

^^ 0.588% (gross) less tax benefit of 0.088% p.a.

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PART 2

Part 2 of this brochure forms part of the *Prime Super Short-Form PDS – Superannuation (Prime division)*, dated 1 July 2015. The *Short-Form PDS* provides information to help potential members and employers assess the merits of joining Prime Super and compare this product with other products they may also be considering. Potential members and employers should read this document carefully before making any decision.

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2. HOW SUPER WORKS

Your member account

All members' funds are pooled together to reduce transaction costs. The value of each member's investment is recorded in their member account. Except for the income protection benefit, which is entirely made up of insurance payments, benefits paid to you by the Fund are paid from, or include, the balance of your member account.

The balance of your member account equals:

- the total contributions and transfers paid into your member account; **less**
- taxes, fees and charges, insurance premiums and any previous withdrawals or transfers out of your member account; **plus or minus**
- investment gains or losses.

Investment earnings are calculated on members' account balances on a monthly basis after deductions for insurance premiums (if applicable) and all applicable taxes, fees and charges.

Investment earnings are allocated to members' accounts at 30 June each year or upon exit from the Fund. Investment gains or losses are reported to members in dollars. The total investment gains or losses added to an account equals the compound effect of monthly investment returns less all applicable taxes, fees and charges. If a member leaves the Fund during the year (i.e. withdraws their balance as a lump sum and ceases to be a member), the member's account balance will be credited (or debited) with the monthly crediting rates (positive or negative) up to the end of the month of the last determined monthly crediting rate. For the period from this date to the date of withdrawal, the Trustee applies an interim crediting rate which is generally 0%. The Trustee reserves the right to apply a different rate in times of significant market fluctuation.

The Trustee reserves the right to adjust investment earnings where it believes it would be unfair or a breach of fiduciary duty not to act to protect the interests of all members of the Fund. A withdrawal fee may apply to the payment of your member account. Please see the *Fees and costs* section of this brochure for further information. If you need more information on the payment of benefits, please call Prime Super on **1800 675 839**.

When benefits can be paid

The Government has placed restrictions on when you can claim your super benefits. In general, access to your super will depend upon the 'preservation' classification that applies. There are three classes of preservation.

1. Preserved benefits

All contributions (including any voluntary contributions you make) and earnings paid or accruing from 1 July 1999, are 'preserved'. Employer termination payments (ETPs) are also fully preserved. This means that preserved benefits cannot be accessed until you meet a condition of release set by the Government.

2. Restricted non-preserved benefits

These benefits are not preserved but cannot be cashed until you leave your job with your current employer or are otherwise eligible to take a benefit from the Fund.

3. Unrestricted non-preserved benefits

These are benefits that are generally rolled over from another super fund which could have been cashed at a previous point in time. These benefits can be paid out at any time.

Preservation of benefits is complex and the Government may change the rules from time-to-time. Up to date information can be obtained by calling us on **1800 675 839**.

If you require further information we can refer you to a financial planner. Please contact us on **1800 675 839** for further information.

At the date of this brochure, preserved benefits can generally only be paid upon:

- taking advantage of a transition to retirement strategy;
- permanent retirement at or after your preservation age;
- reaching age 65;
- reaching age 60 and ceasing gainful employment with an employer;
- satisfying the compassionate grounds tests;
- meeting the financial hardship requirements;
- suffering total and permanent disability;
- diagnosis of a Terminal Illness;
- permanent departure from Australia if you are an eligible temporary resident;
- satisfying any other condition of release as specified in superannuation legislation;
- having less than \$200 in your account and ceasing employment with your employer; and
- death.

Preservation age

Your preservation age is as follows:

Date of birth	Preservation age
Before 1 July 1960	55
1 July 1960 – 30 June 1961	56
1 July 1961 – 30 June 1962	57
1 July 1962 – 30 June 1963	58
1 July 1963 – 30 June 1964	59
After 1 July 1964	60

The Prime Super retirement income streams

Prime Super has its own retirement income stream products. If you decide that you would like to have a steady income stream throughout your retirement, we can set up an income stream account for you. We offer two income stream products and your circumstances will determine which retirement income stream product is best suited to your needs.

An allocated income stream

An allocated income stream lets you convert your super into a regular income **in retirement**. It gives you easy access to your super savings and may have some tax advantages. You do not have to be an existing Prime Super member to take advantage of this product, you just need to have more than \$10,000 in super savings and have either met your preservation age or another condition of release (as detailed on the previous page).

Before you open an allocated income stream, it's a good idea to consolidate all of your super accounts because once you open an account you are not allowed to deposit any more money into it.

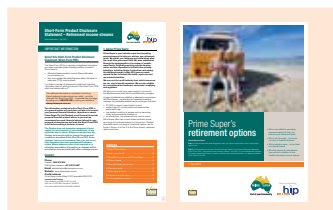
A non-commutable allocated income stream (transition to retirement (TTR) income stream)

A TTR income stream is similar to the allocated income stream except it provides you with:

- flexibility in transitioning to retirement;
- a tax-effective income stream drawn from your super account **while you are still working**; and
- restrictions on lump sum withdrawals.

With a TTR income stream, you can only withdraw lump sums if you meet the conditions of release as specified in this brochure.

When you retire or reach the age of 65, a TTR income stream will automatically transfer to an allocated income stream.



For further information on Prime Super's retirement options, please refer to the Prime Super *Short-Form PDS – Retirement income streams* or the *Prime Super's retirement options* brochure.

Benefit payments to temporary residents leaving Australia

If you are working in Australia as a temporary resident, you may be eligible to claim your super money when you leave Australia. This payment is called the Departing Australia Superannuation Payment (commonly referred to as "DASP"). You are only eligible for the DASP if you are not an Australian or New Zealand* citizen and:

- you visited on an eligible temporary resident visa;
- your visa has expired or has been cancelled; and
- you have permanently departed Australia.

You may still be able to return to Australia on another visa even if you claim and receive your DASP.

If you are eligible for the DASP, you can apply for the payment online through the Australian Taxation Office (ATO) website (www.ato.gov.au), or you can apply for the payment in writing by completing an 'Application for a departing Australia superannuation payment' form (NAT 7204) which can be downloaded from the ATO website or obtained by calling the ATO on **13 10 20**. This form should only be used if the Trustee has not paid your super money to the ATO as unclaimed super.

If you have not claimed your super from the Trustee and:

- at least six continuous months have passed since you left Australia and your visa ceased to be in effect; and
- you are not the holder of a temporary or permanent visa,

the ATO may require the Trustee to pay any outstanding amounts in your account to the ATO as unclaimed super. You can then apply to the ATO for the payment by completing an 'Application for payment of unclaimed super – individual' form (NAT 71685).

The Australian Securities and Investments Commission (ASIC) has granted relief under Class Order [09/437] to trustees of regulated super funds from notifying and providing exit statements to temporary residents who leave Australia and whose super is transferred to the ATO. In the event that your super is transferred to the ATO, we will rely on the Class Order relief and will not issue you with an exit statement at the time of, or after, the transfer of your benefit. However, where possible, we will provide you with a letter confirming the transfer.

You can obtain more information about the DASP by calling Prime Super on **1800 675 839**.

* From 1 July 2013, eligible individuals may transfer their retirement savings between Australia and New Zealand after their emigration from one country to the other.

Payment restrictions

The Trustee is subject to a range of legislation, some of which restricts our ability to pay benefits. In particular, payments cannot be made to any person unless that person provides sufficient identification to enable payments to occur in compliance with the *Anti-Money Laundering and Counter Terrorism Financing Act 2006 (Cth)*.

How to claim benefits

To claim a benefit please contact us on **1800 675 839** and we will send you the necessary paperwork. As noted on the previous pages, certain conditions must be met before a benefit can be paid.

How benefits are paid

The Fund can pay benefits as:

- a lump sum or series of lump sum draw-downs;
- an allocated income stream;
- a TTR income stream; or
- a combination of the above.

Some methods of payment are not available for some types of benefits and this may change over time. For more information on how benefits are paid or the payment options available to you, please call us on **1800 675 839**.

If you require further information we can refer you to a financial planner. Please contact us on **1800 675 839** for further information.



More information about the income stream options available to you, can be found in the *Prime Super Short-Form PDS – Retirement income streams* and the *Prime Super's retirement options* brochure.

Transfer to an Eligible Rollover Fund (ERF)

In special circumstances, we may transfer your benefit to an ERF without your permission. An ERF is a fund designated by the Australian Prudential and Regulation Authority (APRA) to receive and invest the entitlements of super members in certain circumstances. This usually occurs if you have a small account balance that has been inactive for more than 18 months. We may also pay your benefit to an ERF if:

- you request a benefit payment but do not provide adequate instructions on how to pay the benefit;
- we have not been able to contact you and believe you may be uncontactable; or
- we are required to do so by law.

If your benefit is paid to an ERF you will no longer be a member of Prime Super and any insurance cover you have will cease. Instead, you will become a member of the ERF and your benefit will be subject to its governing rules. If your benefit is transferred to the ERF, they should send you a copy of their *PDS*.

The Trustee charges members a fee of \$11.76 (gross) for a transfer to its ERF. The ERF chosen by the Trustee is the Super Money Eligible Rollover Fund (SMERF), which can be contacted at:

Mail SMERF
Locked Bag 8840
Wollongong NSW 2500

Free call 1800 114 380
Free fax 1800 118 307
Email administration@smurf.com.au
Web www.smurf.com.au

Contributing to Prime Super

The Trustee will accept money into the Fund either as contributions or transfers. Contributions are monies that are invested into the super system for the first time. Benefit transfers or rollovers are monies that have already been invested into the super system that are transferred to Prime Super.

Contributions may be made by BPAY®, direct debit or cheque.

BPAY® or direct debit

Please contact us on **1800 675 839** or go online at **www.primesuper.com.au** for information on how to make contributions by BPAY® or direct debit.

Cheques

Contributions paid by cheque should be made out to 'Prime Super' and posted to:

Prime Super
Locked Bag 5103
Parramatta NSW 2124

Minimum contributions

The Trustee does not impose minimum contribution limits. However this may change in the future.

Contribution types

The Trustee can accept the following contributions:

Employer contributions	The <i>Superannuation Guarantee (Administration) Act 1992</i> requires all employers to pay super contributions on behalf of eligible employees. These compulsory employer payments are called the Superannuation Guarantee (SG).
Voluntary personal contributions	Voluntary personal contributions are additional contributions you make to your account to boost your super savings. Voluntary contributions can be made either before or after tax. Contributions made before-tax are called concessional contributions and those made after-tax are called non-concessional contributions. The Government limits the amount of concessional and non-concessional contributions you can make. For more information see Section 7 of this brochure and the current <i>Short-Form PDS – Superannuation (Prime division)</i> .
Rollovers and transfers	The Trustee accepts rollovers and transfers of money from other super funds or retirement savings accounts. To organise a transfer, contact the Trustee or complete the <i>Rollover your super form</i> attached to this brochure.
Spouse contributions and contribution splitting	We allow you to make contributions to your spouse's super account on their behalf. We also accept contributions your spouse makes to your account on your behalf.
Government co-contribution	If you are a low to middle income earner and make voluntary after-tax contributions to your super, you may be entitled to a Government co-contribution. For more information on co-contributions see Section 7 of this brochure or go to www.ato.gov.au/super .
Low income superannuation contribution (LISC)	<p>For the 2012-13 to 2016-17 income years, if you earn less than \$37,000, the government will refund the 15% contributions tax for concessional (before-tax) contributions made by you, or for you, up to a maximum of \$500. For more information about the LISC please go to www.ato.gov.au/super.</p> <p><small>* Please note that the LISC is only available for concessional contributions made up to and including the 2016-17 financial year and determination by the ATO as to whether the LISC is payable will cease on 30 June 2019. Please see www.ato.gov.au/super for further information.</small></p>



For further information on the contribution options available to you and the associated potential benefits, read the *Contributions & tax – the super advantage* guide.

Benefits paid by Prime Super

Prime Super is able to pay the following benefits:

- withdrawals;
- retirement benefits;
- death benefits;
- Terminal Illness benefits;
- total & permanent disablement benefits;
- income protection benefits; and
- financial hardship & compassionate benefits.

Withdrawal benefit

If you leave Prime Super you are entitled to have the balance of your member account paid to your new super fund. This is called a withdrawal benefit.

You can access your super in a number of ways (subject to Government restrictions) including:

- as a lump sum (please note that preservation restrictions apply to lump sum payments. Please see page 10 for further information on preservation);
- by rolling part or all of your account to another complying super fund; or
- a combination of the above.

However it's important to remember that you don't have to take a withdrawal benefit. You can keep your savings in Prime Super and instruct your new employer to pay future contributions into your Prime Super member account. You can do so by completing the attached *Choice of superannuation fund – Standard choice form* and providing it to your employer.

If you do decide to change funds, we will arrange for your benefit to be rolled over to your new fund or retirement savings account once we have received the final contribution from your previous employer.

Retirement benefit

If permitted by law, you can receive a retirement benefit which can be taken as a lump sum or an income stream.

You may be able to draw on your retirement benefit if you are aged 55 or over and still working by using a TTR income stream (see page 11). If you do not use a TTR income stream, you must generally meet one of the following conditions before you can access your benefit. You must have reached:

- your preservation age and be permanently retired from the workforce;
- age 65; or
- age 60 and have ceased gainful employment with an employer.

Your retirement benefit becomes exhausted when the balance of your member account reaches zero. Payments to you from Prime Super must include both tax-free and taxable components (where they both exist) in portions reflecting the make-up of your total benefit.

Death benefit

If you die while a member of the Fund, your member account balance will be paid to your beneficiaries as an income stream or as a lump sum. In addition, any insured benefit may also become payable provided the insurer approves a claim made for payment.

For more information please see section 8 of this brochure.

Nominating a beneficiary

Who receives your Death benefit when you die depends on the law and what you instruct us to do. You have two options:

- do nothing, in which case the law requires us to pay your benefit to your dependants or estate or, if neither exists, to another person as required by law; or
- complete a *Nomination of beneficiaries form* which enables you to make either a 'preferred' or 'binding' nomination with regards to who receives your benefit in the event of your death.

Preferred beneficiaries

These are people who you would prefer to receive your Death benefit should you die while a member of the Fund. The Trustee will take your preference into account when making a payment but will ultimately decide who should receive your Death benefit according to superannuation law.

Binding beneficiaries

If you would like more certainty over who will receive your Death benefit, you should make a binding nomination/s. A binding nomination is legally binding and sets out the dependants and/or legal personal representatives that you would like to receive your Death benefit. This means that upon your death, your benefit will be paid to the people you want to receive it as long as your nomination is valid, and the people you have nominated qualify as dependants or legal personal representative (as defined under super law) at the time the benefit is paid.

A binding Death benefit nomination is only valid for three years and overrides any preferred nomination that you may have made. A binding nomination of beneficiary may be appropriate if your personal circumstances are stable.

Please note: Prime Super will notify you in writing when your nomination is due to expire, so that you have the chance to update it in time.

You can amend or cancel your binding beneficiary at any time.

To **amend** a binding beneficiary, please complete a *Nomination of Beneficiaries form* nominating your new beneficiary and send it back to us.

You will need to inform us in writing if you would like to **cancel** your binding beneficiary.

Who is a dependant?

Under superannuation law, a dependant includes:

- a spouse (including same-sex partners), regardless of whether the spouse is financially dependent on you. A spouse also includes a de facto, meaning a person who although not legally married to you, lived with you on a genuine domestic basis as your husband or wife at the time of death;
- a child including a biological, adopted, or step-child, regardless of whether the child was financially dependent on you;
- any person who was financially dependent on you at the time of death;
- a person with whom you have an interdependent relationship. Two people may have an interdependent relationship if:
 - they have a close personal relationship; and
 - they live together; and
 - one or each of them provides the other with financial support; and
 - one or each of them provides the other with domestic support and personal care.

An interdependent relationship may also exist where there is a close personal relationship between two people who do not satisfy other criteria because either or both of them suffer from a physical, intellectual or psychiatric disability.

Examples of interdependent relationships may include:

- same-sex couples who reside together and are interdependent;
- siblings who reside together; or
- an adult child who resides with and cares for an elderly parent.

Terminal Illness benefit

If you are diagnosed as having a Terminal Illness whilst you are a member of Prime Super, an amount equivalent to your Death benefit may become payable while you are still alive, provided the Insurer approves the claim for payment.

For more information, see section 8 of this brochure.

Total and Permanent Disablement benefit

If you become totally and permanently disabled (TPD), the balance of your member account may become payable. In addition, any insured benefit may also become payable provided the Insurer approves your claim. All TPD benefits must be assessed by the Trustee before any payment is made, to ensure all payments are made in accordance with the relevant legislation and the Trust Deed.

As each claim is assessed by the Trustee and Insurer separately, it's possible for the Trustee to conclude that you qualify for a TPD benefit while the insurer concludes that you do not qualify for the benefit. If this occurs, the Trustee will pay the member account portion of the TPD benefit and liaise with the Insurer to consider your claim for the insured portion of the TPD benefit.

The Trustee has no obligation to pay the insured portion of the TPD benefit to you unless and until it is paid by the Insurer.

For more information, see section 8 of this brochure.

Income protection benefit

Income protection benefits provide a regular income of up to 85% of your monthly income (where any benefit in excess of 75% is paid to Prime Super as a super contribution) for up to two years provided you are not working and should the Insurer determine that you are unable to work in your usual occupation due to illness or injury (after the nominated waiting period).

The Income protection benefit is paid entirely from the proceeds of an insurance policy and is only paid if the Insurer concludes that you satisfy all of the criteria for payment. The Trustee has no obligation to pay an Income protection benefit to you unless and until it is paid by the Insurer.

For more information, see section 8 of this brochure.

Financial hardship and compassionate benefits

The Fund can also pay financial hardship and compassionate benefits. The criteria set by the Government for payment of these benefits are strict.

To be eligible for a financial hardship benefit you must:

- have been in receipt of a specified Commonwealth income support payment (e.g. Newstart Allowance) for a continuous period of 26 weeks and be unable to meet immediate family living expenses; or
- have reached your preservation age and received Commonwealth income support payments for a cumulative period of 39 weeks after reaching preservation age and not be gainfully employed on a full-time or part-time basis on the date of the application.

Approval of a financial hardship benefit is not automatic and applications lodged with the Trustee will be assessed according to the relevant law.

Applications for a compassionate benefit must be submitted to the Department of Human Services (DHS) and must relate to paying or meeting an expense of:

- treatment and transport for you or a dependant concerning life threatening illness or injury, acute or chronic pain or acute or chronic mental disturbance;
- modifying your home or motor vehicle if you or a dependant has a severe disability;
- palliative care for you or a dependant, or the death, funeral or burial expenses of a dependant;
- mortgage payments to prevent your lender selling your home; or
- similar grounds.

For more information about the early release of superannuation go to **www.humanservices.gov.au** email **ERSBenquiries@humanservices.gov.au** or call **1300 131 060**.

3. BENEFITS OF INVESTING WITH PRIME SUPER

Prime Super offers members a range of benefits in addition to those listed in Section 3 of the *Short-Form PDS - Superannuation (Prime division)*.

Trauma insurance

In an industry first, Prime Super offers members access to Trauma insurance through our insurer MetLife Insurance Limited (ABN 75 004 274 882, AFSL 238096) (MetLife). MetLife's Trauma insurance product is a low-cost, easy to obtain product which covers the most common trauma events including heart attack, heart disease, cancer, stroke, paraplegia and numerous other medical traumas.

For more information on Trauma insurance or to obtain a copy of the *Recovery Plan PDS*, please contact MetLife on **1300 555 625** (8am to 6pm, EST Monday to Friday).

Financial advice

Prime Super assists members with three levels of advice:

1. General advice

This advice is of a general nature only and will not take into account your objectives, personal financial circumstances, or needs. It is typically provided during discussions with Prime Super's Regional Managers or Customer service staff – who are available on **1800 675 839**.

Before acting on general advice, you should consider the appropriateness of the advice having regard to your objectives, financial situation and needs.

Further, if the advice relates to the acquisition or possible acquisition of a particular financial product you should obtain and consider the relevant *Short-Form PDS* before making any decision about whether to acquire the product. You may also wish to seek separate legal and financial advice.

2. Limited advice

The Trustee can assist in providing members with limited financial advice over the telephone.

A qualified financial planner will help you make decisions in relation to your superannuation on the following topics:

- contribution options;
- investment choice; and
- insurance options.

This service is at no cost and available to you by calling **1800 675 839**.

3. Full advice

If you require further advice and potentially a full financial plan based on your personal financial situation and needs, we can refer you to a financial planner.

Please contact us on **1800 675 839** for further information.

Communication and information

The Trustee will provide the following information to members:

Annual report

The annual report provides information on the management of the Fund to 30 June each year.

Member annual benefit statement

This is also referred to as the periodic statement. It shows the current balance of your member account and transactions over the period to which the statement relates. Member benefit statements are issued annually as at 30 June. You are encouraged to keep your member benefit statements in a safe place.

Half-yearly member contribution summary

You will also receive a Member contribution summary as at 31 December showing your account balance at the previous 1 July, any contributions made during the six month period to 31 December, and the value of any insured benefit.

Notices

If significant or material changes occur to the Fund, to the rights of members or to participating employers, we will notify you. Notification may be included in the annual report, a newsletter, a new *Short-Form PDS* or through a special notice. If fees increase, you will be provided with at least 30 days written notice. Insignificant or immaterial changes will be advised through one or more of our website, newsletter or the annual report. Notices included on our website will be provided in hardcopy free of charge upon request.

Other information members may receive

From time-to-time, you will also receive newsletters and can access information updates from www.primesuper.com.au.

Communication preferences

If you prefer, we can communicate with you electronically. If you would prefer to receive communications from us via email, please let us know by calling **1800 675 839**.

Website

Prime Super's website address is www.primesuper.com.au.

You can use the website to:

- access your account details;
- access a range of educational material about super; and
- view a range of relevant information about Prime Super.

Information on request

We will assist you with any questions you may have about the Fund and your membership. Information that is available (some of it on our website) includes, but is not limited to:

- information regarding your account;
- the Trust Deed;
- insurance policies;
- the risk management strategy;
- your transactions; and
- any other information reasonably required to understand your benefit in the Fund.

If you would like more information please contact us:

Mail	Prime Super Locked Bag 5103 Parramatta NSW 2124	Free call	1800 675 839
		Free fax	1800 023 662
		Email	administration@primesuper.com.au
		Web	www.primesuper.com.au

In some unusual circumstances, the provision of information may be subject to a charge. If this occurs you will be advised of the charge before it is incurred. Information available free of charge includes documents such as:

- the Trust Deed;
- audited financial accounts;
- investment policy information;
- information on enquiries and complaints procedures; and
- the risk management strategy.

Privacy

Privacy laws regulate, among other matters, the way we collect, use, disclose, keep secure and give access to personal or sensitive information. You or your employer will provide personal and/or sensitive information about you to the Fund for the purpose of establishing and administering your membership in the Fund. This personal and/or sensitive information may include your name, address, date of birth, telephone number, email address, tax file number, health condition and your nominated beneficiaries if these details have been provided. The Trustee may use your personal and/or sensitive information for related purposes and may disclose your information to ensure the efficient management of your membership in the Fund. From time-to-time, we may collect personal or sensitive information about you from a third party such as your employer or another entity involved in activities related to your membership in the Fund. We will only use your personal or sensitive information for the purpose of administering, or for purposes related to the efficient management of, your membership in the Fund.

The Trustee may conduct direct marketing or send out promotional material that it believes may be of interest to you as a member. You may tell us anytime if you do not wish to receive such material by either calling us on 1800 675 839, writing to us at Locked Bag 5103, Parramatta, NSW 2124 or emailing us at administration@primesuper.com.au.

Full details of how we collect and disclose your personal or sensitive information are in a Privacy Policy published by the Trustee. A copy of this Privacy Policy can be obtained free of charge from our website (www.primesuper.com.au) or by contacting us on 1800 675 839. In summary, the Privacy Policy contains information about:

- how the Trustee collects, holds, uses and discloses personal or sensitive information;
- how you can access your personal or sensitive information that is held by the Trustee;
- how you can correct your personal or sensitive information; and
- how you can lodge an enquiry or complaint about a breach of the APPs and how the Trustee deals with these.

The Trustee collects personal or sensitive information about you that is reasonably necessary for the functions and activities of the Fund, including for the purpose of:

- processing your enrolment and benefits in the Fund (in accordance with the *Superannuation Industry (Supervision) Act 1993 (Cth)*);
- administering and managing your membership in the Fund including processing your superannuation and insurance benefits, investing Fund assets, processing your death benefit should you die, and assessing claims or complaints related to your benefits in the Fund;
- correcting your personal or sensitive information;
- managing your participation in the Fund and communicating with you about the Fund;
- providing you with information about other products or services that may be of assistance to you;
- using and disclosing personal, but not sensitive, information for direct marketing; and
- facilitating business operations, including the fulfilment of any legal requirements.

If you do not provide the personal or sensitive information sought from time-to-time, it may mean that your enrolment or a request relating to your benefits in the Fund cannot be processed, or that services cannot be provided to you.

In general, the Trustee may disclose your personal or sensitive information (as reasonably necessary):

- to its agents, contractors, or third party service providers that provide administrative, custodial or other services in connection with the operation of the Fund or its business (eg. the Fund administrator);
- to an insurer where insurance services are arranged in connection with the Fund;
- to any new Trustee as may be appointed from time-to-time;
- to any party which holds amounts on your behalf which will be transferred to the Fund;
- where a court/tribunal order or the law requires or permits us to do so (e.g. to Regulators and law enforcement agencies);
- to offshore locations only for the purpose of administering your membership in the Fund, where our service providers have offices or agents situated overseas, including (where applicable) the United States, Canada, France, Germany, Singapore, India, Ireland, South Africa, Hong Kong; and
- under any circumstances that are permitted or required under the Australian Privacy Principles.

Change of address

It is important that you let us know when you change your address. We can only send you information about the Fund and your membership if we have your current address.

You can contact the Trustee between 8am and 8pm Sydney time Monday to Friday on **1800 675 839** to update your details. Alternatively you can update your personal details online using our secure member services facility at **www.primesuper.com.au**

If we are unable to contact you, you may be designated a 'lost member'. We are required to report lost members to the ATO, where they become part of the Lost Members Register.

Management of the Fund

Who manages the Fund?

The Trustee is responsible for managing the Fund. The Directors of the Trustee meet regularly to discuss management of the Fund and determine important policies and procedures. Directors receive fees and are reimbursed for travelling expenses for attending Board and committee meetings.

Directors are nominated and appointed by the Board of the Trustee. The Trustee has a constitution containing rules for the appointment and removal of Directors.

The current Directors are:

Name	Position	Appointed to the Board on
Alan Bowman	Chairman	26 January 2001
Trevor Dixon	Deputy Chairman	5 April 2004
David Cooper	Director	1 July 2009
Duncan Fraser	Director	25 August 2010
Russell Collison	Director	28 August 2013
Martin Day	Director	28 October 2014
Jacqueline Kelly	Director	24 February 2015

The Directors may change from time-to-time.

Trust Deed

The Fund is governed by a Trust Deed which, amongst other things, sets out the entitlements of members and the obligations of the Trustee. From time-to-time we may need to make changes to the Trust Deed and will tell you about any changes that are important to you. A copy of our Trust Deed is available online at www.primesuper.com.au.

Important legislation

The Fund is regulated as a complying public offer super fund under Commonwealth Government legislation, principally the *Superannuation Industry (Supervision) Act 1993* and the *Corporations Act 2001*.

Anti-Money Laundering and Counter Terrorism Financing

The Trustee is obligated to comply with the *Anti-Money Laundering and Counter Terrorism Financing Act 2006 (Cth)* (AML/CTF).

In this regard, the Trustee is required to maintain a program that identifies, mitigates and manages money laundering and counter-terrorism risks associated with its business. As a result:

- we may require you to provide additional information in order to verify your identity before providing services to you;
- transactions may be delayed or refused where there are reasonable grounds to believe that the transaction breaches AML/CTF or any other Australian law; and
- where transactions are delayed or refused, we are not, subject to applicable law, liable for any loss you suffer howsoever caused.

From time-to-time, we may be legally required to disclose the information provided by you to regulatory and law enforcement agencies, including the Australian Transaction Reports and Analysis Centre.

Trustee liability insurance

The Trustee has liability insurance to protect it and the Directors against any losses arising as a result of a claim for a breach of their duties.

Wholly owned companies

Alan Bowman, Trevor Dixon, David Cooper, Duncan Fraser and Russell Collison are all Directors of the Agricultural Company of Australia Pty Ltd (AGRICO), a company established and owned by the Fund to invest a small proportion of Fund assets in the primary industry sector.

Conflict of interests

The Trustee has established procedures to ensure that any conflict of interest in respect of the Directors is disclosed and appropriately dealt with.

Reserving policy

The Trustee operates three reserves:

- the Administration reserve,
- the Investment reserve, and
- the Operational Risk Reserve (ORR).

All reserves are invested in the MySuper investment option.

As a condition of the Trustee's Registrable Superannuation Entity Licence, the Fund also holds at least \$100,000 in a cash account at all times.

Administration reserve

All member fees are paid into the administration reserve and used to pay costs. As the Trustee operates the Fund on a not-for-profit basis, any surplus, after payment of current costs of the Fund and the Trustee, is applied to the benefit of members at the Trustee's discretion.

Investment reserve

Investment returns earned by the Fund for all investment options are held in an investment reserve between the time they are received by the Fund and the time they are credited to members. Any returns, positive or negative, achieved on the investment reserve are considered investment earnings of the Fund and will also be distributed to members.

Due to occasional unexpected investment distributions, or estimated tax liabilities and rounding of investment returns to whole cents, it is not practical to distribute the entire investment reserve. The balance of any carry-forward investment reserve is likely to be between zero and around 0.5% of the Fund's assets which is available for distribution to members in subsequent years.

Operational Risk Reserve

From 1 July 2013, the federal Government required *all* superannuation funds to build up an Operational Risk Reserve (ORR) to specifically cover potential losses arising from "operational risks". Refer to section 6 in *Fees and Costs* for information on Prime Super's ORR.

The balance of the Administration, Investment and Operational Risk Reserve accounts:

Year ended	Administration reserve	% of FUM	Investment reserve	% of FUM	Operational Risk Reserve	% of FUM
2014	\$6,071,000	0.24%	\$2,073,000	0.08%	\$6,383,000	0.25%
2013	\$3,818,000	0.25%	\$2,834,000	0.19%	-	-
2012	\$427,000	0.03%	\$1,489,000	0.12%	-	-
2011	\$1,133,000	0.10%	\$2,525,000	0.22%	-	-
2010	\$715,000	0.07%	\$3,281,000	0.33%	-	-
2009	\$818,000	0.09%	\$3,310,000	0.36%	-	-
2008	\$884,000	0.08%	\$1,752,000	0.17%	-	-

Service providers

The Trustee uses a range of service providers to look after the Fund and its investments. Information on the:

- Administrator;
- Custodian;
- insurers;
- Investment managers; and
- others associated with the Fund,

is provided in our Annual Report.

At the time of publication, each service provider named in this brochure had given, and not withdrawn consent to be named in this brochure. Service providers were not involved in the preparation and distribution of this brochure and are not responsible for the issue of this brochure or any part of it.

None of the service providers named is responsible for any of the statements made in this brochure unless specifically and clearly attributed to them.

4. RISKS OF SUPER

The relationship between risk and reward

There is a general relationship between investment risk and reward. Growth-oriented investments such as shares tend to go up and down in value over the short-term, but generally outperform more conservative types of investments over the long-term.

The more growth-oriented investments that are included in an investment option, the greater the chance for short-term fluctuations in value – this is known as investment volatility or risk. Growth investments may not be suitable for a member with a conservative approach to investing or a member with a short time until retirement. Despite this, some members who are close to retirement continue to use growth investments because they intend to transfer their super to an income stream, giving them a longer investment time-frame.

Conservative investments such as cash and fixed interest tend to provide greater security, although they also tend to be outperformed by more high-growth options over the medium-to-long term. The level of risk you are prepared to take to potentially earn higher returns, or the more investment security you require, will determine your investment risk-reward profile.

Your risk-reward profile may change

It's not unusual for people to adopt different investment risk-reward profiles throughout their lives. As a general rule, a young person could be expected to have a higher investment risk-reward profile than an older person because they have a longer period until retirement, but this is not true for all people.

For example, members who intend to invest in a Prime Super retirement income stream product may be more comfortable taking a longer term view of investments, despite being close to retirement, because they can keep the same strategy in place when they change from the super fund to the income stream.

It's important to periodically review your investment strategy to ensure it is appropriate for your personal circumstances.

5. HOW WE INVEST YOUR MONEY

You can determine your own investment strategy by choosing which investment option or mix of options you would like to invest your super in.

Prime Super offers members a choice of nine different investment options, made up of four pre-mixed options and five sector options.

Pre-mixed options	Sector options
MySuper	Australian shares
Managed growth	International shares
Conservative	Property
Alternatives	Fixed interest
	Cash

This section provides general information you should consider when establishing your investment strategy. It is general information only and may not be relied on as personal advice.

To speak to someone about which investment option or mix of options is best suited to your needs please call us on **1800 675 839**.

Prime Super's investment approach

Our main objective is to maximise members' investment returns to provide for their retirement. To achieve this we utilise a mix of listed and unlisted/alternative asset classes.

Listed asset classes

Listed assets comprise Australian and international shares, property, emerging markets, fixed interest and cash.

Each is linked to the performance of the economy and is measured against universal benchmarks. Returns are vulnerable to the usual market fluctuations.

These asset classes allow investors to build wealth over the long-term and limits investment risk through diversification within asset classes.

Unlisted/alternative asset classes

These are made up of unlisted alternative investments such as infrastructure, property, private equity and credit products. Some investments are so diverse in nature that they may sit across two or more of these categories.

Because these investments aren't tied to movements in the sharemarket, the assets can often help cushion members' returns against short-term market fluctuations.

These classes seek a higher rate of return in exchange for the higher risks involved in their investment strategy. However the Trustee seeks to manage this increased risk by diversifying across a number of different individual investments and types of investments.

Full details on how each investment option is managed are contained in the *Prime Super Investment Strategy*.

This document is available to members on request by calling **1800 675 839**.

How do I select or change my investment strategy?



When you join the Fund you can choose which investment option or mix of options to invest in when you complete the *Member application form (Prime division)* (attached to the current *Short-Form PDS – Superannuation (Prime division)*).

Once you make a choice, you are not locked into a particular investment option. You can switch between investment options or change your investment allocation at any time, provided that you choose whole percentages.

Please note that all switch applications must be made in writing. You can make a switch:



online at **www.primesuper.com.au** if you have an online member services account; or



by completing an *Investment choice form* – enclosed with this brochure or available to download from our website at **www.primesuper.com.au**

Switches take effect on the first day of the month after we receive your request but may not appear on your online account until after all investment returns for the previous month have been applied.

Example

If we receive your *Investment choice form* on 25 February, the switch will be effective from 1 March. But it won't show on your account until all February returns are applied (which may be up to 15 business days later).

What happens if I don't choose an option?

If you don't make an investment choice you will be placed in the MySuper option.

As the majority of our members are quite young with many years until retirement, our MySuper option contains a higher weighting to growth assets than most typical default options.

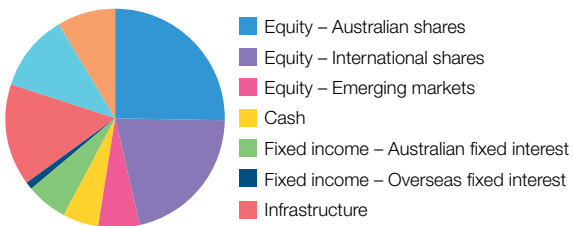
Failing to choose an investment strategy that is appropriate for your circumstances and preferences can be a significant investment risk.

Investment options

All members have access to a range of investment options. You can choose any combination of these options, and can direct future contributions into the same options or a different combination of options.

Pre-mixed options

MySuper option

Risk	Medium - High		
Overview	For members who seek moderate to high returns over the medium to long-term and are prepared to accept some fluctuation in returns over the short-term. This option invests in a diversified range of investments.		
Investment objective	To outperform (after tax and investment expenses) CPI by at least 3% p.a. over the long-term. To limit the likelihood of a negative return to less than 4 in 20 years.		
Time horizon	7 or more years		
Target asset allocation			
Investment mix	Asset class	Ranges %	Target %
	Equity – Australian shares	5.0 – 40.0	25.5
	Equity – International shares	5.0 – 35.0	21.0
	Equity – Emerging markets	0.0 – 10.0	6.0
	Cash	0.5 – 30.0	5.5
	Fixed income – Australian fixed interest	0.0 – 15.0	6.0
	Fixed income – Overseas fixed interest	0.0 – 15.0	1.0
	Infrastructure	0.0 – 25.0	15.0
	Property	0.0 – 25.0	11.5
	Other – Credit opportunities	0.0 – 22.5	8.5
	Other – Private equity	0.0 – 12.5	0.0
	Other – Alternatives	0.0 – 10.0	0.0
		Total	100.0
	Growth asset ratio		70.1
Investment returns	2014	12.65%	
	2013	15.40%	
	2012	0.77%	
	2011	10.30%	
	2010	4.16%	
	3yrs*	9.42%	
	5yrs*	8.52%	
	10yrs*	5.43%	

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and 10 years ending 30 June 2014.

Conservative

Risk	Low - Medium		
Overview	For members who value security over returns. This option invests primarily in defensive assets with the aim of protecting the value of a member's net investment.		
Investment objective	To outperform (after tax and investment expenses) CPI by at least 1.5% p.a. over the medium-term. To limit the likelihood of a negative return to less than 2 in 20 years.		
Time horizon	5 or more years		
Target asset allocation	<p> Equity – Australian shares Equity – International shares Equity – Emerging markets Cash Fixed income – Australian fixed interest Fixed income – Overseas fixed interest Infrastructure Property Other – Credit opportunities Other – Private equity Other – Alternatives </p>		
Investment mix	Asset class	Ranges %	Target %
	Equity – Australian shares	0.0 – 20.0	11.5
	Equity – International shares	0.0 – 20.0	8.5
	Equity – Emerging markets	0.0 – 0.0	0.0
	Cash	20.0 – 50.0	29.5
	Fixed income – Australian fixed interest	5.0 – 25.0	23.0
	Fixed income – Overseas fixed interest	5.0 – 25.0	7.5
	Infrastructure	0.0 – 15.0	9.0
	Property	0.0 – 12.5	6.0
	Other – Credit opportunities	0.0 – 10.0	5.0
	Other – Private equity	0.0 – 7.5	0.0
	Other – Alternatives	0.0 – 5.0	0.0
		Total	100.0
	Growth asset ratio		30.0
Investment returns	2014	7.31%	
	2013	8.28%	
	2012	3.73%	
	2011	7.04%	
	2010	2.93%	
	3yrs*	6.42%	
	5yrs*	5.84%	
	10yrs*	3.50%	

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and 10 years ending 30 June 2014.

Managed growth

Risk	High		
Overview	For members who seek moderate to high returns over the medium to long-term and are prepared to accept some fluctuation in returns over the short-term.		
Investment objective	To outperform (after tax and investment expenses) CPI by at least 4% p.a. over the long-term. To limit the likelihood of a negative return to less than 5 in 20 years.		
Time horizon	10 or more years		
Target asset allocation	<p>Equity – Australian shares Equity – International shares Equity – Emerging markets Cash Fixed income – Australian fixed interest Fixed income – Overseas fixed interest Infrastructure Property Other – Credit opportunities Other – Private equity Other – Alternatives</p>		
Investment mix	Asset class	Ranges %	Target %
	Equity – Australian shares	10.0 – 50.0	32.5
	Equity – International shares	10.0 – 40.0	27.0
	Equity – Emerging markets	0.0 – 10.0	8.5
	Cash	0.0 – 10.0	2.0
	Fixed income – Australian fixed interest	0.0 – 10.0	0.0
	Fixed income – Overseas fixed interest	0.0 – 10.0	0.0
	Infrastructure	0.0 – 25.0	13.0
	Property	0.0 – 20.0	10.0
	Other – Credit opportunities	0.0 – 15.0	7.0
	Other – Private equity	0.0 – 12.5	0.0
	Other – Alternatives	0.0 – 5.0	0.0
		Total	100.0
	Growth asset ratio		83.2
Investment returns	2014	13.76%	
	2013	18.26%	
	2012	-0.42%	
	2011	10.49%	
	2010	-3.18%	
	3yrs*	10.24%	
	5yrs*	7.46%	
	10yrs*	4.29%	

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and 10 years ending 30 June 2014.

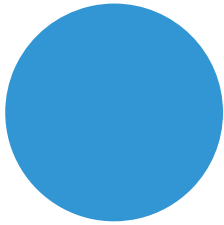
Alternatives

Risk	High		
Overview	For members who seek strong returns over the long-term and are prepared to accept a higher level of risk to achieve this. This option invests primarily in unlisted assets and as such investment performance is not expected to closely follow listed sharemarkets.		
Investment objective	To outperform (after tax and investment expenses) CPI by 4% p.a. over the long-term. To limit the likelihood of a negative return to less than 5 in 20 years.		
Time horizon	10 or more years		
Target asset allocation	<p>Equity – Australian shares Equity – International shares Equity – Emerging markets Cash Fixed income – Australian fixed interest Fixed income – Overseas fixed interest Infrastructure Property Other – Credit opportunities Other – Private equity Other – Alternatives</p>		
Investment mix	Asset class	Ranges %	Target %
	Equity – Australian shares	0.0 – 0.0	0.0
	Equity – International shares	0.0 – 0.0	0.0
	Equity – Emerging markets	0.0 – 0.0	0.0
	Cash	0.0 – 0.0	0.0
	Fixed income – Australian fixed interest	0.0 – 0.0	0.0
	Fixed income – Overseas fixed interest	0.0 – 0.0	0.0
	Infrastructure	0.0 – 75.0	43.0
	Property	0.0 – 50.0	33.0
	Other – Credit opportunities	0.0 – 50.0	24.0
	Other – Private equity	0.0 – 25.0	0.0
	Other – Alternatives	0.0 – 20.0	0.0
	Total		100.0
	Growth asset ratio		50.4
Investment returns	2014	12.56%	
	2013	15.10%	
	2012	0.77%	
	2011	10.51%	
	2010	-4.09%	
	3yrs*	9.29%	
	5yrs*	6.71%	
	Since inception*	-0.41%	

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 July 2007.

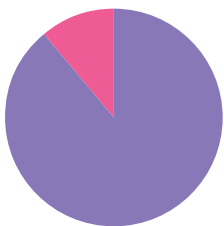
Sector options

Australian shares

Risk	Very high	
Overview	For members who seek strong returns over the long-term and are prepared to accept a higher level of risk to achieve this. This option invests in Australian listed companies and returns are expected to vary significantly year to year.	
Investment objective	To achieve a return (before tax and investment expenses) broadly in line with the ASX 300 Accumulation Index. To limit the likelihood of a negative return to approximately 7 in 20 years.	
Time horizon	10 or more years	
Target asset allocation	 <p>Equity – Australian shares</p>	
Investment returns	2014 2013 2012 2011 2010 3yrs* 5yrs* Since inception*	15.75% 21.93% -4.22% 11.45% 9.83% 10.57% 10.60% 5.37%

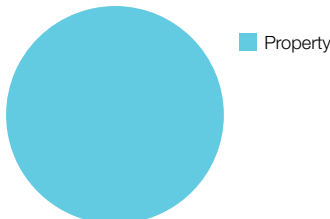
* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 January 2006.

International shares

Risk	Very high	
Overview	For members who seek strong returns over the long-term and are prepared to accept a higher level of risk to achieve this. This option invests in international listed companies and returns, which are subject to foreign exchange risks, are expected to vary significantly year to year.	
Investment objective	To perform in line with the weighted average of MSCI World (ex Australia) Index (in A\$) and MSCI Emerging Markets Index (in A\$ before hedging). To limit the likelihood of a negative return to approximately 7 in 20 years.	
Time horizon	10 or more years	
Target asset allocation	 <p>Equity – International shares Equity – Emerging markets</p>	
Investment returns	2014 2013 2012 2011 2010 3yrs* 5yrs* Since inception*	18.19% 25.23% -0.63% 10.64% 2.16% 13.72% 10.70% 3.40%

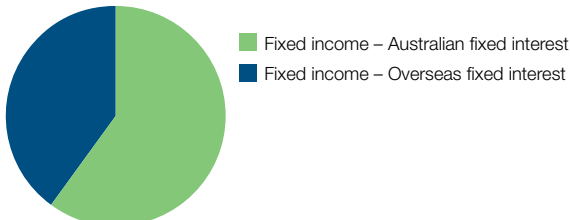
* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 January 2006.

Property

Risk	High																
Overview	For members who have a preference for seeking moderate to high returns through investing in property. Investment is via listed and unlisted property vehicles.																
Investment objective	To outperform (after tax and investment expenses) CPI by at least 4% p.a. over the long-term. To limit the likelihood of a negative return to less than 5 in 20 years.																
Time horizon	10 or more years																
Target asset allocation	 <p>A pie chart with a single blue segment representing 100% of the target asset allocation to Property.</p>																
Investment returns	<table> <tr><td>2014</td><td>1.69%</td></tr> <tr><td>2013</td><td>12.31%</td></tr> <tr><td>2012</td><td>8.01%</td></tr> <tr><td>2011</td><td>6.10%</td></tr> <tr><td>2010</td><td>-4.56%</td></tr> <tr><td>3yrs*</td><td>7.25%</td></tr> <tr><td>5yrs*</td><td>4.55%</td></tr> <tr><td>Since inception*</td><td>3.43%</td></tr> </table>	2014	1.69%	2013	12.31%	2012	8.01%	2011	6.10%	2010	-4.56%	3yrs*	7.25%	5yrs*	4.55%	Since inception*	3.43%
2014	1.69%																
2013	12.31%																
2012	8.01%																
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2010	-4.56%																
3yrs*	7.25%																
5yrs*	4.55%																
Since inception*	3.43%																

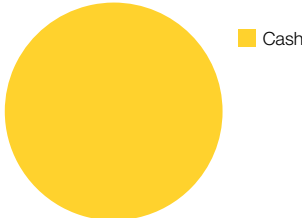
* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 January 2006.

Fixed interest

Risk	Medium																
Overview	For members who seek moderate returns for a moderate level of risk. This option invests in domestic and international fixed interest securities. Losses however are still likely to occur over some periods.																
Investment objective	To achieve a rate of return (before tax and investment expenses) broadly in line with major Australian and international bond indices. To limit the likelihood of a negative return to less than 3 in 20 years.																
Time horizon	3-5 years																
Target asset allocation	 <p>A pie chart showing the target asset allocation for Fixed interest. It is divided into two segments: a green segment representing 65% for 'Fixed income – Australian fixed interest' and a blue segment representing 35% for 'Fixed income – Overseas fixed interest'.</p>																
Investment returns	<table> <tr><td>2014</td><td>5.95%</td></tr> <tr><td>2013</td><td>3.35%</td></tr> <tr><td>2012</td><td>10.04%</td></tr> <tr><td>2011</td><td>4.87%</td></tr> <tr><td>2010</td><td>7.19%</td></tr> <tr><td>3yrs*</td><td>6.42%</td></tr> <tr><td>5yrs*</td><td>6.26%</td></tr> <tr><td>Since inception*</td><td>5.17%</td></tr> </table>	2014	5.95%	2013	3.35%	2012	10.04%	2011	4.87%	2010	7.19%	3yrs*	6.42%	5yrs*	6.26%	Since inception*	5.17%
2014	5.95%																
2013	3.35%																
2012	10.04%																
2011	4.87%																
2010	7.19%																
3yrs*	6.42%																
5yrs*	6.26%																
Since inception*	5.17%																

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 January 2006.

Cash

Risk	Very low																
Overview	For members who place the security of their assets over returns. This option invests solely in short-term, low risk money market securities and is expected to produce returns that are moderately higher than inflation.																
Investment objective	To provide a return that is at least equivalent to the Bloomberg AusBond Bank Bill Index (before tax and investment expenses). To limit the likelihood of a negative return to approximately 0.4 in 20 years.																
Time horizon	Any time period																
Target asset allocation																	
Investment returns	<table> <tr><td>2014</td><td>2.72%</td></tr> <tr><td>2013</td><td>3.27%</td></tr> <tr><td>2012</td><td>3.38%</td></tr> <tr><td>2011</td><td>4.14%</td></tr> <tr><td>2010</td><td>3.22%</td></tr> <tr><td>3yrs*</td><td>3.13%</td></tr> <tr><td>5yrs*</td><td>3.35%</td></tr> <tr><td>Since inception*</td><td>3.98%</td></tr> </table>	2014	2.72%	2013	3.27%	2012	3.38%	2011	4.14%	2010	3.22%	3yrs*	3.13%	5yrs*	3.35%	Since inception*	3.98%
2014	2.72%																
2013	3.27%																
2012	3.38%																
2011	4.14%																
2010	3.22%																
3yrs*	3.13%																
5yrs*	3.35%																
Since inception*	3.98%																

* The compound average effective rate of net earnings of the investment option for the period 3 years, 5 years and since inception ending 30 June 2014. Option first offered to members on 1 January 2006.

More information on investments

Derivatives

The Trustee may directly buy or sell derivative instruments and permits investment managers to use them. However, derivative investments may not be used by the Trustee or investment managers for speculative purposes. The use of derivatives is monitored and a derivatives risk statement has been prepared by the Trustee that limits the use of derivatives to reducing costs, hedging, arbitrage and other defensive purposes.

Investment reviews

We periodically review our investment options. The investment mix for any investment option can change from time-to-time because of these reviews and may deviate from the asset allocations shown if we consider it prudent to do so. Information on current investment allocations is available online or by calling us on **1800 675 839**.

Investment managers

The Fund uses a number of investment managers to manage the assets of each investment option. This is intended to reduce investment volatility. The Trustee may remove or appoint new investment managers at any time. You can obtain information about current investment managers online or by calling us on **1800 675 839**.

Other considerations

We do not take labour standards, environmental, social or ethical considerations into account in the selection or retention of investments, except as they relate to the Fund's overall intention to act legally, act in the best interests of members and deal with parties who, to the best of our knowledge, are reputable organisations.

Your questions answered

A brochure cannot contain all the information that every member might like to know about an investment in the Fund. If you would like additional information, please call us on **1800 675 839**.



Alternatively, read the *Investment choice can make a BIG difference* guide. This guide can be downloaded from our website at **www.primesuper.com.au** or call us on **1800 675 839** to obtain a free copy.

6. FEES AND COSTS

This document shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the superannuation entity as a whole.

Other fees, such as activity fees, advice fees for personal advice and insurance fees, may also be charged, but these will depend on the nature of the activity, advice or insurance chosen by you. Due to government regulations, we are required to disclose your fees and costs gross of tax. The gross amount has been calculated based on an assumption of 15% tax. You will receive a tax benefit equivalent to 15% of the fee on your account. The net effect of this change in disclosure is nil. The Fund will pay tax at a rate that is less than 15%. Any difference is retained in the Administration Reserve.

Taxes, insurance fees and other costs relating to insurance are set out in another part of this document.

You should read all the information about fees and other costs because it is important to understand their impact on your investment.

Type of fee*	Amount	How and when paid
Investment fee	Nil	n/a
Administration fee	\$1.40 per week^(net) (\$72.80 p.a.) plus 0.5% p.a.^^(net) of your account balance to \$100,000, then nil on amounts over \$100,000	The administration fee is deducted on the last working day of each month, except if you are leaving the Fund, in which case it is applied immediately.
Buy-sell spread	Nil	
Switching fee	Nil	
Exit fee ¹	Nil	
Advice fees ¹	Nil	
Other fees and costs ¹		
Establishment fee The fee to open your account	Nil	n/a
Contribution fee (entry fee) The fee on each amount contributed by you or your employer	Nil	n/a
Withdrawal fee The fee on each amount you take out of your account	Nil	n/a
Insurance fees	Please refer to section 8 of this brochure for information on insurance costs payable	
Operational Risk Reserve	Please refer to “Operational Risk Reserve” in the ‘Additional explanation of fees and costs’ in this section.	
Indirect cost ratio ³ (including PBFs ⁴)		
MySuper	0.60% (including a PBF of 0.23%)	
Managed growth	0.79% (including a PBF of 0.34%)	
Conservative	0.46% (including a PBF of 0.17%)	
Alternatives	1.56% (including a PBF of 0.80%)	
Australian shares	0.20% (no PBF was paid)	
International shares	0.62% (including a PBF of 0.23%)	
Property	2.03% (including a PBF of 0.79%)	
Fixed interest	0.16% (no PBF was paid)	
Cash	0.11% (no PBF was paid)	

1 Other fees and costs may be payable from your member account. These are listed in the "Additional Explanation of Fees and Costs" section of this brochure.

2 There is no charge for limited personal advice provided to members over the phone regarding their personal contribution strategies, investment or insurance options.

3 Indirect Cost Ratios (ICR) for all investment options are calculated as at 30 June 2014. Please see the explanation on Investment option ICR in the "Additional explanation of fees and costs" section of this brochure.

4 PBF means Performance Bonus Fee. PBF figures provided for all investment options are calculated as at 30 June 2014.

* For full definitions of each of the fees, please refer to http://www.austlii.edu.au/au/legis/cth/consol_act/sia1993473/s29v.html

[^] \$1.65 per week (gross) less tax benefit of \$0.25.

^{^^} 0.588% (gross) less tax benefit of 0.088% p.a.

Example of annual fees and costs – the MySuper option

For an example of how fees and costs in the MySuper option can affect your super investment over a one year period, refer to “Example of annual fees and costs – for a MySuper product” in section 6 of the *Short-Form PDS*.

Additional explanation of fees and costs

ERF fees

If your benefit is transferred to an ERF you will be charged a withdrawal fee of \$11.76 (gross) when your benefit is processed to the ERF.

Family law fees

Fees apply for processing Requests For Information (RFI) and Payment Splits under the *Family Law Act 1975 (Cth)*. Fees may vary depending upon the difficulty of the request/split or the content of the court order/agreement and members will be notified in advance of any fees being charged. The fee normally charged to process a RFI is \$129.41 (gross) and is charged to the party making the request. The fee normally charged to process a Payment Split is \$105.88 (gross) and is divided equally between the parties involved.

Government taxes and charges

Applicable Government taxes and charges will be deducted from your account. These deductions will be shown on your annual member statement or benefit payment statement, when you exit the Fund. Please see the *How super is taxed* section of this brochure for more information.

Where it is possible to do so, the benefits of any tax deductions are applied for the benefit of members of the Fund, in the form of reduced fees or costs or higher net earnings.

Insurance fees

Insurance fees are set out in Section 8 of this brochure.

Financial planning costs

The Trustee does not pay commissions to financial planners. If a member chooses, they may have a financial plan prepared in relation to their super interest in the Fund for a fee paid from their member account. Payment of the fee is conditional on the advice being confined to the member's relevant super interests.

Investment option ICR

Indirect Cost Ratio (ICR) is the ratio of indirect management costs to the Fund's total average net assets. Indirect management costs are those which are not deducted directly from member accounts. Rather, they are costs deducted from the Fund's overall investment earnings before earnings rates to be credited to member accounts, are declared. ICRs for the investment options offered are shown in the table on page 31. ICR includes:

- the costs of investment management such as investment manager base fees and Performance Bonus Fees (PBF) sometimes paid to some investment managers; and
- other expenses that are not met from fees deducted from members.

The ICR can change from year to year depending upon:

- fund size;
- investment manager performance; and
- other variables.

ICR figures include PBFs that may become payable to some investment managers from time-to-time. The PBF is determined as a percentage of the manager's return achieved in excess of the specified target rate for the manager over an agreed period. Therefore, the PBF only applies when the manager performs greater than the specified target. Basically, the PBFs vary according to the amount of out-performance achieved by each applicable investment manager.

Important note

The PBFs are not additional costs – they are included in the ICR figures. They do not affect the administration fee charged by Prime Super. Basically, the ICR represents the cost of making and holding investments. The ICR is not charged to your member account. It is incorporated into the calculation of the investment option return.

Unusual and complex requests

In some unusual circumstances, the provision of information that requires the application of a particularly unusual or complex process or procedure may be subject to a charge. If this occurs you will be advised of the charge before it is incurred. Information about the Fund, Trustee and benefits is normally provided free to participating employers and members.

Increases or alterations in fees

Fees disclosed in this brochure will not be increased or altered without providing members with at least 30 days written notice. In addition to the fees outlined in this section, the Trustee may also pay the following out of the Fund:

- any new, special, unexpected or increased tax, fee or levy required by the Government or a government regulator;
- any new, special, unexpected or increased cost passed on by a service provider; and
- any additional cost deemed necessary or appropriate by the Trustee for the proper operation of the Fund.

Where these are not met by fees charged to members, they will be reflected in ICR calculations.

Operational Risk Reserve

What is the Operational Risk Reserve?

From 1 July 2013, the Federal Government has imposed a requirement on all funds to build up an Operational Risk Reserve (ORR) to specifically cover potential losses arising from “operational risks” that may affect the Fund’s business operations. An “operational risk” is the risk of loss resulting from inadequate or failed internal processes, people and systems, or from external events.

The ORR will be drawn upon where there has been a significant cost to the Fund (greater than 0.05% of total assets of the Fund) as a result of an operational risk.

How will Prime Super build up its Operational Risk Reserve?

As legislatively required of all funds, Prime Super started building up its ORR from 1 July 2013. The ORR is set at a target amount of 0.25% of the total value of the Fund as at 30 June each year (in accordance with APRA guidance). The amount was to be established over a three year transition period by transferring a portion from members’ accounts to the ORR calculated in the following manner:

- 0.10% p.a. of each member’s account balance will be transferred as at 30 June 2014, 30 June 2015 and 30 June 2016; and
- if a member exits the Fund between 1 July 2013 and 30 June 2016, 0.10% p.a. of the member’s account balance pro-rated for the period from the last 30 June to the date the member exits the Fund, will be transferred to the ORR.

The ORR was fully funded by Prime Super during the period to 30 June 2014. However the Trustee retains the discretion to top up the ORR in the future with a deduction from members’ accounts if required.

When will the Operational Risk Reserve be replenished?

The level of the ORR will be assessed at least annually as at 30 June each year. If the balance of the ORR falls below 0.25%, the Trustee may top up the ORR by either:

- a transfer of funds from the Administration Reserve; or
- if the balance falls below a tolerance limit (as determined by the Trustee) or an adverse significant event occurs, through the implementation of a Replenishment Plan which will involve levying a direct charge on members over a period of up to three years.

What are the rights of exiting members?

The maintenance of an ORR is a legislative obligation imposed on all super funds and members that exit the Fund are not entitled to any share of the ORR at the date of exiting the Fund. Where a member has contributed to the ORR during their tenure of membership over a period where the ORR has not been drawn upon, that member will not be entitled to a pro-rated draw down on the ORR upon exiting the Fund.

7. HOW SUPER IS TAXED

Warning – The taxation information contained in this Brochure is current as at the date of the *Short-Form PDS* and is subject to change by the Government. Go to the ATO website at www.ato.gov.au to confirm that these tax rates and caps still apply.

Contributions

Tax payable on contributions is deducted from contributions when they are received by the Fund, before they are allocated to a member's account. The tax on concessional contributions when they are received by the Fund is 15%.

High income earners tax

High income earners are required to pay an additional 15% on concessional contributions. You are liable for this extra tax if:

- you had concessional super contributions for an income year, and
- your income, plus your concessional contributions, is greater than \$300,000.

However, if your income excluding your concessional contributions is:

- less than the \$300,000 threshold; but
- the inclusion of your concessional contribution pushes you over the threshold then the additional 15% tax will only apply to the concessional contributions that are in excess of the \$300,000 threshold.

The additional tax is assessed at tax time and is payable directly to the ATO. For more information please visit www.ato.gov.au.

Key rules for concessional contributions

Some special rules apply to the excess concessional contributions tax (ECCT) i.e. the excess tax you pay on concessional contributions above the cap:

- if super benefits are transferred from an overseas scheme, the Fund can pay any tax liability and the transfer amount is excluded from the concessional contributions cap. Members wishing to transfer amounts from overseas schemes should seek professional tax advice from a qualified practitioner; and
- people who are self-employed and wish to claim a tax deduction for concessional contributions are required to complete and lodge a *Deduction for personal super contributions form* (NAT 71121) to the ATO.

Key rules for non-concessional contributions

Certain types of contributions are excluded from the non-concessional contributions cap (NCCC), including:

- small business capital gains tax exemptions up to a lifetime limit of \$1million;
- the Government co-contribution;
- low income superannuation contribution; and
- qualifying permanent disability payments.

The additional tax is assessed at tax time and is payable directly to the ATO. For more information please visit www.ato.gov.au.

Investment earnings

As the Fund offers different investment options with different exposures to investments, some of which may carry tax credits, the investment options may pay different actual rates of tax. This is one factor that affects the investment return you receive.

Tax payable on investment earnings is deducted from the earnings for each of the Fund's investment options, before the earnings are credited to members' accounts.

Withdrawals

Tax payable on a super benefit payment (withdrawal) is deducted from the benefit before it is paid to a member.

Super benefit payments (withdrawals) are divided into a tax-free component and a taxable component. The tax-free component consists of a contributions segment and a crystallised segment.

Generally, the contributions segment consists of contributions received by the Fund after 30 June 2007 that have not been included in the Fund's assessable income because they do not attract contributions tax.

The crystallised segment is made up of amounts that were not taxed or were lightly taxed under the pre-July 2007 rules. This includes the old pre-July 1983, CGT exempt, post-June 1994 invalidity, concessional and undeducted components.

The taxable component consists of the remainder of the benefit.

Tax components of benefits

As mentioned previously, super benefits are made up of two components – a tax-free and a taxable component. The tax-free component is the part of your benefit that is tax-free. The taxable component is the part of your benefit that is taxable and may include two parts – a taxed element (where tax has already been paid on the benefit in the Fund) and the untaxed component (where tax has not been paid in the Fund).

Where a person aged less than 60 takes a super benefit

If you're aged less than 60 and take out your super:

- the tax-free component will be tax-free; and
- the taxable component (assuming that it is a 100% taxed element) is:
 - tax-free up to the low rate cap, with the balance being taxed at 15%, if you are between your preservation age and 60; and
 - 20% if you are under your preservation age.

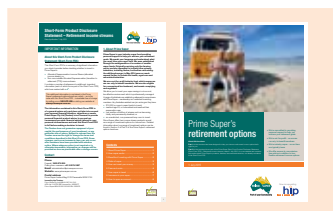
The low rate cap for the 2014-15 tax year is \$185,000. Income protection benefits are taxed in the same way as wages and salaries. Different rules apply to most Government super funds.

Where a person aged 60 or over takes a super benefit

If you are aged 60 or over and your benefit is a taxed element, your benefit is tax-free.

If you are still working, you may also be able to take advantage of the tax benefits associated with a TTR strategy. You can save tax by making salary sacrifice contributions into your Prime Super account while drawing income from your Prime Super TTR income stream.

Different rules apply to most Government super funds.



More information about Prime Super's income stream products is available in the Prime Super *Short-Form PDS – Retirement income streams* and the *Prime Super's retirement options* brochure.

Tax on Death & Terminal Illness benefits

If your lump sum Death benefit is paid to a person who is considered a dependant for tax purposes, the payment is tax-free.

If it is paid to a non-dependant, tax is payable on the taxable component of the lump sum at 15% plus the Medicare levy. Any untaxed element of the benefit will be taxed at 30% plus the Medicare levy. This amount is deducted from the Death benefit before it is paid to the non-dependant. Terminal Illness benefits that are paid to members are tax-free.

Government co-contributions

If you're a low to middle income earner, you may be entitled to receive a super co-contribution from the Government. To qualify, you must earn below a specified amount (for the current thresholds, please visit www.ato.gov.au/super) and make personal contributions from your after-tax income. Salary sacrifice contributions are ineligible for co-contributions.

The co-contribution scheme also includes self-employed people who earn no more than 10% of their assessable income from wages or salary.

Co-contributions *do not* count towards your non-concessional contributions cap.

Eligibility for a co-contribution is determined by the ATO and it will advise you of the amount of any co-contribution you may be entitled to. Payments of co-contributions to Prime Super by the ATO may not always be timely and you should contact the ATO for more information on the timing of your co-contribution payment.

Low income superannuation contribution (LISC)*

For the 2012-13 to 2016-17 financial years, if you earn less than \$37,000, the government will refund the 15% contributions tax for concessional (before-tax) contributions made by you, or for you, up to a maximum of \$500. For more information on the LISC please go to www.ato.gov.au/super.

* Please note that the LISC is only available for concessional contributions made up to and including the 2016-17 financial year and determination by the ATO as to whether the LISC is payable will cease on 30 June 2019. Please see www.ato.gov.au/super for further information.

Spouse contributions

If you make contributions to your spouse's super account on their behalf, you may be entitled to the spouse tax offset. The offset is subject to the following provisions:

- your spouse is under age 65 or working at least on a part-time basis between the ages of 65-69;
- the contribution is made to a complying super fund;
- you did not claim a tax deduction on the contributions;
- both you and your spouse are residents of Australia at the time contributions are made (and were not living separately on a permanent basis); and
- your spouse's assessable income is less than \$13,800.

The rebate is currently 18% of contributions up to \$3,000 to a maximum rebate of \$540. The rebate is reduced by \$1 for every \$1 the eligible spouse's assessable income is above \$10,800 and is capped at \$13,800. Reportable fringe benefits are included in the calculation of an eligible spouse's income.

Contribution splitting

You can split certain super contributions made during a financial year with your spouse. This allows your spouse to accumulate their own super, even if they have a low income or are not working. Not all types of contributions can be split and the rules have changed over time. Generally you are only allowed to split employer contributions (including salary sacrificed contributions) or if you are self-employed, any personal contributions that you are going to claim a tax deduction for. For a full list of contributions that can be split and the limits that apply to contribution splitting, please call us on **1800 675 839** or the ATO.

Tax File Numbers (TFNs)

The Trustee is authorised by law to collect your TFN under the *Superannuation Industry (Supervision) Act 1993 (Cth)*.

The Trustee will only use your TFN for lawful purposes, including identifying or finding your lost superannuation benefits, merging accounts within the Fund, calculating tax on payments and providing information to the ATO.

These purposes may change in the future as a result of legislative change. By law, we may disclose your TFN to another super fund, when your benefits are being transferred, unless you request otherwise in writing.

It is not an offence to withhold your TFN, however if we do not have your TFN:

- we may have to pay extra income tax on contributions your employer makes for you (including any salary sacrificed contributions) and may take this extra money out of your super account; and
- we may not be able to accept some contributions.

You may provide your TFN over the phone or in writing (including electronically). Your annual member benefit statement shows whether you have supplied your TFN. If you have not supplied us with your TFN but would like to do so, please contact us on **1800 675 839** or update your details using our secure online member services facility at **www.primesuper.com.au**.

Super contributions surcharge

The Government scrapped the super surcharge for new contributions received after 30 June 2005.

However, surcharge tax assessments relating to past periods may be received by the Fund for some members. If this is the case, your benefit in Prime Super will be reduced by the value of the surcharge tax assessment. The Trustee does not calculate surcharge tax assessments. Members who wish to question a surcharge tax assessment should contact the ATO on **13 10 20**.

Further tax information

For more information on how tax applies to super contributions, investment earnings and withdrawals, go to the ATO website at **www.ato.gov.au**.

8. INSURANCE IN YOUR SUPER

Insurance offered through Prime Super's *Prime* division is provided by MetLife Insurance Limited (ABN 75 004 274 882 AFSL 238096) (MetLife) (Insurer). The insurance policies are held by the Trustee. The insurance policies, Trust Deed and relevant law help determine your eligibility for insurance cover.

Types of insurance

Subject to underwriting restrictions, members can choose the insurance benefits that suit them. The Fund offers members:

- Death only insurance (including Terminal Illness);
- Death (including Terminal Illness) and Total & Permanent Disablement (TPD) insurance; and
- Income protection insurance.

Insurance options

Members can choose from the following insurance options:

Option	Description	Explanation	Rates available	For more information
1	Default cover (unitised)	All eligible members are entitled to: <ul style="list-style-type: none">• four units of Death and TPD insurance; or• four units of Death only (including Terminal Illness) insurance.	Standard, White collar & Professional	Page 37
2	Increased/extra cover (unitised)	You can increase the number of units of cover you have at any time – subject to underwriting.		Page 39
3	Fixed cover	You can select a specific amount of insurance cover which will not change from year to year.		Page 39
4	Reduced cover or no cover	You can reduce your cover at any time or opt for no insurance through the Fund.		Page 39
5	Income protection	You can apply for this cover in addition to your Death and/or TPD cover.	Standard, White collar, Professional & Special risk	Page 41

Default cover

Employer Sponsored Members

You are eligible for cover, if you are an Employer Sponsored Member and you:

- are aged between 14 years and 9 months and 70 years of age;
- are in Active Employment¹ at the date cover commences;
- have not previously received a TPD benefit from any source; and
- have not previously elected to cancel your insurance cover with the Fund.

Personal Members

You are eligible for Limited Cover², if you are a Personal Member and you:

- are aged between 14 years and 9 months and 70 years of age;
- have not previously received a TPD benefit from any source; and
- have not previously elected to cancel your insurance cover with the Fund.

Your Limited Cover restriction will apply for 24 months and will be removed after the 24 months have elapsed once you meet Active Employment for 30 consecutive days.

Your cover will commence on the day the Fund receives a contribution to your member account (this can be an employer contribution or personal contribution) provided your account holds sufficient funds to pay insurance premiums.

Default insurance cover consists of four units of Death & TPD insurance.

Default insurance cover is unitised which means you purchase it in units that have a specified benefit value at each age. Each unit of Death & TPD insurance costs **\$1.00 per week (\$1.18 gross)**, so default insurance cover costs **\$4.00 per week (\$4.72 gross)**.

¹ If you are not in Active Employment, you will only qualify for Limited Cover until you have returned to Active Employment for 30 consecutive days. See the 'Defined terms in this section' on page 46 for a definition of 'Active Employment'

² See the 'Defined terms in this section' on page 46 for a definition of 'Limited Cover'.

This amount is deducted directly from your member account. New members can apply for up to eight *additional* units of cover via the *Member application form*. Members who require additional cover can apply online or complete the *Insurance application/Variation form*.

Each unit of Death only (including Terminal Illness) insurance costs **\$0.67 per week (\$0.79 gross)**. Death only insurance is only available when you are not eligible for TPD insurance or where you choose not to be insured for TPD. You may not be eligible for TPD insurance if you have received a TPD payment in the past.

The gross amounts shown have been calculated based on an assumption of 15% tax. You will receive a tax benefit equivalent to 15% of this fee on your account. The net effect of this change in disclosure is nil on the premium. The Fund will pay tax at a rate that is less than 15%. The difference is retained in the Administration Reserve.

Default Death & TPD and Death only cover is provided at **Standard rates**. Members can apply (either on the *Member application form* when they first join the Fund or at any time via the *Insurance application/Variation form*) to be covered under White collar or Professional rates. These rates provide a higher benefit at no additional cost (or a similar benefit at a lower cost if you have more cover than the default). However please note, you must be in Active Employment at the time you apply for a change in your occupational rating otherwise Limited Cover will apply to any increase in cover (if accepted).

You can purchase any number of additional units of insurance subject to underwriting and maximum cover amounts. The amount of insurance each unit purchases depends on your age. The following table shows the amount of insurance purchased per unit at each age at Standard, White collar and Professional rates. Please note that insurance rates may change from time-to-time.

Coverage for Death only (including Terminal Illness) and Death & TPD cover

Age next birthday	Standard	White collar	Professional
	Death only - \$0.67 (\$0.79 gross) per unit per week Death & TPD - \$1.00 (\$1.18 gross) per unit per week		
25 and under	\$23,800	\$74,100	\$81,500
26	\$25,700	\$75,900	\$83,400
27	\$27,500	\$77,600	\$85,300
28	\$29,400	\$79,300	\$87,300
29	\$31,200	\$81,000	\$89,100
30-40	\$33,100	\$82,800	\$91,000
41	\$31,400	\$78,600	\$86,500
42	\$28,700	\$71,900	\$79,100
43	\$26,800	\$67,100	\$73,900
44	\$24,900	\$62,200	\$68,500
45	\$23,000	\$57,600	\$63,400
46	\$21,200	\$52,900	\$58,200
47	\$19,700	\$49,300	\$54,200
48	\$18,300	\$45,700	\$50,200
49	\$16,900	\$42,400	\$46,600
50	\$15,800	\$39,400	\$43,300
51	\$14,600	\$36,400	\$40,100
52	\$13,100	\$32,800	\$36,100
53	\$12,100	\$30,200	\$33,200
54	\$11,200	\$28,100	\$30,900
55	\$10,100	\$25,300	\$27,800
56	\$9,200	\$23,000	\$25,400
57	\$8,500	\$21,200	\$23,300
58	\$7,600	\$19,100	\$21,000
59	\$6,900	\$17,200	\$19,000
60	\$6,100	\$15,400	\$16,900
61	\$5,400	\$13,500	\$14,900
62	\$4,900	\$12,200	\$13,400
63	\$4,300	\$10,900	\$12,000
64	\$3,800	\$9,400	\$10,400
65*	\$3,200	\$7,900	\$8,700
66-70*	\$2,600	\$6,500	\$7,100

* For TPD Cover, Part B of the TPD Definition under 'TPD Insurance' in the 'Defined terms in this section,' on page 48, applies.

Cancellation of default cover

If you decide you do not want insurance cover through the Fund, you have **60 days** from the date of your welcome letter to cancel your insurance cover. If you cancel within the 60 day period, any premiums paid by you will be refunded to your member account. If you cancel your insurance cover you will not be able to make a claim through Prime Super for any event that occurs whilst you are a member and do not hold insurance cover.

You can reapply for cover at any time in the future however your request will be subject to underwriting (the provision of health, occupation and lifestyle evidence) and any cover will be subject to acceptance by the insurer.

To cancel your default cover you will need to complete an *Insurance application/Variation form*.

If you decide to cancel your insurance cover outside the 60 day period, any premiums you have paid will not be refunded to your account.

Increased cover

If you do not have enough cover to protect yourself and your dependents in the event of death or disability, you can apply to increase your level of cover.

You can apply for **up to 12 units of cover** (or the equivalent of 12 units in fixed cover) via the *Member application form (Prime division)* when you join the Fund.

You can also apply for an increase in cover at any time using our online application portal (you must be registered for online services) or by completing an *Insurance application/Variation form*. Members applying for increased cover may be required to provide additional health information. If you apply for cover online, in most cases you will find out the outcome of your application straight away.

Fixed cover

This type of insurance provides you with an agreed sum of Death & TPD insurance cover, subject to you being in **Active Employment** at the date you apply to fix your cover. If you are not in Active Employment then **Limited Cover** will apply to any increase in cover until you return to Active Employment for 30 consecutive days.

You can apply to fix your existing cover or apply for additional cover at any time by completing an *Insurance application/Variation form*. You can also apply online if you are registered for online services.

Quotations for fixed cover

The premium rates shown in the tables on pages 40 and 41 are differentiated by occupational profile. This allows you to calculate the premiums that may apply to your cover. Your occupation would be considered as Standard unless you are eligible for and have been accepted for the White collar or Professional scale.

Alternately you can obtain a quote for insurance cover by contacting us. All quotes are indicative and insurance rates may change from time to time.

How to work out your premium

You can also work out the premium that applies to a particular amount of cover by following these steps. Calculations are **indicative only** and insurance rates may change from time to time.

1. From the table on page 40, find the rate for your occupational profile.
2. Multiply your rate by the amount of insurance you require and divide by 1,000 to calculate the yearly premium.
3. Divide the result by 12 to calculate the monthly premium.

Example*

Jack is 24 and works in an office. Jack's occupational profile is Standard. He wants \$300,000 worth of Death & TPD insurance cover. According to the table on page 40, Jack's rate is 2.19. To work out his premium, we multiply the rate by the amount of cover he wants and then divide it by 1,000:

$$(2.19 \times 300,000) / 1,000 = \$657$$

We then divide the answer by 12 to work out his monthly premium:

$$\$657 / 12 = \$54.75$$

This means that Jack's monthly premium would be \$54.75 for \$300,000 worth of Death & TPD cover.

* net amounts have been used in this example.

Reduced or no insurance cover

You are able to reduce your default insurance to:

- three, two or one unit(s) of cover; or
- from Death & TPD cover to just Death only (including Terminal Illness) cover.

Alternatively you can also choose to cancel all of your insurance in the Fund, in which case your Death (including Terminal Illness) and TPD benefits will be equal to the balance of your member account.

If you would like to reduce or cancel your default cover, please complete an *Insurance application/Variation form* and return it to us.

If you drop or reduce your insurance cover and decide to take out insurance cover at a later stage, you can do this online or by completing an *Insurance application/Variation form*. When you reapply for cover, your request will be subject to underwriting (the provision of health, occupation and lifestyle evidence) and any cover will be subject to acceptance by the insurer.

Fixed cover – Death & TPD – Annual premium rates per \$1,000 of cover

Age next birthday	Standard (rate)		White collar (rate)		Professional (rate)	
	net	gross	net	gross	net	gross
25 and under	\$2.19	\$2.58	\$0.71	\$0.84	\$0.64	\$0.75
26	\$2.03	\$2.39	\$0.69	\$0.81	\$0.63	\$0.74
27	\$1.90	\$2.24	\$0.67	\$0.79	\$0.62	\$0.73
28	\$1.78	\$2.09	\$0.65	\$0.76	\$0.59	\$0.69
29	\$1.67	\$1.96	\$0.64	\$0.75	\$0.59	\$0.69
30-40	\$1.57	\$1.85	\$0.63	\$0.74	\$0.58	\$0.68
41	\$1.66	\$1.95	\$0.67	\$0.79	\$0.60	\$0.71
42	\$1.81	\$2.13	\$0.73	\$0.86	\$0.65	\$0.76
43	\$1.94	\$2.28	\$0.78	\$0.92	\$0.71	\$0.84
44	\$2.10	\$2.47	\$0.84	\$0.99	\$0.77	\$0.91
45	\$2.27	\$2.67	\$0.91	\$1.07	\$0.82	\$0.96
46	\$2.47	\$2.91	\$0.98	\$1.15	\$0.89	\$1.05
47	\$2.64	\$3.11	\$1.06	\$1.25	\$0.96	\$1.13
48	\$2.86	\$3.36	\$1.15	\$1.35	\$1.03	\$1.21
49	\$3.08	\$3.62	\$1.23	\$1.45	\$1.12	\$1.32
50	\$3.31	\$3.89	\$1.32	\$1.55	\$1.21	\$1.42
51	\$3.59	\$4.22	\$1.44	\$1.69	\$1.30	\$1.53
52	\$3.98	\$4.68	\$1.59	\$1.87	\$1.45	\$1.71
53	\$4.32	\$5.08	\$1.72	\$2.02	\$1.57	\$1.85
54	\$4.65	\$5.47	\$1.86	\$2.19	\$1.69	\$1.99
55	\$5.16	\$6.07	\$2.06	\$2.42	\$1.88	\$2.21
56	\$5.67	\$6.67	\$2.27	\$2.67	\$2.06	\$2.42
57	\$6.16	\$7.25	\$2.47	\$2.91	\$2.24	\$2.64
58	\$6.85	\$8.06	\$2.73	\$3.21	\$2.49	\$2.93
59	\$7.58	\$8.92	\$3.03	\$3.56	\$2.76	\$3.25
60	\$8.50	\$10.00	\$3.40	\$4.00	\$3.08	\$3.62
61	\$9.66	\$11.36	\$3.87	\$4.55	\$3.51	\$4.13
62	\$10.71	\$12.60	\$4.28	\$5.04	\$3.89	\$4.58
63	\$12.01	\$14.13	\$4.81	\$5.66	\$4.37	\$5.14
64	\$13.87	\$16.32	\$5.54	\$6.52	\$5.04	\$5.93
65[#]	\$16.42	\$19.32	\$6.57	\$7.73	\$5.97	\$7.02
66-70[#]	\$20.11	\$23.66	\$8.01	\$9.42	\$7.28	\$8.56

[#] For TPD Cover, Part B of the TPD Definition under 'TPD Insurance' in the 'Defined terms in this section,' on page 48, applies.

Exclusion or loadings

Sometimes if a member has a higher risk of a medical condition, the insurer might apply an exclusion and/or loading to their insurance cover rather than refuse to cover them at all.

An insurer will often apply an exclusion to a member's policy to offset or eliminate the risk associated with a particular condition. Without the exclusion the member may have to pay increased premiums, or have their cover declined altogether where no loadings are available. An exclusion clause is usually applied when a member discloses a pre-existing medical condition that increases their risk of claiming under the policy. Additionally, exclusions can be applied when a person performs an activity that increases their likelihood of death or disability, such as sky diving. Where an exclusion clause is applied, the member is still covered for all other unrelated health conditions and activities.

Loadings allow an insurer to accept risk in relation to conditions that generally impact a person's level of health, such as blood pressure and diabetes, which do not necessarily result in a specific cause of claim. In such circumstances the insurer cannot identify a particular condition to exclude but has assessed that the cover would expose it to a greater risk of incurring a claim.

Fixed cover – Death only – Annual premium rates per \$1,000 of cover

Age next birthday	Standard (rate)		White collar (rate)		Professional (rate)	
	net	gross	net	gross	net	gross
25 and under	\$1.46	\$1.72	\$0.47	\$0.55	\$0.43	\$0.51
26	\$1.36	\$1.60	\$0.45	\$0.53	\$0.42	\$0.49
27	\$1.26	\$1.48	\$0.45	\$0.53	\$0.40	\$0.47
28	\$1.18	\$1.39	\$0.44	\$0.52	\$0.40	\$0.47
29	\$1.11	\$1.31	\$0.43	\$0.51	\$0.39	\$0.46
30-40	\$1.04	\$1.22	\$0.42	\$0.49	\$0.38	\$0.45
41	\$1.11	\$1.31	\$0.44	\$0.52	\$0.40	\$0.47
42	\$1.21	\$1.42	\$0.48	\$0.56	\$0.44	\$0.52
43	\$1.30	\$1.53	\$0.52	\$0.61	\$0.47	\$0.55
44	\$1.40	\$1.65	\$0.55	\$0.65	\$0.50	\$0.59
45	\$1.51	\$1.78	\$0.60	\$0.71	\$0.55	\$0.65
46	\$1.64	\$1.93	\$0.65	\$0.76	\$0.59	\$0.69
47	\$1.76	\$2.07	\$0.71	\$0.84	\$0.64	\$0.75
48	\$1.90	\$2.24	\$0.76	\$0.89	\$0.69	\$0.81
49	\$2.05	\$2.41	\$0.82	\$0.96	\$0.74	\$0.87
50	\$2.20	\$2.59	\$0.88	\$1.04	\$0.81	\$0.95
51	\$2.39	\$2.81	\$0.96	\$1.13	\$0.87	\$1.02
52	\$2.64	\$3.11	\$1.06	\$1.25	\$0.97	\$1.14
53	\$2.88	\$3.39	\$1.16	\$1.36	\$1.04	\$1.22
54	\$3.10	\$3.65	\$1.23	\$1.45	\$1.13	\$1.33
55	\$3.44	\$4.05	\$1.37	\$1.61	\$1.25	\$1.47
56	\$3.78	\$4.45	\$1.51	\$1.78	\$1.37	\$1.61
57	\$4.10	\$4.82	\$1.64	\$1.93	\$1.50	\$1.76
58	\$4.56	\$5.36	\$1.83	\$2.15	\$1.66	\$1.95
59	\$5.05	\$5.94	\$2.03	\$2.39	\$1.84	\$2.16
60	\$5.67	\$6.67	\$2.27	\$2.67	\$2.06	\$2.42
61	\$6.45	\$7.59	\$2.58	\$3.04	\$2.34	\$2.75
62	\$7.14	\$8.40	\$2.86	\$3.36	\$2.59	\$3.05
63	\$8.01	\$9.42	\$3.21	\$3.78	\$2.91	\$3.42
64	\$9.25	\$10.88	\$3.69	\$4.34	\$3.35	\$3.94
65	\$10.95	\$12.88	\$4.38	\$5.15	\$3.98	\$4.68
66-70	\$13.41	\$15.78	\$5.34	\$6.28	\$4.86	\$5.72

Income protection

Income protection protects you when you suffer a short-term Disability (including a Partial Disability) that prevents you from earning a regular income. You may structure your benefit so that you become eligible to accrue payments after serving a waiting period of 30, 60 or 90 days after becoming Disabled.

Payments can be received for up to two years³ and are paid monthly in arrears. The cover provides you with a regular income of up to 85%⁴ of your monthly income. New members can apply for up to \$5,000 per month in cover upon joining by completing the *Member application form (Prime division)*. Thereafter, a maximum limit applies, which is \$20,000 per month.

The premium rates shown in the table on page 43 are differentiated by age, waiting period and sex. In addition, various loadings apply based on your occupational profile. This allows you to calculate the premiums that may apply to your cover.

Your occupation would be considered Standard unless you are eligible and are approved for the White collar or Professional scale, or work in an occupation for which cover is considered a Special risk. The Special risk occupational profile has been negotiated by the Trustee on your behalf and allows members who work in hazardous occupations to access cover where it would not normally be offered due to their occupation.

Eligibility

All members are eligible for Income protection cover if they hold an account with the Fund (with sufficient funds to pay insurance premiums) and are aged between 14 years and 9 months and 65 years of age (inclusive). Of course, it is only of benefit to you if you are working. Should you cease work, we would recommend you review your insurance arrangements.

³ Or up to 12 months from the date you are Disabled if you are overseas and make an Income protection claim.

⁴ Where you are insured for over 75% of your regular income, up to 10% is paid to Prime Super as a superannuation contribution.

Determining your monthly income

In the event of a claim the Insurer will apply the following definition to determine your monthly income:

For employees employed on a permanent basis

Monthly income is the total regular monthly income received from your employer for personal exertion for your usual occupation (including salary sacrifice amounts but excluding overtime, bonuses, commissions, profit distributions, directors' fees and any other non-regular payments).

For employees not employed on a permanent basis

Monthly income refers to the average of your regular income from your employer over the previous 12 months. Monthly income is averaged over the last 12 months prior to becoming Disabled, or the actual period if less, subject to a minimum averaging period of six months.

For business owners (other than farming occupation)

If you directly or indirectly own part or all of a non-farming business or professional practice from which you earn a regular income, earnings will include the gross revenue generated by the business as a result of your personal exertion, less eligible business expenses. Earnings exclude investment income, business expenses and mandated super contributions. Monthly income is the average over the previous 12 months prior to becoming Disabled.

For business owners in a farming occupation

If you directly or indirectly own part or all of a farming business or professional practice from which you earn a regular income, earnings will include the gross revenue generated by the business as a result of your personal exertion, less eligible business expenses. Earnings exclude investment income, business expenses and mandated super contributions. Monthly income is the average income over the previous 36 months prior to becoming Disabled.

How to apply for Income protection cover

You can apply for Income protection cover via our *Member application form* when you join, or at any time online or via the *Insurance application/Variation form*. You will be informed of acceptance and any conditions or loadings that may apply once the Insurer has assessed your application.

Ask for an Income protection quote

You can obtain a quote for insurance cover by calling us on **1800 675 839**. All quotes provided are indicative and insurance rates may change from time to time.

How to work out your premium

You can also work out the premium that applies to a particular amount of cover by following these steps.

Calculations are indicative only and insurance rates may change from time to time.

1. From the table on page 43, find the rate for your age (next birthday) and multiply it by your occupational profile.
2. Multiply this factor shown by the amount of insurance (e.g. 85% of your income) you require and divide by 1,000 to calculate the yearly premium.
3. Divide the result by 12 to calculate the monthly premium.

Example*

Jack is 24 and works as a storeman. His annual salary is \$40,000 and he wants \$34,000 (85%) worth of Income protection insurance cover with a 90 day waiting period. Jack's occupational profile is Standard.

According to the table on page 43, Jack's rate is \$0.77. We need to multiply this rate by his occupational profile to work out his premium rate:

$$\text{\$0.77} \times 250\% = \text{\$1.925}$$

To work out his premium, we multiply the premium rate by the amount of cover he wants and then divide the answer by 1,000:

$$(\text{\$1.925} \times \text{\$34,000}) / 1,000 = \text{\$65.45}$$

We then divide the answer by 12 to work out his monthly premium:

$$\text{\$65.45} / 12 = \text{\$5.45 (rounded to the nearest cent)}$$

This means that Jack's monthly premium would be **\\$5.45 for \\$34,000** worth of Income protection cover.

* net amounts have been used in this example.

Indicative White collar Income protection premium rates per \$1,000 of annual cover including stamp duty.

Waiting period	30 days				60 days				90 days			
Benefit period	2 years				2 years				2 years			
Age next birthday	Male (Net)	Male (Gross)	Female (Net)	Female (Gross)	Male (Net)	Male (Gross)	Female (Net)	Female (Gross)	Male (Net)	Male (Gross)	Female (Net)	Female (Gross)
16	\$2.48	\$2.92	\$2.77	\$3.26	\$1.51	\$1.78	\$1.69	\$1.99	\$0.88	\$1.04	\$0.98	\$1.15
17	\$2.55	\$3.00	\$2.86	\$3.36	\$1.55	\$1.82	\$1.74	\$2.05	\$0.89	\$1.05	\$0.99	\$1.16
18	\$2.64	\$3.11	\$2.94	\$3.46	\$1.59	\$1.87	\$1.79	\$2.11	\$0.93	\$1.09	\$1.03	\$1.21
19	\$2.67	\$3.14	\$3.00	\$3.53	\$1.64	\$1.93	\$1.82	\$2.14	\$0.95	\$1.12	\$1.05	\$1.24
20	\$2.71	\$3.19	\$3.03	\$3.56	\$1.65	\$1.94	\$1.84	\$2.16	\$0.95	\$1.12	\$1.05	\$1.24
21	\$2.78	\$3.27	\$3.20	\$3.76	\$1.68	\$1.98	\$1.94	\$2.28	\$0.96	\$1.13	\$1.12	\$1.32
22	\$2.70	\$3.18	\$3.20	\$3.76	\$1.62	\$1.91	\$1.92	\$2.26	\$0.89	\$1.05	\$1.08	\$1.27
23	\$2.67	\$3.14	\$3.24	\$3.81	\$1.58	\$1.86	\$1.94	\$2.28	\$0.85	\$1.00	\$1.05	\$1.24
24	\$2.63	\$3.09	\$3.27	\$3.85	\$1.55	\$1.82	\$1.94	\$2.28	\$0.80	\$0.94	\$1.04	\$1.22
25	\$2.58	\$3.04	\$3.30	\$3.88	\$1.51	\$1.78	\$1.95	\$2.29	\$0.77	\$0.91	\$1.04	\$1.22
26	\$2.55	\$3.00	\$3.34	\$3.93	\$1.48	\$1.74	\$1.97	\$2.32	\$0.72	\$0.85	\$1.03	\$1.21
27	\$2.58	\$3.04	\$3.47	\$4.08	\$1.48	\$1.74	\$2.03	\$2.39	\$0.69	\$0.81	\$1.05	\$1.24
28	\$2.63	\$3.09	\$3.60	\$4.24	\$1.49	\$1.75	\$2.12	\$2.49	\$0.69	\$0.81	\$1.10	\$1.29
29	\$2.67	\$3.14	\$3.75	\$4.41	\$1.52	\$1.79	\$2.19	\$2.58	\$0.69	\$0.81	\$1.13	\$1.33
30	\$2.76	\$3.25	\$3.93	\$4.62	\$1.56	\$1.84	\$2.29	\$2.69	\$0.69	\$0.81	\$1.14	\$1.34
31	\$2.86	\$3.36	\$4.13	\$4.86	\$1.61	\$1.89	\$2.39	\$2.81	\$0.72	\$0.85	\$1.18	\$1.39
32	\$2.96	\$3.48	\$4.33	\$5.09	\$1.66	\$1.95	\$2.48	\$2.92	\$0.73	\$0.86	\$1.20	\$1.41
33	\$3.10	\$3.65	\$4.58	\$5.39	\$1.74	\$2.05	\$2.63	\$3.09	\$0.77	\$0.91	\$1.25	\$1.47
34	\$3.24	\$3.81	\$4.84	\$5.69	\$1.82	\$2.14	\$2.76	\$3.25	\$0.80	\$0.94	\$1.29	\$1.52
35	\$3.39	\$3.99	\$5.10	\$6.00	\$1.89	\$2.22	\$2.88	\$3.39	\$0.83	\$0.98	\$1.31	\$1.54
36	\$3.56	\$4.19	\$5.38	\$6.33	\$2.01	\$2.36	\$3.06	\$3.60	\$0.89	\$1.05	\$1.40	\$1.65
37	\$3.76	\$4.42	\$5.72	\$6.73	\$2.12	\$2.49	\$3.23	\$3.80	\$0.95	\$1.12	\$1.46	\$1.72
38	\$3.99	\$4.69	\$6.08	\$7.15	\$2.25	\$2.65	\$3.44	\$4.05	\$1.03	\$1.21	\$1.58	\$1.86
39	\$4.19	\$4.93	\$6.43	\$7.56	\$2.39	\$2.81	\$3.65	\$4.29	\$1.10	\$1.29	\$1.68	\$1.98
40	\$4.46	\$5.25	\$6.82	\$8.02	\$2.55	\$3.00	\$3.89	\$4.58	\$1.20	\$1.41	\$1.82	\$2.14
41	\$4.72	\$5.55	\$7.23	\$8.51	\$2.71	\$3.19	\$4.15	\$4.88	\$1.31	\$1.54	\$1.98	\$2.33
42	\$5.00	\$5.88	\$7.68	\$9.04	\$2.91	\$3.42	\$4.43	\$5.21	\$1.45	\$1.71	\$2.18	\$2.56
43	\$5.31	\$6.25	\$8.15	\$9.59	\$3.11	\$3.66	\$4.74	\$5.58	\$1.59	\$1.87	\$2.40	\$2.82
44	\$5.64	\$6.64	\$8.65	\$10.18	\$3.33	\$3.92	\$5.08	\$5.98	\$1.76	\$2.07	\$2.64	\$3.11
45	\$6.01	\$7.07	\$9.18	\$10.80	\$3.59	\$4.22	\$5.45	\$6.41	\$1.97	\$2.32	\$2.93	\$3.45
46	\$6.40	\$7.53	\$9.77	\$11.49	\$3.85	\$4.53	\$5.83	\$6.86	\$2.15	\$2.53	\$3.20	\$3.76
47	\$6.82	\$8.02	\$10.37	\$12.20	\$4.15	\$4.88	\$6.25	\$7.35	\$2.39	\$2.81	\$3.50	\$4.12
48	\$7.28	\$8.56	\$11.03	\$12.98	\$4.46	\$5.25	\$6.71	\$7.89	\$2.66	\$3.13	\$3.86	\$4.54
49	\$7.75	\$9.12	\$11.68	\$13.74	\$4.82	\$5.67	\$7.16	\$8.42	\$2.97	\$3.49	\$4.25	\$5.00
50	\$8.31	\$9.78	\$12.45	\$14.65	\$5.21	\$6.13	\$7.69	\$9.05	\$3.29	\$3.87	\$4.64	\$5.46
51	\$8.90	\$10.47	\$13.26	\$15.60	\$5.65	\$6.65	\$8.24	\$9.69	\$3.67	\$4.32	\$5.08	\$5.98
52	\$9.54	\$11.22	\$14.13	\$16.62	\$6.14	\$7.22	\$8.85	\$10.41	\$4.10	\$4.82	\$5.54	\$6.52
53	\$10.23	\$12.04	\$15.06	\$17.72	\$6.67	\$7.85	\$9.48	\$11.15	\$4.58	\$5.39	\$6.01	\$7.07
54	\$11.02	\$12.96	\$16.09	\$18.93	\$7.25	\$8.53	\$10.17	\$11.96	\$5.10	\$6.00	\$6.53	\$7.68
55	\$11.88	\$13.98	\$17.23	\$20.27	\$7.92	\$9.32	\$10.94	\$12.87	\$5.71	\$6.72	\$7.08	\$8.33
56	\$12.83	\$15.09	\$18.47	\$21.73	\$8.64	\$10.16	\$11.75	\$13.82	\$6.37	\$7.49	\$7.66	\$9.01
57	\$13.91	\$16.36	\$19.85	\$23.35	\$9.46	\$11.13	\$12.65	\$14.88	\$7.10	\$8.35	\$8.27	\$9.73
58	\$15.08	\$17.74	\$21.35	\$25.12	\$10.35	\$12.18	\$13.60	\$16.00	\$7.91	\$9.31	\$8.88	\$10.45
59	\$16.41	\$19.31	\$23.06	\$27.13	\$11.35	\$13.35	\$14.68	\$17.27	\$8.80	\$10.35	\$9.54	\$11.22
60	\$17.89	\$21.05	\$24.94	\$29.34	\$12.47	\$14.67	\$15.83	\$18.62	\$9.79	\$11.52	\$10.23	\$12.04
61	\$19.70	\$23.18	\$27.25	\$32.06	\$13.82	\$16.26	\$17.25	\$20.29	\$11.00	\$12.94	\$11.09	\$13.05
62	\$21.75	\$25.59	\$29.87	\$35.14	\$15.35	\$18.06	\$18.84	\$22.16	\$12.34	\$14.52	\$11.98	\$14.09
63	\$24.11	\$28.36	\$32.90	\$38.71	\$17.08	\$20.09	\$20.68	\$24.33	\$13.85	\$16.29	\$13.07	\$15.38
64	\$22.78	\$26.80	\$30.90	\$36.35	\$15.67	\$18.44	\$18.87	\$22.20	\$12.04	\$14.16	\$11.03	\$12.98
65	\$12.51	\$14.72	\$16.98	\$19.98	\$7.59	\$8.93	\$9.43	\$11.09	\$4.36	\$5.13	\$3.99	\$4.69

Continued overleaf

Occupational profile	Loadings
Professional	80%
White collar	100%
Standard	250%
Special risk	600%

Benefit payments

Should you be eligible for Income protection benefits, payments will cease on the earlier of:

- the date you are no longer disabled;
- your 65th birthday;
- the date you cease to be under the regular care of, and following the advice of a medical practitioner;
- the date you die;
- the end of the two year benefit payment period; or
- the Insurer determining you are capable of resuming your occupation.

Exclusions to your Income protection cover

No insured benefit will be paid if the illness or injury resulting in disability is directly or indirectly caused by:

- any intentional self-inflicted injury or attempt to commit suicide; or
- war; or
- normal and uncomplicated pregnancy, caesarean birth, threatened miscarriage, participation in in-vitro fertilisation or other medically assisted fertilisation techniques and normal discomforts of pregnancy, including but not limited to morning sickness, back ache, varicose veins, ankle swelling and bladder problems.

Health information

If you are applying for insurance or making a claim through the Fund we may be required, with your consent, to collect information about you and your family's medical history (health information) so the Insurer is able to assess your application or claim.

In turn, the Insurer may pass this information to their reinsurers and/or contractors and third party service providers to assist them in assessing cover. The Insurer, their reinsurers, contractors and third party service providers are required to keep this information confidential but may use the information collected in assessing any application or claim you make and may pass this information on to any other party that assists them in assessing an application or claim.

If you make a claim under the insurance policy, the Insurer may conduct investigations to assess the validity of the claim. This may involve the use of investigation agents, legal advisers and the collection of personal information, including health information that the Insurer believes is relevant.

We will only use the health information we collect for these or directly related purposes. You can write to us to access the information we hold about you and to tell us if the information needs to be updated. We try to give each member access to their information on request, but we will tell you if this is not possible.

Additional general information on insurance

Online applications

Members who register for a secure online member account can apply to increase their insurance cover online without the need to fill in forms. This process will speed up member applications and reduce the amount of follow up that may be required. Plus you will find out straight away if your application has been successful or if the Insurer requires extra information. If you are required to provide more information, in most cases this can be provided over the phone.

When does insurance commence?

Default insurance cover will commence on the day the Fund receives a contribution to your member account (this can be an employer contribution or personal contribution) provided your account holds sufficient funds to pay insurance premiums and provided you meet the eligibility criteria for cover and are in Active Employment.

If you don't meet the eligibility criteria, you won't be eligible for cover. If you are not in Active Employment, you will only qualify for Limited Cover until you have returned to Active Employment for 30 consecutive days.

Interim cover on application

If you apply to increase your insurance cover you will receive an interim level of Death, TPD and/or Income protection cover (if you are applying for Income protection cover). This will cease on the earlier of a period of 90 days from when the Insurer receives your application, and the date application is either accepted or rejected. This cover is limited to the lesser of a total of \$1,500,000 Death & TPD or \$15,000 per month Income protection (including cover already in place) or the amount of additional cover you applied for.

Maximum cover

Insurance cover offered is subject to the following maximum amounts:

- \$5 million for Death only (including Terminal Illness) and \$3 million for Death & TPD; and
- the lesser of 85% of your salary or \$20,000 per month for Income protection.

Transfer your cover

If you have insurance with another super fund you can transfer your insurance to Prime Super when you roll over the balance of your external account to Prime Super. Any transferred insurance will be converted to **fixed cover** and will be in addition to the cover you already have in Prime Super. Any transferred cover is also subject to certain circumstances and conditions. To transfer your cover you will need to complete an *Application to transfer cover (Prime division)* form and send it to us with your most recent member benefit statement from your previous fund (the statement must not be older than 12 months old and must show that your cover is still active). Complete details are available on the *Application to transfer cover (Prime division)* form.

When does insurance cover end?

Generally, your insurance will cease on the earliest of, but not limited to, the following circumstances:

- you notify the Trustee in writing that you wish the insurance cover to cease;
- you die (in the case of Death & TPD cover, or receive a TPD or Terminal Illness benefit);
- you start active duty with the armed services of any country (other than the Australian Armed Forces Reserve and you are not on active duty outside Australia);
- you reach an age beyond which the Insurer is not willing to offer insurance. This age is currently 70 years (or 65 years for Income protection cover); or
- there are insufficient funds in your Prime Super member account to meet the premiums.

In some situations you may be able to re-instate your level of cover after it ceases.

Continuation of cover

Cover cannot be continued after you leave the Fund.

Making a claim

You must notify the Trustee (preferably in writing) as soon as reasonably practicable after an event giving rise to a claim. The Insurer is generally not obliged to accept liability for any claim which, due to the delay in notifying in writing, they are prejudiced in making a decision.

As a condition of paying an insured benefit the Insurer may require you, your estate or your personal legal representative to:

- substantiate the claim;
- be examined by a medical practitioner(s) appointed by the Insurer; and
- submit satisfactory proof of age.

If you make a claim under the insurance policy, the Insurer may conduct investigations to assess the validity of the claim. This may involve the use of investigation agents, legal advisers and the collection of personal information, including health information that the insurer believes is relevant.

Payment of insured benefits

All insured benefits payable by the Insurer in respect of a member are paid to the Trustee. The insured benefit is then paid out by the Trustee in accordance with the relevant law.

Insurance issued in error

Rarely, some members may be mistakenly set up with two accounts in the Fund and receive multiple units of default insurance cover. This will most often occur where members change employers. Should this occur, any incorrectly allocated cover will be invalid and any excess premiums paid will be refunded to your member account along with an allowance for any investment earnings (positive or negative).

Insurance premiums are not refundable

If you take out insurance cover and subsequently decide to terminate your cover, any premiums paid are not refundable. Please note that this does not apply to the cancellation of default cover where you cancel within 60 days of joining the Fund.

Duty of disclosure

When applying for insurance cover under the *Insurance Contracts Act 1984* you must disclose to the Insurer everything you know, or could reasonably be expected to know, that is relevant to the Insurer's decision to accept your application. If you fail to disclose relevant information the Insurer may treat your insurance as if you were never covered or reduce the sum insured.

Child accounts

Accounts can be held for children of any age in the Fund, however, insurance is not available to child members until they reach 14 years and 9 months. At this point, premiums are automatically deducted from their accounts for the default level of insurance.

Defined terms in this section

Disabled or Disability (Income protection cover only)

Means solely as a result of illness or injury occurring whilst the policy is in force if you are:

- unable to perform at least one income producing duty of your occupation; and
- not working in any occupation, whether or not for reward; and
- under the regular care and following the advice of a Medical Practitioner.

Date of disablement

Means the later of the date in which a Medical Practitioner examines and certifies in writing that you are disabled and you cease all work.

Employer Sponsored Member

Means a person who is an employee of an employer or is self-employed and has been accepted as a member of the Fund.

Personal Member

Means a person who has applied for and been accepted as a member of the Fund, and otherwise is not an Employer Sponsored Member.

Partial Disability or Partially Disabled (Income protection cover only)

Means you:

- have been disabled for at least 7 days out of the first 12 working days of the waiting period; and
- are unable to work in your occupation at full capacity as a result of the illness or injury resulting in disability; and
- are working in your occupation or any other occupation but only in a limited capacity; and
- are earning an income less than your pre-disability monthly income; and
- are under the regular care and following the advice of a Medical Practitioner.

Active Employment

For the purposes of life cover, Active Employment means that you are employed by an employer to carry out identifiable duties and, in the Insurer's opinion you are not restricted by illness or injury from performing those duties for at least 35 hours per week. You will still be considered to have met the requirements of this definition if you are not at work on the respective date, but are still employed by an employer and your absence is for reasons other than illness or injury (this is whether or not you are employed on a full-time basis).

Limited Cover

You are only covered for an illness that first becomes apparent or an injury that first occurs on or after the date the insurance cover commenced or recommenced. This effectively means that you're covered for everything except the illness that you have at the time you take out cover.

Professional occupational rating

Members can apply for a Professional occupational rating if they meet the following criteria:

- members must meet all of the conditions set out under the White collar occupational rating; and
 - earn in excess of \$100,000 p.a.; and
 - hold a tertiary qualification relevant to their current occupation, or be a member of a professional institute or be a senior member of their organisation's executive team.

If you apply and qualify for a Professional occupational rating you will be offered cover at Professional rates.

Special risk occupational rating

For the purposes of Income protection insurance, members employed in occupations that carry significant risk may be classified as Special risk by the insurer and have an extra premium added to their Income protection insurance rates.

Standard occupational rating

All members who have not been accepted for White collar, Professional or Special risk occupational ratings are deemed by the insurer to be Standard. This applies to Death only (including Terminal Illness), Death & TPD, fixed cover and Income protection insurance.

If you do not qualify for a White collar or Professional occupational rating, or in relation to Income protection insurance, the Insurer does not deem your occupation to be Special risk, you will be offered cover at Standard rates.

White collar occupational rating

Members may apply and be accepted by the insurer for a White collar occupational rating if they meet the following criteria:

- member's work duties must be of a clerical, administrative or management nature;
- member's work duties must be undertaken entirely within an office environment; and
- member's work duties must not require them to perform duties of a manual nature.

If you apply and qualify for a White collar occupational rating you will be offered cover at White collar rates.

Underwriting

Underwriting refers to the process the Insurer uses to assess your eligibility to receive their product.

When assessing your application, the Insurer may contact you directly by phone or in writing if they have any further questions. You will be notified of the outcome of your application in writing, including any terms, conditions and loadings that may apply. Your insurance premiums will then be debited from your member account once the Insurer has accepted your application.

Upon underwriting assessment of your insurance application and declaration, the Insurer may:

- accept your application;
- apply an insurance premium loading;
- exclude you from being insured for certain ailments or activities; and/or
- decline to provide any insurance at all.

Unit

Refers to a measure of insurance. Each unit of insurance provides a level of benefit that depends on the age of the member at the date of the relevant event.

All eligible members are given four units of Death only (including Terminal Illness) or Death & TPD insurance when they join the Fund.

Members can then choose to increase or decrease this cover or apply for Income protection insurance. Any increase in insurance is subject to acceptance by the Insurer.

Death insurance

Your member account will become payable if you die while a member of the Fund, subject to any legislative restrictions that may apply. In addition, any insured benefit may also become payable provided the Insurer approves your claim. This is called a Death benefit. Death insurance funds the insured portion of a Death benefit.

Terminal Illness

Terminal Illness means you suffer from an illness which:

- a) two medical practitioners, specialising in your illness, certify in writing will despite reasonable medical treatment lead to your death within 12 months of the date of the certification; and
- b) we are satisfied, on medical or other evidence, will despite reasonable medical treatment lead to your death within 12 months of the date of the certification referred to in paragraph (a).

The illness from which you suffer must occur, and the date of the certification referred to in paragraph (a) must be made while you are covered under this policy and must be current at the time the claim is lodged.

If you are outside of Australia at the time of your claim, we may require you to return to Australia at your own expense for assessment of a Terminal Illness benefit.

TPD insurance

If you become totally and permanently disabled “TPD” whilst a member of Prime Super, your member account will become payable, subject to any legislative restrictions that may apply.

In addition, any insured benefit may also become payable provided the Insurer accepts your claim. This is called a TPD benefit. TPD insurance funds the insured portion of a TPD benefit.

Part A

If you are insured for TPD on the **Standard, White collar** or **Professional** rating, are under 65 years of age and have been employed within the 12 months prior to your Date of Disablement, TPD means:

- you have been absent from your occupation with your employer through injury or illness for six consecutive months and having provided proof to the satisfaction of the Insurer that you have become incapacitated to such an extent as to render you unlikely to ever engage in, or work for reward in, **any** occupation or work for which you are reasonably qualified by reason of education, training or experience.

Part B

Where you are insured for TPD and are 65 years of age or over and/or have not been employed for 12 consecutive months or greater at the Date of Disablement, TPD means:

- a) having provided proof to the satisfaction of the Insurer that you have become incapacitated to such an extent as to render you unlikely to ever engage in, or work for reward in, any occupation or work for which you are reasonably qualified by reason of education, training or experience; and
- b) either:
 - (i) you suffer the permanent loss of the use of two limbs or the sight in both eyes or the loss of the use of one limb and the sight in one eye (where limb is defined as the whole hand or the whole foot); or
 - (ii) due to injury or illness you become permanently unable to perform (without any assistance from another person) the basic activities normally undertaken as part of everyday living. This will be evidenced by being unable to undertake any two of the following activities:
 - dressing – to dress or undress;
 - toileting – to use the toilet including getting on and off;
 - feeding – to eat and drink;
 - continence – to control bladder and bowel function and/or;
 - mobility – to get out of bed or chair or wheelchair.

Please note that if you can perform an activity on your own by using special equipment you will not be considered unable to perform the activity.

Income protection insurance

Income protection insurance protects your income when you suffer short term disabilities by providing you with a regular income of up to 85% of your monthly income (where you are insured by over 75%, up to 10% is paid to Prime Super as a superannuation contribution) for up to two years should, in the opinion of the Insurer, you be unable to work in your usual occupation due to illness or injury for longer than your chosen waiting period.

If you return to work after you become ill or injured you might still be eligible to receive a partial disability benefit.

Benefits are paid monthly in arrears and some payments may be offset by other payments you may receive from other sources, such as:

- similar policies;
- workers compensation claims;
- accident compensation schemes; or
- other statutory benefits.

In addition, if you are overseas and make an Income protection claim the Insurer will only pay you a benefit where eligible for a maximum period of 12 months from the date you are disabled.

Important information

The Trustee believes the information provided summarises the terms of cover negotiated with the Insurer. In the event of a claim or dispute, the insurance policy, the Trust Deed and the relevant law will prevail over the contents of the *Short-Form PDS*. If there is an inconsistency between the *Short-Form PDS* and the insurance policy the conditions, definitions and exclusions under the policy will prevail. Copies of the insurance policies are available on request from the Trustee.



More information about Prime Super's insurance options is available in the *Are you adequately covered?* guide and accompanying fact sheets.

9. HOW TO OPEN AN ACCOUNT

Personal members



To join Prime Super, please complete the *Member application form (Prime division)* attached to the current *Short-Form PDS – Superannuation (Prime division)*. Personal members should also consider which insurance and investment options suit their needs. By signing the application form personal members confirm they have received the *Short-Form PDS* and have had an opportunity to read it. Once we accept a membership, we will send each new member a membership card and a welcome letter.

Employers

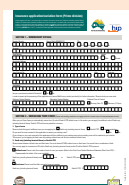


To become a participating Prime Super employer, please complete the *Employer application form (Prime division)* attached to the current *Short-Form PDS – Superannuation (Prime division)*. You will also need to notify us of all employees who will become members by completing the *Employee schedule*. Upon receipt of your application, we will send a *Short-Form PDS* and a welcome letter to each of the employees you list. You will also receive additional information on Prime Super, including an *Employer Guide* to help you understand your super obligations.

Other forms new members should also consider completing:



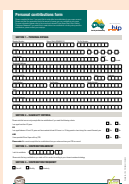
Nomination of beneficiaries form: Use this form to make a binding or preferred nomination with respect to who will receive your Death benefit when you die. This form is enclosed with this brochure. Alternatively you can update your preferred nomination of beneficiaries online once you register for an online member services account. Note: binding nominations cannot be updated online.



Insurance application/Variation form: This form can be used to apply to increase or decrease your insurance cover and to apply for an occupational rating. The form is attached to the *Are you adequately covered?* guide. Once you are registered for online services you can also apply to increase your insurance cover online.



Rollover your super form: If you have more than one super fund, you can use this form to transfer super savings from another fund or retirement savings account, into Prime Super. The form is enclosed with this brochure.



Personal contributions form: You can use this form to make personal contributions to your super account. This form is enclosed with this brochure. You can also make personal after-tax contributions online once you are registered for online services.

All of these forms, plus many more are available online at **www.primesuper.com.au** or by calling us on **1800 675 839**.

Please post completed forms to:

Prime Super
Locked Bag 5103
Parramatta NSW 2124

Membership card

Your membership card contains your unique member number. You should quote this number whenever you contact us. You should also show this card to each new employer so that your contributions continue to flow into Prime Super.

What if you leave your employer?

If you leave an employer you do not have to leave Prime Super. You can keep your super and insurance benefits with us and have your new employer contribute to your Prime Super account. You may also need to provide your employer with a *Standard choice form* and a *Letter of compliance*, both available on our website,

Contact details

Super enquiries

Mail: Prime Super
Locked Bag 5103
Parramatta NSW 2124

Free call: 1800 675 839
Calling from overseas: +61 2 9374 3967
Free fax: 1800 023 662
Email: administration@primesuper.com.au
Web: www.primesuper.com.au

About this brochure

Information in this brochure was up to date at the time of preparation. However, information can change from time-to-time. If a change is considered materially adverse or there is a material alteration which would make a statement misleading or deceptive, we will notify members accordingly.

Additional information about the Fund can be obtained by:

Mail: Prime Super
Locked Bag 5103
Parramatta NSW 2124

Free call: 1800 675 839
Calling from overseas: +61 2 9374 3967
Free fax: 1800 023 662
Email: administration@primesuper.com.au
Web: www.primesuper.com.au

The registered address of the Trustee is:

Level 10, 455 Bourke Street Melbourne Victoria 3000.

If you received this document electronically, a paper copy will be sent to you free of charge upon request.

General Advice Disclaimer

The Trustee holds an AFSL to provide general advice about the Fund and its features and is not licensed to provide you with personal financial product advice. In preparing this brochure we did not take into account your personal needs, objectives or financial situation. Before acting on information contained in this brochure you should obtain a copy of the *Short-Form PDS* and read it in full before deciding whether an investment in the Fund is appropriate for you. You may also wish to obtain independent personal financial advice. The information contained in this Brochure is current as at the date of the *Short-Form PDS* and some information is subject to change by the Government. Go to the ATO website at www.ato.gov.au to confirm that the tax information, rates and caps in this Brochure still apply. A cooling off period applies - see section 9 "How to open an account" of the *Short-Form PDS* for more information.

Glossary

General terms

In this brochure, unless indicated otherwise, reference to:

Administrator means the Administrator of the Fund

APRA means the Australian Prudential Regulation Authority.

ASIC means the Australian Securities and Investments Commission.

ATO means the Australian Taxation Office.

Employer means an employer who joins this Fund by registering as a participating employer.

Employer Sponsor means an employer who contributes to the Fund for the benefit of its employee.

Fund means Prime Super (ABN 60 562 335 823).

Fund manager/s means one or more investment managers appointed by the Trustee to manage the assets of the Fund.

Insurer means an insurer appointed by the Trustee to provide insurance benefits to members through the Fund. The insurer appointed by Prime Super's *Prime* division as at the date of this brochure is MetLife Insurance Limited (MetLife) (ABN 75 004 274 882 AFSL 238096).

Member means a person who is or becomes a member of the Fund.

Trustee means Prime Super Pty Ltd (ABN 81 067 241 016).

Us/We/Our means the Trustee.

Investment terms

In this brochure, unless indicated otherwise, reference to:

Asset allocation means the usual mix of assets in a particular investment option. Each investment option has an asset allocation for the assets in which it invests. These may be exceeded from time to time should we consider it prudent.

Index means a measure of investment or economic performance used to set investment objectives; for example, to exceed the Bloomberg AusBond Bank Bill Index or Consumer Price Index (CPI).

Time horizon means the minimum time for which we believe it is prudent to invest in an investment option.

Performance means earnings (either positive or negative) credited to members after the deduction of investment fees, costs and taxes.

Pool/pooled means money pooled together from different members to make investing more cost effective and efficient.

Contact

Phone

Freecall: **1800 675 839**

Calling from overseas: **+61 2 9374 3967**

Email

administration@primesuper.com.au

Website

www.primesuper.com.au

Postal address

Prime Super
Locked Bag 5103
Parramatta NSW 2124

Issued by the Trustee:

Prime Super Pty Ltd ABN 81 067 241 016
AFSL No. 219723 RSE Licence No. L0000 277
Prime Super ABN 60 562 335 823 RN 1000276

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Investment choice form

Please complete this form if you wish to change your investment options. Please complete in pen using **BLOCK** letters. Print 'X' to mark boxes where applicable. This form must be completed in full.



SECTION 1 – PRIME SUPER MEMBERSHIP DETAILS

Member Number (if already a member)	Date of Birth (DDMMYYYY)	Title
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr
Surname	Tax File Number (TFN)	
<input type="text"/>	<input type="text"/>	
Given Names	Gender	
<input type="text"/>	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Street Address		
<input type="text"/>		
<input type="text"/>		
Town/Suburb/City	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone Number (BH)	Phone Number (AH)	Mobile Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email		
<input type="text"/>		
Employer		
<input type="text"/>		
Occupation		
<input type="text"/>		

SECTION 2 – YOUR INVESTMENT CHOICE

Please choose how you would like your money invested. You can choose an investment strategy that applies to both your **existing balance** and **future contributions**. Your existing balance is the balance you already have in the Fund. Your future contributions include SG and personal contributions, deductions and rollovers processed in the future.

Alternatively, you can choose an investment strategy for your **existing balance** and then a different strategy for your **future contributions**.

For example: Existing balance: 100% Managed growth – Future contributions: 50% MySuper; 50% Managed growth.

This means all of the funds you currently have with Prime Super would be invested in the Managed growth investment option, but contributions made in the future would be invested across the MySuper and Managed growth investment options.

Your choices must be in whole numbers and must total 100%. **If you do not complete this form correctly we will be unable to process it.**

Investment options	Existing balance	Future contributions
Pre-mixed options		
MySuper	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Managed growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Alternatives	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Sector options		
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Fixed interest	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Property	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Australian shares	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
International shares	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/> <input type="text"/> %
Total	100%	100%



SECTION 3 – FETCH MY SUPER

The reality is, if you have ever changed jobs, you have probably **left money behind**. This is your money!

Let us **find it for you**, put it in your Prime Super account, then at least you know where **all your super** savings are!

All you have to do is provide us with your **consent** to do so below. We'll then use the ATO's Super Match facility to find any super you may have then send you the paperwork to sign and send back to us. It's that easy!

Please be aware that this process can take a **number of weeks** so please be patient. We will communicate with you regularly via email to keep you informed. If we don't have your email address on the system, please provide it in the Personal details section.

Tick the box to consent ☒

- ☐ I hereby authorise Prime Super to use my personal details, including my TFN, to search – now and forever – for any lost, unclaimed, inactive or active super I may have with other funds or the ATO, as permitted under the *Superannuation Industry (Supervision) Act 1993 (Cth) and Regulations*.
- ☐ I understand that all of the information I provide – including the TFN held by Prime Super – must be correct before this search can be conducted on my behalf. If the information is incorrect, Prime Super will notify me directly and I will be responsible for updating the information by calling **1800 675 839** or doing so directly via the secure section of the Prime Super website at **www.primesuper.com.au**
- ☐ I understand that the process of finding my super may take some time and it could be a number of weeks before I receive the paperwork in the mail.

SECTION 4 – MEMBER DECLARATION

I declare that:

- I have read and understood the current and relevant Prime Super *Short-Form Product Disclosure Statement – Superannuation* available at www.primesuper.com.au.
- I understand that if I fail to complete this form correctly, the Trustee will be unable to process my choice.
- An investment switch for my Existing balance will take effect on the first day of the month after the Trustee receives a correctly completed *Investment choice form*.
- Any change in my Future contributions strategy will take effect from the day the request is processed.
- I understand that the Trustee does not undertake to have any choices completed within a particular time frame.
- I understand my personal information will be used in accordance with Prime Super's Privacy Policy (available at www.primesuper.com.au) which I have read and understood.
- This authority replaces all previous investment choice authorities and I authorise the Trustee to change my investment options in accordance with this authority.

Full Name _____

[illegible]

Member Signature _____

Date (DDMMYYYY)

Date (DDMMYYYY)

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ADDITIONAL INFORMATION

YOUR PRIVACY

The information you provide on this form is collected by and held for Prime Super by the fund Administrator, and may be disclosed to third parties who are involved in activities related to your membership or provided to lawfully authorised government agencies in accordance with the Australian Privacy Principles of the *Privacy Act 1988 (Cth)*. We only use the information for the purpose of administering your membership or related purposes. For further information about privacy or to obtain a free copy of our Privacy Policy, please visit our website www.primesuper.com.au, contact us on 1800 675 839, write to us at Locked Bag 5103, Parramatta, NSW 2124 or email us at administration@primesuper.com.au.

WHERE TO SEND THIS FORM

Once completed please return this form to us via mail, fax or email.

Mail	Prime Super	Freecall	1800 675 839
	Locked Bag 5103	Fax	1800 023 662
	Parramatta NSW 2124		

Freecall 1800 675 839
Fax 1800 023 662
Email administration@primesuper.com.au

If you have any questions about this form or Prime Super please call us on **1800 675 839** (8.00am to 8.00pm Monday-Friday Svdnev time).

Nomination of beneficiaries form

Please complete this form to nominate who receives your superannuation benefit in the event of your death. Please complete in pen using **BLOCK** letters. Print 'X' to mark boxes where applicable. Please provide as much information as possible.



Who you can nominate

Who can receive your benefit in the event of your death?

We can pay your benefit to:

- your legal personal representative (i.e. the executor or administrator of your estate); or
- your dependant(s); or
- a combination of your legal personal representative (i.e. your estate) and your dependant(s).

Any beneficiary you nominate must be either your legal personal representative or a dependant at the date of your death.

If you nominate your legal personal representative, your benefit will be paid according to your Will (or according to the law of your state or territory if you have no Will).

Who qualifies as a dependant?

Under Superannuation Law, a dependant is:

- your spouse (including de facto of the same or different sex);
- your children (including biological, step and adopted children, or a child of your spouse);
- any person who is financially dependent on you; and
- any person with whom you have an interdependency relationship including:
 - any person with whom you have a close personal relationship and live with where, one or both of you also provides ongoing financial support, domestic support and personal care; and
 - any person with whom you have a close personal relationship where, because of a disability, the above requirements of living together, financial support, domestic support and personal care are not able to be satisfied.

Types of nominations

You can choose to make a preferred nomination or binding nomination.

What is a preferred nomination?

- This is a preferred nomination only. The Trustee will take into consideration any nomination you make, however, in this case, the Trustee has final discretion in deciding who will receive your superannuation benefit when you die.
- Should be updated if your circumstances change.
- Requires no witness signatures.

What is a binding nomination?

- When you make a valid binding nomination, you decide who receives your benefit when you die, and how much of the benefit they receive.
- Will be treated as a binding nomination for three years from the date the nomination is made. This nomination reverts to being a preferred nomination after the three-year period if the nomination is not extended by lodging a new binding nomination request. Prime Super will write to you to notify you when your nomination is due to expire.
- Requires two witness signatures. Witnesses must be aged over 18, must not be one of your nominated beneficiaries and must be present when you sign the form. If the witnesses sign and date the form on a different date from your signature, the nomination will be invalid.
- An invalid binding nomination will be treated as a preferred nomination by the Trustee and will not revoke or replace an existing, valid binding nomination.

Note: If you do not make a valid nomination, the Trustee will have final discretion in deciding who will receive your superannuation benefit when you die.

You should refer to the current and relevant *Short-Form Product Disclosure Statement (Short-Form PDS) – Superannuation* for more information about who qualifies as a dependant and how to make a binding nomination.

SECTION 1 – PERSONAL DETAILS

Member Number

Date of Birth (DDMMYYYY)



Surname

Title

 Mr Mrs Miss Ms Dr

Given Names

Gender

 Male Female

Residential Address

Town/Suburb/City

State

Postcode

Phone Number

Fax Number

Mobile Number

Email

Name of Employer

Occupation



SECTION 2 – YOUR BENEFICIARIES

PART A – YOUR OPTIONS

☐ Preferred nomination/s

Or

☐ Binding nomination/s

PART B – NOMINATING YOUR BENEFICIARIES

Please specify each beneficiary you wish to nominate and indicate the percentage of your benefit you wish to allocate to that person.

Note: the total proportions nominated must equal 100% and only whole percentages may be used.


☐ I wish to nominate my Legal Personal Representative

And/or

1	Full Name	<input type="text"/>																								
	Address	<input type="text"/>																								
	Town/Suburb/City	<input type="text"/>												State	<input type="text"/>		Postcode	<input type="text"/>								
	Type of Dependant	<input type="text"/>																								
	Phone Number (BH)	<input type="text"/>								Phone Number (AH)	<input type="text"/>															
	Mobile Number	<input type="text"/>								Date of Birth (DDMMYYYY)	<input type="text"/>								% of benefit	<input type="text"/>		.00%				

2	Full Name	<input type="text"/>																								
	Address	<input type="text"/>																								
	Town/Suburb/City	<input type="text"/>												State	<input type="text"/>		Postcode	<input type="text"/>								
	Type of Dependant	<input type="text"/>																								
	Phone Number (BH)	<input type="text"/>								Phone Number (AH)	<input type="text"/>															
	Mobile Number	<input type="text"/>								Date of Birth (DDMMYYYY)	<input type="text"/>								% of benefit	<input type="text"/>		.00%				

3	Full Name	<input type="text"/>																								
	Address	<input type="text"/>																								
	Town/Suburb/City	<input type="text"/>												State	<input type="text"/>		Postcode	<input type="text"/>								
	Type of Dependant	<input type="text"/>																								
	Phone Number (BH)	<input type="text"/>								Phone Number (AH)	<input type="text"/>															
	Mobile Number	<input type="text"/>								Date of Birth (DDMMYYYY)	<input type="text"/>								% of benefit	<input type="text"/>		.00%				



4 Full Name

 Address

 Town/Suburb/City State Postcode
 Type of Dependant

 Phone Number (BH) Phone Number (AH)
 Mobile Number Date of Birth (DDMMYYYY) % of benefit .00%

5 Full Name

 Address

 Town/Suburb/City State Postcode
 Type of Dependant

 Phone Number (BH) Phone Number (AH)
 Mobile Number Date of Birth (DDMMYYYY) % of benefit .00%

6 Full Name

 Address

 Town/Suburb/City State Postcode
 Type of Dependant

 Phone Number (BH) Phone Number (AH)
 Mobile Number Date of Birth (DDMMYYYY) % of benefit .00%



PREFERRED NOMINATION

Full Name

[illegible]

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BINDING NOMINATION

- ensure that the people nominated by me are considered my legal personal representative or my dependant(s) under Superannuation Law;
- have my nomination witnessed by two individuals who do not benefit from this nomination and have turned 18; and
- renew my binding nomination every three years.

For binding nominations, you need to sign and date your nomination in the presence of two witnesses.

[illegible]

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Witness Full Name

Witness Full Name

[illegible]

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Witness Full Name

Witness Full Name

[illegible]

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- I am at least 18 years of age;
- I am not a person nominated in Section 2; and
- I have witnessed the signing and dating of this form by the member.



SECTION 3 – FETCH MY SUPER

The reality is, if you have ever changed jobs, you have probably **left money behind**. This is your money!

Let us **find it for you**, put it in your Prime Super account, then at least you know where **all your super savings** are!

All you have to do is provide us with your **consent** to do so below. We'll then use the ATO's Super Match facility to find any super you may have then send you the paperwork to sign and send back to us. It's that easy!

Please be aware that this process can take a **number of weeks** so please be patient. We will communicate with you regularly via email to keep you informed. If we don't have your email address on the system, please provide it in the Personal details section.

Tick the box to consent ☒

- ☐ I hereby authorise Prime Super to use my personal details, including my TFN, to search – now and forever – for any lost, unclaimed, inactive or active super I may have with other funds or the ATO, as permitted under the *Superannuation Industry (Supervision) Act 1993 (Cth) and Regulations*.
- ☐ I understand that all of the information I provide – including the TFN held by Prime Super – must be correct before this search can be conducted on my behalf. If the information is incorrect, Prime Super will notify me directly and I will be responsible for updating the information by calling **1800 675 839** or doing so directly via the secure section of the Prime Super website at **www.primesuper.com.au**
- ☐ I understand that the process of finding my super may take some time and it could be a number of weeks before I receive the paperwork in the mail.

Full Name _____

[illegible]

Member Signature _____

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Date (DDMMYYYY)

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ADDITIONAL INFORMATION

YOUR PRIVACY

The information you provide on this form is collected by and held for Prime Super by the fund Administrator, and may be disclosed to third parties who are involved in activities related to your membership or provided to lawfully authorised government agencies in accordance with the Australian Privacy Principles of the *Privacy Act 1988 (Cth)*. We only use the information for the purpose of administering your membership or related purposes. For further information about privacy or to obtain a free copy of our Privacy Policy, please visit our website www.primesuper.com.au, contact us on 1800 675 839, write to us at Locked Bag 5103, Parramatta, NSW 2124 or email us at administration@primesuper.com.au.

WHERE TO SEND THIS FORM

If you have made a binding nomination/s, you must return this form to us via **mail** at the address below. If you have made a preferred nomination/s, you can return the form via mail, fax or email.

Mail	Prime Super Locked Bag 5103 Parramatta NSW 2124	Freecall 1800 675 839 Fax 1800 023 662 Email info@prime.com.au
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Mail	Prime Super Locked Bag 5103 Parramatta NSW 2124	Freecall	1800 675 839
		Fax	1800 023 662
		Email	administration@primesuper.com.au

If you have any questions about this form or Prime Super please call us on **1800 675 839** (8.00am to 8.00pm Monday-Friday Sydney time).



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Personal contributions form

Please complete this form if you would like to make after-tax contributions to your super account. Please note that the government limits the amount of money you can contribute to your super. For more information please refer to the current and relevant *Prime Super Short-Form Product Disclosure Statement*. If you would like to make before-tax contributions including salary sacrifice contributions, please contact your employer.



SECTION 1 – PERSONAL DETAILS

Member Number

Date of Birth (DDMMYYYY)

Tax File Number

Surname

Title

 Mr Mrs Miss Ms Dr

Given Names

Gender

 Male Female

Residential Address

Town/Suburb/City

State

Postcode

Phone Number

Fax Number

Mobile Number

Email

Name of Employer

Occupation

SECTION 2 – ELIGIBILITY CRITERIA

Please note that we can only accept after-tax contributions if you meet the following criteria:

I am aged less than 65 years

☐ Yes ☐ No

OR

I am aged between 65 and 74 years and have worked at least 40 hours in a 30 day period or less during the current financial year.

☐ Yes ☐ No

AND

I have provided Prime Super with my TFN

☐ Yes ☐ No

Please note: We cannot accept after-tax contributions from you unless we have your TFN on record.

SECTION 3 – CONTRIBUTION AMOUNT

I wish to contribute: \$

Please note that any contributions you make will be invested according to your chosen investment strategy.

SECTION 4 – CONTRIBUTION FREQUENCY

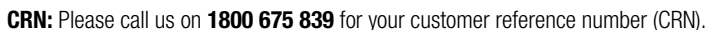
☐ One-off ☐ Monthly ☐ Quarterly



SECTION 5 – PAYMENT METHOD

Please choose your preferred payment method.

You will need to contact your financial institution to make your payment. Prime Super's BPAY® details are:



Did you know? If you are paying via BPAY® you can complete this form online via the secure member section of our website at **www.primesuper.com.au**

Please complete Sections 7 and 8 to set up your direct debit.

Please refer to Section 6, complete Section 8 (for our records and to ensure the EFT is completed correctly) and then contact your financial institution to make your payment.

Your cheque should be made payable to Prime Super and attached to this form.

SECTION 6 – EFT

Please transfer your EFT payment to the following account:

Account Name: National Nominees Limited ANF Prime Super Pty Ltd as Trustee for Prime Super

BSB Number: 064-000 Account Number: 10482771

Payment Reference Number: Please input your Prime Super member number as your payment reference number.

SECTION 7 – DIRECT DEBIT

ONE-OFF PAYMENT

If you have elected to make a one-off contribution by direct debit, please tick this box ☐

Please note: One-off contributions are processed on the 1st or the 15th of the month – whichever falls next. If you would like your one-off contribution to be made on an alternative date, we recommend you consider making a Bpay®, EFT or cheque payment.

MONTHLY

If you have elected to set up a monthly direct debit, you can choose to have the money come out of your account on the 1st or the 15th of the month.

I would prefer the money to come out of my account on the ☐ 1st or ☐ 15th of the month.

Please note: if this form is received by us after your nominated start date, deductions will commence from the following month. Your nominated start month will remain the month which determines the next deduction.

QUARTERLY

If you have elected a quarterly direct debit, your contributions will automatically be deducted on the 28th of the quarter i.e. 28th March, 28th June, 28th September and 28th December.

DECLARATION OF DIRECT DEBIT

- I/We acknowledge that this Direct Debit arrangement is governed by the terms of the Direct Debit Request Service Agreement overleaf and will remain in force in accordance with the terms and conditions of that Service Agreement.
- I/We request and authorise that, until further notice in writing, my/our account described below may be debited with any amounts to Prime Super Pty Ltd (ABN 81 067 241 016) as Trustee for Prime Super (ABN 60 562 335 823) (User ID 067 102) may debit or charge me/us through the Bulk Electronic Clearing System (BECS).

For a joint account, the names and signatures of all parties may be required.

Full Name

[illegible]

Member Signature _____

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[illegible]

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SECTION 8 – YOUR BANK DETAILS

[illegible][illegible]

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[illegible]

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SECTION 9 – FETCH MY SUPER

☐

□

☐[illegible]

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DIRECT DEBIT REQUEST SERVICE AGREEMENT

Why an agreement?

Through the Direct Debit Request (DDR) you are allowing us to debit amounts from your bank/financial institution account. The amount, how often and the date we will debit your account depends on what you instruct us to do.

If Prime Super wants to change this agreement

We will notify you at least 14 days before making any changes to this agreement.

If you want to change your direct debit or make an enquiry

Please contact our customer service staff if you wish to:

- delay or change your direct debit – you need to advise us at least ten days before the date we will debit your bank/financial institution account.
- cancel the DDR – you need to advise us at least three days before the date we will debit your bank/financial institution account.
- dispute a debit that has been made from your bank/financial institution account – Prime Super will respond to your dispute within five business days.

Weekends and public holidays

We will always try to debit your account on the date nominated by you, except when this falls on a weekend or a public holiday. In this case we will debit your account on the next business day.

Internet, fax or mail direct debit request

If you are making a direct debit request via the internet, fax or mail we will debit your account on the day of receipt or the next business day.

Make sure you have enough money in your account

You should make sure that you always have enough cleared funds in your bank/financial institution account for us to debit your account. If there isn't enough money (that is, cleared funds) in your account, we will still make the debit. But if your bank/financial institution dishonours the debit we may pass on to you any dishonour fees and/or costs incurred by Prime Super.

Check that you give us your correct details

Before completing the Direct Debit Request, please check with your bank/financial institution that:

- your bank/financial institution account accepts direct debiting as some accounts don't; and
- the account number you give us is correct (refer to your bank/financial institution statement or contact your bank/financial institution if necessary).

Other things to note:

- Bank accounts and Building Society accounts can be nominated. Credit Union accounts cannot be nominated. This facility is not available for such accounts.
- BSB Number – Identifies the bank/financial institution/state/branch at which your account is held. Please contact your bank/financial institution if you are not sure of this number.
- Account Number – Your bank/financial institution account number.
- Member Number – Your Prime Super Member number.

Conditions of Use

- To cancel or alter your direct debit, you must notify Prime Super in writing.
- There must be enough money in the account on each day you have nominated for a deduction to occur.
- If the deduction is dishonoured three times, this facility will cease immediately. A dishonour means that the deduction could not be made because there was not enough money in the nominated account.
 - If Prime Super is advised of a dishonour and any part of the dishonoured amount has been paid out from your account, you will be liable to pay that amount to Prime Super.
 - If Prime Super is advised of a dishonour after all your superannuation benefit is paid out, you are liable to repay the dishonoured amount to Prime Super.

ADDITIONAL INFORMATION

YOUR PRIVACY

The information you provide on this form is collected by and held for Prime Super by the fund Administrator, and may be disclosed to third parties who are involved in activities related to your membership or provided to lawfully authorised government agencies in accordance with the Australian Privacy Principles of the *Privacy Act 1988 (Cth)*. We only use the information for the purpose of administering your membership or related purposes. For further information about privacy or to obtain a free copy of our Privacy Policy, please visit our website www.primesuper.com.au, contact us on 1800 675 839, write to us at Locked Bag 5103, Parramatta, NSW 2124 or email us at administration@primesuper.com.au.

WHERE TO SEND THIS FORM

Once completed please return this form to us via mail, fax or email.

Mail Prime Super
Locked Bag 5103
Parramatta NSW 2124

Freecall 1800 675 839
Fax 1800 023 662
Email administration@primesuper.com.au

If you have any questions about this form or Prime Super please call us on **1800 675 839** (8.00am to 8.00pm Monday-Friday Sydney time).



For use by employers when offering employees a choice of fund
and by employees to advise their employer of their chosen fund.

Section A: Employee to complete

1 Choice of superannuation (super) fund

I request that all my future super contributions be paid to: (place an ☒ in one of the boxes below)

The APRA fund or retirement savings account (RSA) I nominate ☐ Complete items 2, 3 and 5

The self-managed super fund (SMSF) I nominate ☐ Complete items 2, 4 and 5

The super fund nominated by my employer (in section B) ☐ Complete items 2 and 5

2 Your details

Name

Employee identification number (if applicable)

Tax file number (TFN)

! You do not have to quote your TFN but if you do not provide it, your contributions may be taxed at a higher rate.
Your TFN also helps you keep track of your super and allows you to make personal contributions to your fund.

3 Nominating your APRA fund or RSA

You will need current details from your APRA regulated fund or RSA to complete this item.

Fund ABN

Fund name

Fund address

Suburb/town

State/territory

Postcode

Fund phone

Unique superannuation identifier (USI)

Your account name (if applicable)

Your member number (if applicable)

Required documentation

You need to attach a letter from your fund stating that they are a complying fund and that they will accept contributions from your employer. Correct information about your super fund is needed for your employer to pay super contributions.

4 Nominating your self-managed super fund (SMSF)

You will need current details from your SMSF trustee to complete this item.

Fund ABN

Fund name

Fund address

Suburb/town

State/territory

Postcode

Fund phone

Fund electronic service address (ESA)

Fund bank account

BSB code (please include all six numbers)

Account number

Required documentation

You need to attach a document confirming the SMSF is an ATO regulated super fund. You can locate and print a copy of the compliance status for your SMSF by searching using the ABN or fund name in the Super Fund Lookup service at <http://superfundlookup.gov.au/>

If you are the trustee, or a director of the corporate trustee you can confirm that your SMSF will accept contributions from your employer by making the following declaration (place an 'X' in the box below):

☐ I am the trustee, or a director of the corporate trustee of the SMSF and I declare that the SMSF will accept contributions from my employer.

If you are not the trustee, or a director of the corporate trustee of the SMSF, then you must attach a letter from the trustee confirming that the fund will accept contributions from your employer.

5 Signature and date

If you have nominated your own fund in Item 3 or 4, check that you have attached the required documentation and then place an 'X' in the box below.

☐ I have attached the relevant documentation.

Signature

Date

Day

Month

Year

 / /

Return the completed form to your employer as soon as possible.

Section B: Employer to complete

You must complete this section before giving the form to an employee who is eligible to choose the super fund into which you pay their super contributions.

! Sign and date the form when you give it to your employee.

6 Your details

Business name

ABN

Signature

Date

Day / Month / Year
 / /

7 Your nominated super fund

If the employee does not choose their own super fund, you are required to pay super contributions on their behalf to the fund that you have nominated below:

Super fund name

Unique superannuation identifier (USI)

Phone (for the product disclosure statement for this fund)

Super fund website address

Section C: Employer to complete

! Complete this section when your employee returns the form to you with section A completed.

8 Record of choice acceptance

In the two months after you receive the form from your employee you can make super contributions to either the fund you nominated or the fund the employee nominated. After the two-month period you must make payments to the fund chosen by the employee.

! If you don't meet your obligations, including paying your employee superannuation contributions to the correct fund, you may face penalties.

Date employee's choice is received Day / Month / Year
 / /

Date you act on your employee's choice Day / Month / Year
 / /

! Employers must keep the completed form for their own record for five years. **Do not send it to the Australian Taxation Office, the employer's nominated fund or the employee's nominated fund.**

PRIVACY STATEMENT

The ATO does not collect this information; we provide this form as a means for employees to identify and provide necessary information to their employer. An employer is authorised to collect an employee's TFN under the *Superannuation Industry (Supervision) Act 1993*. It is not an offence for an employee not to quote their TFN. However, quoting a TFN reduces the risk of administrative errors and if the employee does not quote their TFN their contributions may be taxed at a higher rate. An employee can get more details regarding their privacy rights by contacting their superannuation fund.

This page has been intentionally left blank

Rollover your super form

Complete this form if you have super money in other funds and you want to transfer it to your Prime Super member account. Please complete in pen using **BLOCK** letters. Print 'X' to mark boxes where applicable. This form must be completed in full.



Office Use Only

W E B

SECTION 1 – PERSONAL DETAILS

Member Number

Date of Birth (DDMMYYYY)

Tax File Number

Surname

Title

 Mr Mrs Miss Ms Dr

Given Names

Gender

 Male Female

Residential Address

Town/Suburb/City

State

Postcode

Phone Number

Fax Number

Mobile Number

Email

Employer

Occupation

Previous name If you had a different name while a member of your previous Fund, please give details below.

Surname

Given names

Previous address If you know that the address held by your **FROM** fund is different to your current residential address, please give details below.

Residential Address

Town/Suburb/City

State

Postcode

SECTION 2 – PROOF OF IDENTITY

From 1 July 2013 you no longer need to provide proof of identity documents when rolling over funds from another super fund. Instead you may provide your TFN which we will validate with the ATO.

However, if the ATO is unable to validate your TFN you will be required to provide proof of identity documents. We will contact you if this is the case.

If you choose not to provide Prime Super with your TFN, you will need to provide proof of identity documents to Prime Super.

Details of the proof of identity requirements are available at the end of this form.



SECTION 3 – DETAILS OF YOUR OTHER FUND

Please note: You must complete a separate form for each account you want to transfer to Prime Super.

The details requested below can be found on any benefit statement sent to you by the Fund or by contacting the Fund directly.

Name of Superannuation Fund or Company where benefits are held

[illegible]

Member Number (refer to previous member statements)

[illegible]☐ Yes☐ No

Fund's ABN or SFN (Super Fund Number) if known

[illegible]

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Address of Superannuation Fund or Company

[illegible]

Town/Suburb/City

[illegible]

State _____

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Postcode

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SECTION 4 – FETCH MY SUPER

In addition to the fund you have listed in Section 3, you may have super elsewhere that you have forgotten about.

Let us **find it for you**, put it in your Prime Super account, then at least you know where **all your super** savings are!

All you have to do is provide us with your **consent** to do so below. We'll then use the ATO's Super Match facility to find any super you may have then send you the paperwork to sign and send back to us. It's that easy!

Please be aware that this process can take a **number of weeks** so please be patient. We will communicate with you regularly via email to keep you informed. If we don't have your email address on the system, please provide it in the Personal details section of this form.

Tick the box to consent ☒

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☐ I hereby authorise Prime Super to use my personal details, including my TFN, to search – now and forever – for any lost, unclaimed, inactive or active super I may have with other funds or the ATO, as permitted under the *Superannuation Industry (Supervision) Act 1993 (Cth) and Regulations*.

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☐ I understand that all of the information I provide – including the TFN held by Prime Super – must be correct before this search can be conducted on my behalf. If the information is incorrect, Prime Super will notify me directly and I will be responsible for updating the information by calling **1800 675 839** or doing so directly via the secure section of the Prime Super website at **www.primesuper.com.au**

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☐ I understand that the process of finding my super may take some time and it could be a number of weeks before I receive the paperwork in the mail.

SECTION 5 – MEMBER DECLARATION

AUTHORISATION

- I have fully read this form and the information completed is true and correct.
- I authorise the transfer of my benefits from my other fund named above to Prime Super.
- I authorise the transfer of any contributions still to be made by my previous employer which may be received after benefits have been transferred to Prime Super.
- I am aware I may ask my transferring superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and have either obtained any information I require, or I do not require any further information.
- I approve the deduction of exit fees and the Government taxes (if any) from the benefits transferred (subject to legislative restrictions).
- I discharge the superannuation provider of my **FROM** fund of all further liability in respect of the benefits paid and transferred to my **TO** fund.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.
- I understand my personal information will be used in accordance with Prime Super's Privacy Policy (available at www.primesuper.com.au/privacy) which I have read and understood.

Full Name _____

[illegible]

Member Signature _____

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COMPLETING PROOF OF IDENTITY

If you choose not to provide Prime Super with your TFN, you will need to provide documentation with this request to prove you are the person to whom the superannuation entitlements belong.

Acceptable documents

The following documents may be used.

EITHER	OR		
One of the following documents only: <ul style="list-style-type: none"> driver's licence issued under State or Territory law passport 	One of the following documents: <ul style="list-style-type: none"> birth certificate or birth extract citizenship certificate issued by the Commonwealth pension card issued by Centrelink that entitles the person to financial benefits 	AND	One of the following documents: <ul style="list-style-type: none"> letter from Centrelink regarding a Government assistance payment notice issued by Commonwealth, State or Territory Government within the past twelve months or local council within the past 3 months, that contains your name and residential address. <p>For example:</p> <ul style="list-style-type: none"> Tax Office Notice of Assessment Rates notice from local council

Have you changed your name or are you signing on behalf of another person?

If you have changed your name or are signing on behalf of the applicant, you will need to provide a certified linking document. A linking document is a document that proves a relationship between two (or more) names.

The following table contains information about suitable linking documents.

Purpose	Suitable linking documents
Change of name	Marriage certificate, deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office.
Signed on behalf of the applicant	Guardianship papers or Power of Attorney

Certification of personal documents

All copied pages of ORIGINAL proof of identification documents (including any linking documents) need to be certified as true copies by any individual approved to do so (see below).

The person who is authorised to certify documents must sight the original and the copy and make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping 'certified true copy' followed by their signature, printed name, qualification (eg Justice of the Peace, Australia Post employee, etc) and date.

The following persons can certify copies of the original as **true and correct** copies. This is not a complete list. For a full list of individuals who can certify documents, go to the Prime Super website at www.primesuper.com.au:

- a Prime Super Regional Manager (RM) or Client Service Consultant (CSC);
- a permanent employee of Australia Post with 2 or more years of continuous service;
- a finance company officer with 2 or more years of continuous service (with one or more finance companies);
- an officer with, or authorised representative of, a holder of an Australian Financial Services Licence (AFSL), having 2 or more years continuous service with one or more licensees;
- a notary public officer;
- a police officer;
- a registrar or deputy registrar of a court;
- a Justice of the Peace;
- a person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner;
- an Australian consular officer or an Australian diplomatic officer;
- a judge of a court;
- a magistrate; or
- a Chief Executive Officer of a Commonwealth court.

ADDITIONAL INFORMATION

What happens to my future employer contributions?

Using this form to transfer your benefits will not change the fund to which your employer pays your contributions but may terminate your membership of the fund you are transferring your benefits **FROM**.

If you wish to change the fund into which your contributions are being paid, you will need to speak to your employer about choice of fund. For the appropriate forms and information about whether you are eligible to choose the fund to which your employer contributions are made, visit www.ato.gov.au/super or call the Australian Taxation Office on **13 10 20**.

Things you need to consider when transferring your superannuation

When you transfer your superannuation from a fund, your entitlements under that fund may cease. You need to consider all relevant information before you make a decision to transfer your superannuation from a fund. If you ask for information, your superannuation provider must give it to you. Some of the points you may consider are:

- **Fees** – your **FROM** fund must give you information about any exit or withdrawal fees. If you are not aware of the fees that may apply, you should contact your fund for further information before completing this form. The fees could include administration fees as well as exit or withdrawal fees. Prime Super does not charge establishment or contribution fees on transfer. Differences in fees funds charge can have a significant effect on what you will have to retire on. For example a 1% increase in fees may significantly reduce your final benefit.
- **Death and disability benefits** – your **FROM** fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to leave your fund, you may lose any insurance entitlements you have. Other funds may not offer insurance, or may require you to pass a medical examination before they cover you. When considering a new fund, you may wish to check the costs and amount of any cover offered.
- If your **FROM** fund is not a public offer fund, you may not be able to rejoin that fund.

What happens if I do not quote my TFN?

Under the *Superannuation Industry (Supervision) Act 1993*, your superannuation fund is authorised to collect your TFN, which will only be used for lawful purposes.

These purposes may change in the future as a result of legislative change. The trustee of your superannuation fund may disclose your TFN to another superannuation provider, when your benefits are being transferred, unless you request in writing to the trustee of your superannuation fund that your TFN not be disclosed to any other superannuation provider.

It is not an offence not to quote your TFN. However giving your TFN to your superannuation fund will have the following advantages (which may not otherwise apply):

- your superannuation fund will be able to accept all types of contributions to your account(s);
- any concessions on contributions to your superannuation account(s) will be taxed at a lower rate;
- other than the tax that may ordinarily apply, no additional tax will be deducted when you start drawing down your superannuation benefits; and
- it will make it much easier to trace different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

Your TFN will otherwise remain confidential.

YOUR PRIVACY

The information you provide on this form is collected by and held for Prime Super by the fund Administrator, and may be disclosed to third parties who are involved in activities related to your membership or provided to lawfully authorised government agencies in accordance with the Australian Privacy Principles of the *Privacy Act 1988 (Cth)*. We only use the information for the purpose of administering your membership or related purposes. For further information about privacy or to obtain a free copy of our Privacy Policy, please visit our website www.primesuper.com.au, contact us on 1800 675 839, write to us at Locked Bag 5103, Parramatta, NSW 2124 or email us at administration@primesuper.com.au.

WHERE TO SEND THIS FORM

Once completed please return this form to us via mail, fax or email.

Mail Prime Super
Locked Bag 5103
Parramatta NSW 2124

Freecall 1800 675 839
Fax 1800 023 662
Email administration@primesuper.com.au

If you have any questions about this form or Prime Super please call us on **1800 675 839** (8.00am to 8.00pm Monday-Friday Sydney time).

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