

# TRANSFER AUTHORITY FORM

## Save time, apply online

Applying to transfer your other funds via the **Member Online** portal is quick and easy. Simply login via [ngssuper.com.au/MOL](http://ngssuper.com.au/MOL) and make your selections through the **Find my super** tab.

## Transfer whole balance from another fund into NGS Super

Just fill in this form and send it back to NGS Super. It's that simple. We'll contact your other super fund/s and will look after all of the transfer details. There's no fee for this service.

If you wish to transfer balances from more than one fund to NGS Super, you will need to complete a separate form for each transfer.

Your transfer will be processed faster if you provide your tax file number and a copy of a recent Member Statement from your other super fund.

## If you need help

For assistance call us on **1300 133 177**.

## Before you transfer

If required, ensure that you transfer or replace any insurance cover you have with your other fund before closing your account. Find out more at [ngssuper.com.au/consolidate](http://ngssuper.com.au/consolidate)

Please send your completed form to:

**NGS Super**  
**GPO Box 4303**  
**MELBOURNE VIC 3001**

## Step 1. Complete your personal details

Please print in black or blue pen, in capital letters, one character per box.



NGS Member number	Gender	Title	Date of birth
<input type="text"/>	M <input type="radio"/> F <input type="radio"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>
Given names	<input type="text"/>		
Surname	<input type="text"/>		
Residential address	<input type="text"/>		
Suburb	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Previous address (if you know that the address held by your previous fund is different to your current residential address)	<input type="text"/>		
Suburb	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Daytime telephone	<input type="text"/>		



### Step 3. Proof of identity

For transfers between super funds, your *previous* fund will verify your identification (ID) with the Australian Taxation Office (ATO). If the information held by your *previous* fund cannot be matched with the details held by the ATO, your *previous* fund may require you to provide certified proof of ID before they can complete your transfer to NGS Super.

Your tax file number (TFN) is required for identification purposes. Under super law, you are not obliged to disclose your TFN, but there may be tax consequences if you don't (please refer below for details).

My TFN is: --

If you do not provide your TFN:

- your contributions may be taxed at the highest rate plus Medicare levy
- you will not be able to make personal contributions to your super fund
- we may not be able to receive contributions from you or your employer
- it may be more difficult for you to monitor your account or to locate it if you lose track of it.

NGS Super is authorised to collect your TFN under the *Superannuation Industry (Supervision) Act 1993*. We will treat it as confidential and only use it for lawful purposes. This includes disclosing it to another super fund when we're arranging a transfer of funds for you. However, you may request in writing that your TFN not be disclosed to any other trustee.

If you do not wish to provide your TFN then you will need to check with your *previous* fund to determine if you are required to provide certified ID. If you have more than one rollover, you will need to check the requirements with each of your previous super funds.

### Step 4. Sign the form

By signing this form I am:

- aware I may ask my 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 I have obtained or do not require such information
- requesting consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer
- discharging the superannuation provider of my transferring fund from all further liability in respect of the benefits paid and transferred to my receiving fund.

By signing this form I am making the following declarations:

- I declare that the information is true and correct.
- Where the transferring fund is an SMSF, I confirm that I am a member, trustee or director of corporate trustee of the SMSF.
- I have read and understand the **Privacy Collection Statement** and consent to my personal information being collected, disclosed and used as described in that Statement.

I request and consent to the transfer of my superannuation as described within this form and authorise the super provider of each fund to give effect to this transfer.

Signature

Date  /  /

Please return your completed form to:

**NGS Super**  
**GPO Box 4303**  
**MELBOURNE VIC 3001**

### Privacy Collection Statement

NGS Super Pty Limited ABN 46 003 491 487 of **Level 4, 14 Martin Place Sydney NSW 2000** collects personal information from you (or from third parties such as your employer or another super fund) to manage your NGS Super account, keep you informed, improve our products and services or take action on a matter you have contacted us about. If we don't have your personal information, we may not be able to perform these services. We may be authorised to collect your personal information by certain laws, including laws relating to superannuation, taxation and anti-money laundering/counter-terrorism financing.

We disclose personal information as required to manage the Fund, to service providers (including our administrator, our insurer and professional advisers), employers or parties required by law. Personal information may be accessed by service providers overseas, most likely by our administrator's processing centre in India. For any other offshore locations, details of how to access and change your personal information and the privacy complaints process, go to [ngssuper.com/pcs](http://ngssuper.com/pcs) and [ngssuper.com/privacy](http://ngssuper.com/privacy) or call us on **1300 133 177**.