

Providing your tax file number

Don't pay more tax than you have to – let us know your tax file number

In line with the Superannuation Industry (Supervision) Act 1993, and various taxation acts, NGS Super is authorised to ask for your tax file number. NGS Super will only use your tax file number for lawful purposes. These purposes may change in the future if there are changes to legislation.

NGS Super may pass your tax file number to any other super fund or account to which your super is transferred in the future unless you request in writing that this not be done.

By providing your tax file number:

- NGS Super be able to accept all types of contributions made by or for you (some limits may apply)
- you can avoid paying tax at a higher rate than would otherwise apply on your contributions
- you can avoid paying tax at a higher rate than would otherwise apply on your super benefit, and

- it will be easier for you to find your super in the future and ensure that you receive all of your super benefits when you retire.

Choosing not to provide your tax file number is not an offence. However, if you don't provide your tax file number, now or later:

- we'll only be able to accept contributions made for you by your employer. No other contributions, for example after-tax contributions, can be accepted
- you may pay more tax on contributions made for you by your employer. In some circumstances, you may be able to claim back this additional tax, however time limits, fees and other rules may apply
- you may pay more tax on your super benefit than you would otherwise (although you can claim this back when you lodge your tax return).

If you need help

For assistance or to access the Privacy Policy and your personal information call NGS Super Customer Service Team on **300 133 177**.

Step 1. Complete your personal details

Please print in black or blue pen, in capital letters.

Title Mr Mrs Ms Miss Other

Date of birth / /

Given names

Surname

Membership number

Name of your employer

Step 2. Provide your tax file number and sign the form

Tax file number:

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By signing this form I:

- understand the circumstances in which my tax file number is collected and used
- understand the Privacy Collection Statement and consent to my personal information being collected, disclosed and used as described in that Statement

To view our Privacy Collection Statement, go to ngssuper.com.au/pcs or call us on **1300 133 177**.

Signature

Date

 / /

Please return your completed form to: **NGS Super, GPO Box 4303, MELBOURNE VIC 3001**

Privacy collection statement

If you are a member of NGS Super, or you are applying for membership

We may collect your personal information from you or from third parties such as

- your employer
- a previous super fund
- your financial adviser
- our related entities
- publicly available sources

We may be required or authorised by law to collect your personal information. Relevant laws include the Australian Securities and Investments Commission Act 2001, Corporations Act 2001, Family Law Act 1975 and laws relating to superannuation, taxation and anti-money laundering/counter-terrorism financing.

If we are unable to collect all the personal information we have asked for, we may not be able to administer your NGS Super account or take action on a particular request you have made.

We will use your personal information to

- manage your NGS Super account (superannuation or income stream)
- give you information about your NGS Super account
- supply you with information about other products and services offered by us or our related companies
- include your relevant account data in statistics and market research.

We will disclose your personal information to various organisations (but only as required to manage your NGS Super account or the Fund generally), including

- our administrator
- our insurer
- our professional advisers
- your employer
- other service providers that provide services or products relevant to your NGS Super account
- any relevant government authority that requires your personal information to be disclosed.

In managing your super your personal information may be disclosed to service providers in another country, most likely to Mercer's processing centre in India. Our Privacy Policy lists any other relevant offshore locations.

Our **Privacy Policy** sets out in more detail

- how we deal with your personal information
- how to access and seek correction of the information we hold about you
- how you may lodge a complaint if we breach an Australian Privacy Principle
- how we will handle any complaint.

You can view our Privacy Policy at ngssuper.com.au/about-us/regulatory-disclosures/privacy-statement or obtain a copy by contacting us on **1300 133 177**.

If you have any other queries in relation to privacy issues, or if you do not wish to receive marketing material, you may contact us on **1300 133 177**. You may also write to the NGS Super Privacy Officer at PO Box 21236 World Square NSW 2002 or online at ngssuper.com.au/contactus.

If you are not a member of NGS Super, and you are not applying for membership

We will use your personal information only to enable us to take action on the particular matter you have contacted us about. In most instances we will not need to collect any further personal information from any other source. We will disclose your personal information only to those organisations mentioned above as are necessary to take action on the matter in question or for the management of the Fund generally.