



# 🔄 Nominating your beneficiaries

This document forms part of our Product Disclosure Statements

## did you know?

A binding beneficiary must be a dependant and/or legal personal representative and must be renewed every 3 years. CareSuper does not charge a fee when you make or change a binding nomination.



**CARE Super Pty Ltd (Trustee)**  
ABN 91 006 670 060 AFSL 235226  
**CARE Super (Fund)**  
ABN 98 172 275 725

### Disclaimer

The advice in this document is of a general nature. We have not taken into account your particular financial needs, circumstances and objectives. We recommend you read all the information available, assess your own financial situation and seek professional advice from a licensed or authorised financial adviser before deciding to make any decisions related to your super. While reasonable care has been taken as to the accuracy of this information, to the extent allowed by law, CareSuper accepts no liability for any loss, direct or indirect, resulting from reliance on the information contained in this document.

Dated 30 September 2017

You may nominate one or more dependants and/or your legal personal representative to receive your super (including any insurance benefits) when you die.

### Why it's important to nominate your beneficiaries

To help us determine who should receive your super, it's important to nominate your beneficiaries and, whenever life changes, to make sure your nomination is up to date.

### Choices you can make

You can choose the type of nomination that best suits your needs, either:

- **Non-binding:** we will use this nomination as a guide, along with other current information we have determined to be relevant, to make a decision about the payment of your benefits when you die. A non-binding nomination can be useful if you would prefer the Trustee to decide where your super should go.
- **Binding:** we will usually be bound to distribute your benefit as you have instructed, provided that your nomination is valid and binding at the time of your death. Your nomination is binding for 3 years. The most appropriate nomination will depend on your personal circumstances.

### How do I make or change a non-binding nomination?

Complete the relevant section on the **Member application** form when joining. If you join online or are already a member, you can change your non-binding nomination in MemberOnline at any time. Simply go to [caresuper.com.au/login](https://caresuper.com.au/login) to log in or register. You can also complete a **Change of membership details** form, available at [caresuper.com.au/forms](https://caresuper.com.au/forms).

### How do I make, confirm or cancel a binding nomination?

To make or confirm a binding nomination, complete all details on the **Binding beneficiary nomination** form, including your signature and those of two witnesses. If you have multiple CareSuper accounts, you will need to complete a nomination for each account.

Find out about cancelling a binding nomination overleaf.

### What should I know before making a binding nomination?

The people you nominate must be any one or more of the following:

- Your dependant (see below)
- Your legal personal representative – that is, the executor of your Will or administrator of your Estate.

If your nomination is valid at the time of your death, the Trustee must follow it regardless of how your circumstances may have changed (unless the Trustee is prevented from doing so by law). For example, if you nominate your husband or wife and you later separate but are not yet divorced, your nomination remains valid and binding on the Trustee as a spouse meets the definition of 'dependant'. Find out about cancelling or updating your nomination overleaf.

➔ **Binding beneficiary nomination forms can be downloaded from [caresuper.com.au/forms](https://caresuper.com.au/forms), or obtained by calling 1300 360 149.**

### Your dependants

This includes your spouse, any child, or any person with whom you have an interdependency relationship.

A spouse may include a qualifying de facto spouse of the same or opposite sex.

A different definition of 'dependant' applies for taxation purposes.

### An interdependency relationship

An interdependency relationship may exist between two people if the following four conditions are met:

- They have a close personal relationship, and
- They live together, and
- One or each of them provides the other with financial support, and
- One or each of them provides the other with domestic support and personal care.

## ↔ Nominating your beneficiaries (continued)

An interdependency relationship may also exist if the parties have a close personal relationship but do not live together due to either or both of them suffering from a physical, intellectual or psychiatric disability.

### What is a valid binding nomination?

To make a nomination valid, your nomination must:

- Be made to us in writing using the **Binding beneficiary nomination** form
- Nominate a beneficiary whose relationship with you makes them clearly eligible, such as a child, spouse, or person with whom you have an interdependency relationship
- Clearly set out the proportion of the benefit to be paid to each nominated person (and the total must add up to 100 per cent)
- Be signed and dated by you in the presence of two witnesses aged 18 or over who are not nominated on the form
- Be signed and dated by the two witnesses in your presence at the same time that you sign and date the form
- Be sent to us (a nomination that meets all legislative criteria will not be valid until we receive it).

The validity of a binding nomination will usually be determined at the time of death.

In some circumstances, the Trustee may not be bound by the nomination. Examples include if the Trustee is subject to a court order or family law split, or if the nomination is made under a Power of Attorney which does not authorise the action.

### How long is the binding nomination valid?

If you make a binding nomination, it will be valid for 3 years from the day you date and sign the **Binding beneficiary nomination** form, not from the date we receive it. It is important that you update your nomination regularly to ensure that your wishes are met. We will write to you seeking your instructions prior to the expiry of any existing nomination.

You may make a new nomination or cancel your nomination at any time.

### How do I update or cancel my binding nomination?

To update or change a nomination you must fully complete the **Binding beneficiary nomination** form again, following the procedures outlined above. You must write **all** your chosen beneficiaries' details on the form.

To cancel a current binding nomination and **not** replace it, you must complete the form again and write 'cancel previous nomination' in the 'Beneficiary details' section. Please note that the form must still be signed, dated and witnessed to cancel a previous nomination.

We will write to you to confirm receipt of your new or cancelled nomination. You will be advised of your nomination each time we send your annual super statement.

### What happens if I don't have a valid binding nomination?

If at the time of your death –

- You have not made a binding nomination (that is, you have not nominated a dependant or legal personal representative) or
- Your binding nomination has been cancelled, or
- Your binding nomination is invalid (for example, it is not correctly signed and witnessed, it is more than three years old and has not been renewed, or any of the people nominated dies before you or no longer falls within one of the permitted categories)

– the Trustee of CareSuper will use its discretion to determine how your benefit should be paid.

### Privacy

CareSuper only collects information on nomination forms that is essential for the administration of your beneficiary nomination. CareSuper will not use the information about you, your beneficiaries or your witness(es) for any other purpose. You can read our Privacy Policy at [caresuper.com.au/privacypolicy](http://caresuper.com.au/privacypolicy).

### Proof of identity

Under the *Anti-Money Laundering and Counter Terrorism Financing Act 2006* superannuation funds are required to identify, monitor and mitigate the risk that the fund may be used for the laundering of money or the financing of terrorism. To meet these requirements, CareSuper reserves the right to request further information to verify proof of identity before making any payment to a beneficiary.

If a dependant has a complaint about the proposed recipient of a death benefit payment, it should first be lodged with CareSuper. If they are not satisfied with our response, a complaint may be lodged with the Superannuation Complaints Tribunal (SCT).



### How can I contact CareSuper?

<b>Call</b>	<b>1300 360 149</b> 8am–8pm Monday–Friday (AEST)
<b>Write to</b>	CareSuper Locked Bag 5087 Parramatta NSW 2124
<b>Web</b>	<a href="http://caresuper.com.au">caresuper.com.au</a>
<b>Email</b>	<a href="mailto:admin@caresuper.com.au">admin@caresuper.com.au</a>

↔ The information in this document forms part of the following CareSuper Product Disclosure Statements (PDS):

- Member Guide PDS dated 30 September 2017
- Corporate Insurance (CIA) PDS dated 30 September 2017

call 1300 360 149 visit [caresuper.com.au](http://caresuper.com.au)