

# Member Application Form

NQ Super & Pension



Before signing this Member Application Form, please ensure that you have read the latest NQ Super & Pension Product Disclosure Statement (PDS) and the current Additional Information Booklet (AIB), available from [www.nqsuper.com.au](http://www.nqsuper.com.au) or on request by phoning 1300 986 450. A reference to the 'member' in this form is a reference to the applicant for membership of NQ Super & Pension (the Fund). Any application for membership is subject to acceptance by the Trustee.

**Note: A copy of member's ID (driver's licence, passport or equivalent) is required to be submitted with this form.**

## Section 1: Personal details (all fields are mandatory)

Surname:	<input type="text"/>	Salutation:	<input type="text"/>
Given name(s):	<input type="text"/>		
Date of birth:	<input type="text"/>	Gender:	<input type="text"/>
Postal address:	<input type="text"/>		
Suburb:	<input type="text"/>	State:	<input type="text"/>
	<input type="text"/>	Post code:	<input type="text"/>
Residential address:	<input type="text"/>		
Suburb:	<input type="text"/>	State:	<input type="text"/>
	<input type="text"/>	Post code:	<input type="text"/>
Telephone (BH):	<input type="text"/>	(AH):	<input type="text"/>
	<input type="text"/>	Mobile:	<input type="text"/>
Email address:	<input type="text"/>		

Would you like your user name and password for online access automatically emailed to this email? Yes  No

I would like to receive electronic correspondence from NQ Super, where applicable, to the email address provided. Yes  No

## Section 2: Employment details

Occupation:	<input type="text"/>	Will your employer be contributing to this fund?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, name of employer:	<input type="text"/>			
Employment status:	Full time <input type="checkbox"/>	Casual <input type="checkbox"/>	Permanent part time <input type="checkbox"/>	Other <input type="checkbox"/>
Tax file number:	<input type="text"/>	See the PDS and AIB for important information about the TFN declaration		

## Section 3: Transfer of benefits

Do you wish to transfer a benefit from another superannuation fund into this fund?  
 Yes - Please complete the Transfer Form available from [www.nqsuper.com.au](http://www.nqsuper.com.au)  No

## Section 4: Insurance

Do you wish to transfer insurance cover currently held within another superannuation fund into NQ Super & Pension?  
 Yes - Please complete the Insurance Transfer Form available from [www.nqsuper.com.au](http://www.nqsuper.com.au)  No

Do you wish to apply for new or additional insurance cover within NQ Super & Pension?  
 Yes - Please complete the Insurance Cover Application Form available from [www.nqsuper.com.au](http://www.nqsuper.com.au)  No



## Section 8: Adviser details

**Please note: You can only nominate an adviser that is a representative of a dealer group that is authorised to provide financial services in relation to NQ Super.**

Adviser name:	<input type="text"/>		
Dealer group:	<input type="text"/>	Phone number:	<input type="text"/>
Practice name:	<input type="text"/>	Email address:	<input type="text"/>
AFSL number:	<input type="text"/>	Corporate authorised representative number:	<input type="text"/>

## Section 9: Transaction authority

I authorise my adviser as nominated in Section 8 to give or carry out instructions regarding the operation of my account (including investments) as set out below. I understand that in giving or carrying out instructions, my adviser may access my account details and transact on my account. I also understand that the Trustee or its services providers can accept and act on such instructions given by my adviser without requiring my signature, additional proof, instructions or further confirmation from me. The instructions or transactions for which this authority applies are:

1. Investment of the initial contribution or rollover amount into my account in the Fund
2. Switching between investment strategies/ underlying investment holdings including purchasing and selling investments
3. Changing a regular contribution amount
4. Starting or stopping a regular withdrawal amount (where permissible under relevant law)
5. Changing the weightings of securities held in respect of your account

Note: The Trustee cannot accept your application to the Fund without this authority in certain circumstances. Refer to the current PDS and AIB for further information.

Member signature:	<input type="text"/>	Date:	<input type="text"/>
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## Section 10: Consent to deduct one-off advice fee

NQ Super & Pension must obtain your written consent before fees can be deducted from your account. If you do not agree with the amount described below, you do not have to sign this consent. You may vary or withdraw your consent at any time by notifying your adviser or NQ Super & Pension in writing.

If you sign this form you will pay the following one-off advice fee from your NQ Super account(s).

**One-off advice fee**    \$     Inclusive of GST.

As part of the advice, the dealer group will provide you with a Statement of Advice (SOA), which outlines what this fee includes. Refer to your SOA for detailed information about what services are associated with this fee.

Your consent expires once the amount is deducted from your super account. This means the dealer group will have to ask for your consent again if the Fund wants to deduct fees from your super account for further advice from the dealer group in future.

You can withdraw your consent to the deduction of fees from your account by contacting the Fund. However, your withdrawal must be received before the Fund deducts the one-off fee from your account.

## Section 11: Consent to deduct ongoing advice fees

NQ Super & Pension must obtain your written consent before fees can be deducted from your account. If you do not agree with the amount described below, you do not have to sign this consent. You may vary or withdraw your consent at any time by notifying your adviser or NQ Super & Pension in writing.

If you sign this form, you will pay the following ongoing advice fee from your NQ Super account from the start date indicated below to the cease date.

Ongoing advice fee type		Fee estimate ^	Start date*	Cease date*
\$ Based fee	\$ <input type="text"/> Inclusive of GST p.a.		<input type="text"/>	<input type="text"/>
% Based fee	<input type="text"/> % Up to 2.2%, inclusive of GST p.a.	\$ <input type="text"/> Estimated p.a.	<input type="text"/>	<input type="text"/>
% Based insurance fee	<input type="text"/> % Up to 33% of premiums paid, inclusive of GST p.a.	\$ <input type="text"/> Estimated p.a.	<input type="text"/>	<input type="text"/>

Your consent expires 150 days after the cease date of the ongoing advice fee. After this date, the dealer group will have to ask for your consent again if it wants to continue deducting ongoing advice fees from your account in return for ongoing services.

You can vary or withdraw your consent at any time by contacting your adviser or the Fund directly.

^ This amount is a fee estimate only based on your current balance or insurance premiums and an agreed percentage fee stated above which is to be applied at the time the deduction is processed.

\* You must provide a start date and cease date for the fee to be applied. The cease date must be a maximum of 12 months from the start date.

## Section 12: Member declaration

I make the following declarations and acknowledgements:

### General

- I understand that I am bound by the provisions of the Trust Deed for NQ Super & Pension dated 12 May 2000 as amended from time to time.
- I have been provided a copy and have read and understood the relevant PDS and have obtained, read and understood the current AIB including any terms, conditions or limitations relating to the role of my nominated adviser, any investments in the Fund (including the Fund's investment options) and insurance cover.
- I acknowledge that I have read and understood the information about contributions contained in the AIB and that I have satisfied myself that any contributions made by myself are consistent with the contribution rules prescribed by superannuation legislation.
- I consent to the Trustee accepting and acting on directions, instructions, requests and other communications (including faxes and emails) relation to investment management, insurance and administration in connection with the Fund, from my adviser as nominated in Section 8 and any duly authorised signatory appointed by my nominated adviser or the dealer group, acting on my nominated adviser's behalf. I authorise the Trustee to continue to accept, rely upon and act on these communications until I notify the Trustee in writing otherwise.
- I understand that the adviser or dealer group nominated in Section 8 is not an employee, partner, joint venturer or agent of the Trustee.
- I agree to indemnify the Trustee against all losses, actions, liabilities, claims and expenses incurred by or on behalf of the Trustee, directly or indirectly, in relation to the Trustee (or a person acting on behalf of the Trustee including, but not limited to, the Trustee's directors, employees or service providers) acting upon the directions, instructions, requests and other communications given or transactions made by my adviser as nominated in Section 8 or a duly authorised signatory appointed by my nominated adviser or the dealer group acting on my nominated adviser's behalf.
- The information I have provided in this form is true and correct.

### Personal information

- I acknowledge that I have read and understood the Privacy Policy described in the AIB.
- I acknowledge that I have read and understood the information about quotation of tax file numbers contained in the PDS and AIB.

### Investment

- I understand that my account balance can rise and fall, and that neither the Trustee, nor any of its directors, Acclaim Management Group Limited, nor any of its directors, nor any of the fund managers or financial product issuers utilised by the Fund or accessible to you via the Fund guarantee the performance of the Fund or its investment options.
- I acknowledge that the Trustee will invest my account in accordance with the selections made by myself in this form and (where applicable) in any Investment Choice Form (as varied by myself or my nominated adviser in accordance with my transaction authority, from time to time) but that the Trustee reserves the right not to do so where necessary or appropriate without liability to the Trustee.
- I hereby direct the Trustee to invest my account balance as indicated above, based on the declarations and acknowledgements made in this form.
- Where I have selected (or select) an illiquid investment, I acknowledge and accept that a period of longer than 30 days may be required to facilitate redemption or switching requests due to the illiquid nature of the investment.

### Advice fees

- I confirm my adviser has provided me with professional advice including the formulation of an investment strategy that has taken into consideration my personal objectives, financial situation and needs.
- I understand the initial one-off fee, ongoing fee and advice fee for insurance cover are negotiable between my nominated adviser and me and that any fees agreed to by me are in addition to the other fees stipulated in the PDS.
- Unless I have stipulated otherwise in this form, I agree to the adviser remuneration detailed in Section 9 being deducted monthly in arrears from my account balance in the Fund as at the last day of the month and authorise the Trustee to pay that adviser remuneration to the dealer group and for the dealer group to pass on such amount (if any) it determines to my adviser as nominated in Section 8.
- If I have more than one account in the Fund, I agree to authorised adviser fees being deducted in the manner set out in the AIB.
- I confirm my adviser has provided me with a Statement of Advice in relation to any financial product advice provided by my adviser as required by government legislation
- I am aware that any fees deducted by my adviser from my superannuation account are to be only in relation to the Fund or its investments.
- I am aware that if requested by the Fund or its Trustee, my adviser may provide copies of my Statement of Advice in relation to any adviser fees deducted from my account in order for the Fund or its Trustee to ensure advice fees are in relation only to my interest in the Fund or its investments.
- I am aware that any fees deducted from my account that are paid to my adviser are to be only in relation to the Fund, its investments or insurance obtained through superannuation.
- I am aware that if requested by the Fund or its Trustee, my adviser may be asked to provide copies of my Statement of Advice in relation to any adviser fees deducted from my account in order for the Fund or its Trustee to ensure advice fees are in relation only to my interest in the Fund.

Member signature:

Date:

## Section 13: Adviser declaration (adviser to complete)

I make the following declarations, undertakings and acknowledgements personally and on behalf of the dealer group shown in Section 8:

- I accept the terms of the adviser transaction authority in Section 10 and agree to act in accordance with this authority and any written instructions I receive from the member. I agree to provide the member with any information or documents that they request in relation to any instructions or transactions generated under this authority.
- I declare that all directions, instructions, requests and other communications given to the Trustee, or transactions I make on the member's account will only be made after prior consent of the member and will include (where applicable) accurate and full information and disclose any facts or circumstances relevant to the communication or transaction.
- I confirm I am authorised through a holder of a current AFSL.
- I confirm that where I have provided financial services in relation to the Fund, including the Fund's financial products and/or investment and/or insurance options, I am authorised to do so.
- I have provided the member with a Statement of Advice in relation to any financial product advice I have provided to the member as required by government legislation.
- I have provided the member with access to the current PDS or other disclosure documents for each of the selected investments available for investment through the Fund.
- I have fully disclosed to the member all fees and costs associated with investing in the Fund in accordance with government legislation.
- I will if requested by the Fund or its Trustee provide copies of a member's Statement of Advice in relation to any adviser fees deducted from a member's NQ Super account in order for the Fund or its Trustee to ensure advice fees are in relation only to the member's interest in the Fund, its investments or insurance obtained through superannuation
- I confirm that any adviser fees payable to me as agreed by the member are/ will be for financial services relating only to the Fund or its investments.
- I confirm that any changes to the amount, frequency, method or manner of payment of adviser fees will be signed off in writing by the member prior to making such changes and that I will immediately notify the Trustee of such changes.
- I confirm that all emails and other electronic communications containing personal or sensitive information will be sent through a secure site using encryption or other devices to protect the information and that I will ensure the security, confidentiality and privacy of information (including personal information) about the member that I access from the Fund in accordance with all relevant Government legislation.
- Where I have submitted an electronic copy of this form, I confirm that I will retain the original copy of the form for a minimum period of 7 years and supply the original to the Trustee as requested by or on behalf of the Trustee.
- I agree to indemnify the Trustee against all losses, actions, liabilities, claims and expenses incur by me or on behalf of the Trustee, directly or indirectly, in relation to the Trustee (or a person acting on behalf of the Trustee including, but not limited to, the Trustee's directors, employees or service providers) acting upon the directions, instructions, requests and other communications given, or transactions made, by me or my duly authorised signatory.
- I agree to promptly refund, on request by or on behalf of the Trustee, any adviser fees paid out of the Fund's assets that are not in accordance with the declarations and acknowledgements in this form.
- I agree to provide the Trustee with any information requested by or on behalf of the Trustee in relation to the adviser details and adviser remuneration shown in this form.
- If contacted by or on behalf of the Trustee from time to time to confirm my ongoing adherence to this Adviser Declaration, I will cooperate.
- I agree to immediately notify the Trustee if I breach or am likely to breach any relevant law, the terms of this Adviser Declaration or cease to be authorised to provide financial services relating to NQ Super.
- I agree to seek member renewal of the adviser service fee arrangements every two years if it is not renewed before then.
- I agree to notify the Fund immediately if a renewal is not received and understand that the Fund will cease the payment of advice service fees.
- I agree to immediately notify the Trustee if any of the information provided by myself in this form ceases to be true and correct or changes in any way.
- I declare that I am duly authorised to provide the above declarations, undertakings and acknowledgements on behalf of the dealer group named in Section 8 of this form.
- I declare that all information provided by myself in this form is true and correct.

**Adviser signature:**

Date:

**Please return this completed form to NQ Super & Pension PO Box 3528, Tingalpa DC Qld 4173 or email to [info@nqsuper.com.au](mailto:info@nqsuper.com.au)**

Phone: 1300 986450 Fax: (07) 3899 7299 Website: [www.nqsuper.com.au](http://www.nqsuper.com.au)

**We are committed to respecting the privacy of the personal information you give us.**

Our formal Privacy Statement sets out how we do this. If you would like a copy of NQ Super & Pension's Privacy Statement, please let us know. We have published our Privacy Statement on our website at [www.nqsuper.com.au](http://www.nqsuper.com.au)