



# Interdivisional transfer

Please complete this form if you wish to transfer all or part of an existing Summit/Generations plan to a new plan without the requirement to sell and repurchase assets. This is only available when retaining the same assets as in the existing plan.

## NOTES TO HELP YOU COMPLETE THIS FORM

- Use black pen.
- Print within the boxes in clear BLOCK LETTERS.
- Use crosses in boxes where applicable.
- The applicant must complete and sign this form.
- A separate new business application is required for the new plan if not already established.
- Keep a photocopy of your completed form for your records.
- Please ensure all relevant sections are complete before submitting this form, otherwise follow up will be required, resulting in processing delays.

### STEP 1 PLAN TO TRANSFER\*

Please complete the existing client reference number of the plan to be transferred from, and the client reference number of the plan to be transferred to (if known).

### STEP 2 AMOUNT TO TRANSFER

Please indicate if you are transferring the entire plan or only part of the plan. If you are transferring only part of the plan, please indicate the amount that is to be transferred.

### STEP 3 CONTRIBUTION TYPE

This section is only required when transferring ordinary money to a superannuation plan. Please indicate the contribution types and values to be applied in the superannuation plan.

### STEP 4 PRESERVATION STATUS

Complete this section if transferring preserved funds to an investment account or to a pension plan. Preserved benefits can only be paid where the preservation conditions of release are satisfied.

### STEP 5 CASH AND ASSETS TO TRANSFER

This section required only for partial transfers. Please indicate the available cash, the Product number (as specified in the Investment Menu) and the value of each asset to be transferred.

### STEP 6 PERSONAL CONTRIBUTIONS – TAX DEDUCTION

You must indicate whether or not you are intending to claim a tax deduction for personal contributions you have made to your superannuation account.

Please note, the transaction will not be completed until we receive a valid notice of your intention to claim a tax deduction, or after 21 days have passed. If 21 days pass and we do not receive this notice, your personal contributions will be treated as non-concessional, which means you cannot claim a deduction.

If you are not sure whether you are eligible to claim, how much you can claim, or if you can claim for both the current and previous financial years, please contact your financial adviser.

### STEP 7 CLIENT AUTHORISATION

Please read this section carefully, and sign and date the form.

### STEP 8 FINANCIAL ADVISER

Your financial adviser should complete their name and adviser number.

Once completed, please send this form to:

Summit Service  
GPO Box 2754  
MELBOURNE VIC 3001

Alternatively, this form may be faxed to Summit on 1800 780 081.

\* Please note: where you have an exit fee or deferred entry fee arrangement, you may be charged an exit fee or early withdrawal fee on this transfer.

# Interdivisional transfer

Client name

 -  - 

Client reference number (eg 0013102-D2-01)

## STEP 1 PLAN TO TRANSFER

Transfer **from**  -  -

Client reference number (eg 0013102-D2-01)

Transfer **to**  -  -

Client reference number (eg 0013102-D2-01)

## STEP 2 AMOUNT TO TRANSFER (gross amount)

Full transfer  Partial transfer – please specify the amount to transfer \$

Tax will be taken from this amount where applicable.

## STEP 3 CONTRIBUTION TYPE (required only for transfers from ordinary money to superannuation)

	Total
Personal contribution*	<input type="text"/>
Spouse contribution	<input type="text"/>
Other contributions	<input type="text"/>
<b>Total amount to transfer</b>	<input type="text"/>

*This amount cannot be claimed as a tax deduction.*

If you have standing purchase instructions, all contributions will be invested according to these instructions unless otherwise specified.

## STEP 4 PRESERVATION STATUS (required only for transfers from superannuation)

A preserved benefit is that part of your superannuation benefit that must be retained within a superannuation fund unless you meet a condition of release as detailed below.

Are you either transferring preserved funds to an investment account or a pension plan?  Yes  No (If 'Yes' please answer below)

**If aged 55 to 59:** An arrangement under which I was gainfully employed has ceased. I do not intend to ever again become gainfully employed for 10 or more hours per week

**If aged 60 to 64:** I have ceased employment

**Aged 65 and over**

**Reached preservation age, still working and purchasing a Non-Commutable Allocated Pension**

**Permanent incapacity** as defined by the Superannuation Industry (Supervision) Regulations 1994

**Severe financial hardship**<sup>†</sup>

**Compassionate grounds**<sup>†</sup>

**Terminal medical condition** as defined by the Superannuation Industry (Supervision) Regulations 1994

\* If you intend to claim a tax deduction for personal superannuation contributions, you must provide the trustee valid notice of your intent to claim the deduction which will be sent to you at the end of each financial year. If the trustee does not receive a valid notice, all personal contributions will be allocated as non-concessional. The trustee is required to acknowledge receipt of the notice and you must have this acknowledgement before you claim a tax deduction

† Special conditions apply, refer to your financial adviser or call Summit Client Services on 1800 622 772.

# Interdivisional transfer

Client name

 -  - 

Client reference number (eg 0013102-D2-01)

## STEP 5 CASH AND ASSETS TO TRANSFER (required only for a partial transfer)

- Please transfer assets and cash proportionately based on the value of investment option(s) as at the time of transfer, or  
 Please transfer the following assets and values.

Transfer from cash account

 \$

Product/APIR/  
ASX Code

Asset Name

Value

UU9999	Fund-manager Investment Fund (Example only)	\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$

Total partial transfer amount

 \$

## STEP 6 PERSONAL CONTRIBUTIONS – TAX DEDUCTION

- Please tick this box if you are not eligible or do not intend to claim a tax deduction for your personal contributions

OR

- Please tick this box if you are eligible and intend to claim a tax deduction for the personal contributions made in the financial year specified below. I advise that I am a member of the fund and I am eligible to claim a tax deduction because I do not have an employer who is obliged to contribute to superannuation on my behalf, or I am substantially self-employed (less than 10 per cent of my income is earned as an employee).

I intend to claim \$  of my total contributions as a tax deduction.

I acknowledge that the balance (if any) of my own contributions is not tax deductible and will not be subject to contributions tax.

This notice is in relation to contributions made in the year ending 30 June

Please note, the transaction will not be completed until we receive a valid notice of your intention to claim a tax deduction, or after 21 days have passed. If 21 days pass and we do not receive this notice, your personal contributions will be treated as non-concessional, which means you cannot claim a deduction.

If you are not sure whether you are eligible to claim a deduction, how much you can claim, or if you can claim a deduction for both the current and previous financial years, please contact your financial adviser.

## STEP 7 CLIENT AUTHORISATION

### Important information

Prior to the transfer of a superannuation or pension benefit, the Trustee is obliged to provide you with any information you reasonably require to understand your benefit entitlement, including any fees and charges that may apply on transfer. Please consult your financial adviser or contact Summit Client Services on 1800 622 772.

# Interdivisional transfer

Client name

 -  - 

Client reference number (eg 0013102-D2-01)

## Request and release

I/We request N.M. Superannuation Proprietary Limited process the withdrawal requested above, and transfer the amount requested, as per my/our instructions above.

I/We do not require any additional information on my/our benefit entitlement, applicable fees and charges or information on the transfer of my/our superannuation benefit.

I/We confirm that I/we have personally received and read the relevant Product Disclosure Statement associated with this transfer.

The information I/we have provided is true and correct.

Client 1 signature

Client 2 signature (if applicable)

 / 

Date

## STEP 8 FINANCIAL ADVISER

Adviser name

 - B A - 

Adviser number

## IMPORTANT INFORMATION

This transfer may close your account (you will need to check this with your current fund).

This form cannot be used to:

- transfer benefits if you don't know where your superannuation is
- transfer benefits from multiple funds on this one form – a separate form must be completed for each fund you wish to transfer superannuation from
- change the fund to which your employer pays contributions on your behalf
- open a superannuation account, or
- transfer benefits under certain conditions or circumstances, for example if there is a superannuation agreement under the Family Law Act 1975 in place.

## 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 and may close the account 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 funds.

For the appropriate forms and information about whether you are eligible to choose the fund to which your employer contributions are made, visit [www.superchoice.gov.au](http://www.superchoice.gov.au) or call the Australian Tax Office (ATO) on 13 10 20.

## Things you need to consider when transferring your superannuation

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

- **Fees** – your current 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. Your alternative fund may also charge entry or deposit 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 per cent increase in fees may significantly reduce your final benefit. From 1 July 2010, any interdivisional transfer into a new plan may result in a change to adviser remuneration terms. This means that if you were previously paying commission, it will no longer be available and may require the use of member advice or client advice fees as agreed with your financial adviser.
- **Death and disability benefits** – your current fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to leave your current 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 you require additional information about superannuation, you may wish to visit the Australian Securities and Investment Commission website [www.fido.asic.gov.au](http://www.fido.asic.gov.au).

## TRANSFERS TO SELF-MANAGED SUPERANNUATION FUNDS

You may use this form to transfer your benefits to your own self-managed superannuation fund (SMSF).

You should be aware that SMSFs are subject to the same rules and restrictions as other funds, when benefits are to be paid out. In particular, superannuation benefits in SMSFs are required to be 'preserved', meaning they are not generally able to be accessed until you are over age 55 and retired.

The trustee of your current fund may be able to request further information from you about your status as a trustee, or a director of a corporate trustee of your SMSF, if there are multiple transfer requests to your SMSF. Penalties may apply for providing false or misleading information.