

REQUEST TO VARY YOUR PENSION PAYMENT

If you need help

For assistance call NGS Super Customer Service Team on **1300 133 177**.

Step 1. Complete your personal details Please print in black or blue pen, in uppercase, one character per box.

Title Mr Mrs Ms Miss Other Date of birth / /

Given names

Surname

Residential address (must be provided)

Suburb State Postcode

Postal address (if different to above)

Suburb State Postcode

Daytime telephone - Mobile

E-mail

Membership number

Pension Type: (select one option only)
 Account Based Pension
 Transition to Retirement Pension



Step 5. Sign the form

By signing this form:

- I have read and understood this form
- I understand that the information contained in this form will be handled by the Trustee to process my pension payment variation
- I understand that should I select to automatically increase my pension payment annually, that unless I otherwise advise, the nominated increase will apply from 1 July each year subject to the legislated minimum and maximum pension payment requirements
- I understand that should I change my regular pension payment to either the minimum or maximum payment allowable, that my nominated increase will cease to apply immediately.
- I understand that under Tax Office regulations, I must keep a copy of this form for five years from the date completed.

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.

Signature

X

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, Mercer Outsourcing (Australia) Pty Ltd (Mercer)
- 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 www.ngssuper.com.au/privacy-policy 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 www.ngssuper.com.au/contact-us.

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.