

# PERPETUAL PRIVATE SUPER WRAP

Product Disclosure Statement

**PRODUCT DISCLOSURE STATEMENT**  
**ISSUE NUMBER 6 DATED 1 APRIL 2019**  
Issued by Perpetual Superannuation Limited  
ABN 84 008 416 831 AFSL 225246 RSE L0003315

Perpetual 

## IMPORTANT NOTES

Perpetual Private Super Wrap (Super Wrap) and Perpetual Private Pension Wrap (Pension Wrap) are part of Perpetual Super Wrap (RSE R1074406, ABN 22 897 174 641) (the Fund), a superannuation fund established by way of a trust deed. The trustee of the Fund is Perpetual Superannuation Limited ABN 84 008 416 831, AFSL 225246, RSE L0003315 (Perpetual, PSL, the trustee, we, us).

PSL is a wholly owned subsidiary of Perpetual Limited ABN 86 000 431 827 and part of the Perpetual Group.

PSL has appointed Perpetual Trustee Company Limited ABN 42 000 001 007, AFSL 236643 (PTCo) as the Fund administrator and to hold the Fund's investments in custody. PTCo is also a wholly owned subsidiary of Perpetual Limited and part of the Perpetual Group.

PTCo has appointed Macquarie Investment Management Limited ABN 66 002 867 003, AFSL 237492 (administrator) to provide the investment administration services to the Fund described in this Product Disclosure Statement (PDS).

PTCo has also appointed The Trust Company (UTCCL) Limited ABN 35 008 426 784, AFSL 235170 (UTCCL) to arrange the securities trading services provided to the Fund by platform brokers, as described in this PDS. UTCCL is also a wholly owned subsidiary of Perpetual Limited and part of the Perpetual Group.

The activities of the trustee and the Fund are regulated by the Australian Prudential Regulation Authority (APRA) and the Australian Securities & Investments Commission (ASIC).

Companies named in the PDS have given and have not withdrawn their consent to statements by them, or statements based on statements by them, in this PDS in the form and context in which they appear.

References to 'you', 'your' and 'clients' are to members (and, where the context requires, prospective members) of the Fund. In deciding whether to acquire or continue to hold an investment, you should consider this PDS. Applications can only be made on the appropriate application form.

We may update this PDS (including the terms and features of the Super Wrap and Pension Wrap where we can according to the Fund's trust deed and the law) with changes that are not materially adverse without issuing a supplementary PDS. The PDS and updated information will be available at our website, [www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap), and you can also obtain a paper copy free of charge, on request. If we make any change that is materially adverse, we'll replace this PDS or issue a supplementary PDS and provide 30 days' notice to members. You should keep a copy of the PDS and any updates for future reference.

The Fund's cash account (Perpetual Cash Account) forms part of your Super Wrap and Pension Wrap account and is held through the custodian with Macquarie Bank Limited ABN 46 008 583 542, AFSL 237502 (MBL). Any term deposits are also held through the custodian with the relevant financial institution. You can contact us to determine whether the Federal Government's Financial Claims Scheme applies to these types of investments. This will depend on certain matters beyond Perpetual's control, such as regulatory determinations by APRA. The nature of the Financial Claims Scheme may also change over time.

**Investments in the Super Wrap and Pension Wrap are subject to investment risk, including possible delays in repayment and loss of income or principal invested. Neither we nor any company in the Perpetual Group, nor any other party referred to in this PDS, guarantee the performance of the Super Wrap and Pension Wrap or the repayment of capital from the Fund.**

This offer is only available to people receiving this PDS (electronically or otherwise) within Australia.

The information contained in this PDS is general information only. We have not taken into account your objectives, financial situation or needs. You should consider the appropriateness of the Super Wrap or Pension Wrap to your circumstances, taking into account your objectives, financial situation and needs, before acting on any information in this PDS. You should also obtain the relevant PDS for a financial product before making any decision about whether to acquire that financial product.

All amounts in this PDS are in Australian dollars and all times quoted are Sydney time (unless otherwise specified). A business day is a working day in Sydney.



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# INTRODUCING PERPETUAL PRIVATE SUPER WRAP

## WHAT IS A WRAP SERVICE?

As the name suggests, a wrap service draws all of your investments together around a central cash flow account. This enables easy administration of your retirement savings as all buying, selling, reporting and maintenance of investments held in your account occurs in one place.

## PERPETUAL PRIVATE SUPER WRAP

Perpetual Private Super Wrap is offered by Perpetual Superannuation Limited, the trustee of Perpetual Super Wrap (the Fund) which consists of:

- Perpetual Private Super Wrap (Super Wrap) – an accumulation superannuation solution and
- Perpetual Private Pension Wrap (Pension Wrap) – an account based pension.

Perpetual Private Super Wrap is a wrap-style account designed for investors who are looking for:

- a wide choice of investments
- consolidated reporting and
- someone else to manage the paperwork related to their retirement savings.

Perpetual Private Super Wrap provides a lifetime superannuation solution covering your:

- pre-retirement planning requirements
- transition to retirement and
- post-retirement income needs.

You also benefit from online access to your account details, tax efficient features and estate planning options.

The Super Wrap and Pension Wrap are both Perpetual Private Wrap products which, together with Perpetual Private Investment Wrap operated by Perpetual Trustee Company Limited (ABN 42 000 001 007, AFSL 236643), can be grouped together so you can benefit from consolidated fees, reporting and statements (see 'Consolidated balances for fee purposes' on page 24, 'Consolidated reporting on your account' on page 6 and 'Ongoing reporting' on page 36 for further information).

## AN ORGANISATION YOU CAN TRUST

Perpetual Superannuation Limited is part of the Perpetual Group, which is one of Australia's most trusted financial services institutions and has been in operation for over 130 years.

# HOW THE SUPER WRAP AND PENSION WRAP WORK

Your adviser is essential and integral to the establishment and ongoing management of your account and is your main point of contact for account queries. Your adviser can help you identify an appropriate investment strategy which best suits your risk profile and needs, and can provide you with information about the investment options available to implement the strategy.

Your adviser will be authorised to place your investment instructions (including to buy and sell investments). We will act on the instructions received from your adviser as if they were from you.

The Super Wrap and Pension Wrap can assist both you and your adviser by minimising the administration involved in managing your superannuation investments.

Prior to investing, your adviser will provide you with any relevant disclosure documents for these investments. You should carefully read and understand these disclosure documents (including the risks section) before investing.

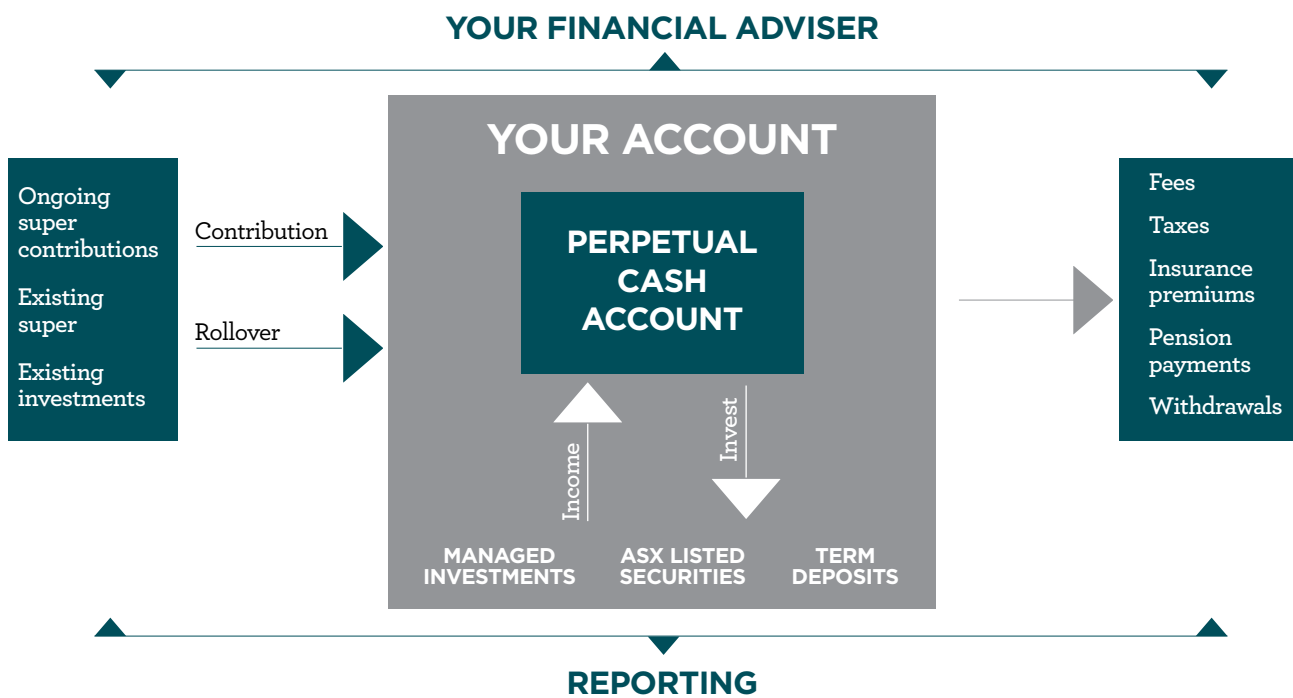
Your Perpetual Cash Account will be your central cash flow account. All regular transactions into or out of your account, including superannuation contributions, taxes, pension payments, fees and charges will be processed through your Perpetual Cash Account.

You can also invest directly into your Perpetual Cash Account from different sources – whether it’s contributions from your employer, personal contributions or rollovers from other superannuation funds, using a variety of methods such as BPAY® and electronic funds transfer.

All investment paperwork associated with your transactions is processed by us and any information made available to you generally will also be made available to your adviser.

The Super Wrap and Pension Wrap give your adviser a consolidated picture of your retirement savings so their advice to you is based on the latest, integrated view of your financial situation.

® Registered to BPAY Pty Ltd ABN 69 079 137 518.



# FEATURES AT A GLANCE

FEATURE	KEY INFORMATION
<b>REPORTING</b>	
Online access	Client Portal is a secure website that allows you to view details of your account, such as the overall value, asset allocation and transaction history, update your personal details and also enter corporate action elections (if applicable).
Statements	We will issue you with quarterly and annual statements on your account.
Group reporting	Link multiple accounts to access a consolidated report.
<b>INVESTMENT OPTIONS</b>	
Perpetual Cash Account	The central cash flow account for all the regular transactions into and out of your account.
Managed investments	An extensive range of approved managed investments offered by a wide selection of professional investment managers is available on the investment menu.
ASX listed securities	A wide selection of approved listed securities that can be transacted on the ASX.
Term deposits	A range of approved term deposit options is available.
<b>AUTOMATED INVESTMENT MANAGEMENT TOOLS</b>	
Dollar cost averaging	Regular monthly or quarterly investments from your Perpetual Cash Account into managed investments.
Automatic cash management	Manage the balance in your Perpetual Cash Account through the automated buying and selling of managed investments.
<b>PENSION FEATURES</b>	
Pension payment flexibility	<p>Pension Wrap clients have the flexibility to:</p> <ul style="list-style-type: none"> <li>• decide the level of pension payments to receive (subject to legislated limits)</li> <li>• determine the frequency of payments (monthly, quarterly, half yearly or annually)</li> <li>• amend the amount and frequency of payments</li> <li>• choose a transition to retirement pension and</li> <li>• make lump sum withdrawals.</li> </ul> <p>Some restrictions apply to transition to retirement pensions.</p>
Pension update functionality	You can commute an existing pension, combine the proceeds with additional super and commence a new pension, all within your Pension Wrap account (so your account number, personal details and transaction history are retained).
<b>INSURANCE AND ESTATE PLANNING</b>	
Insurance	Eligible Super Wrap members can apply for insurance cover for death and terminal illness, total and permanent disability and income protection through the Super Wrap. For detailed information on these and other types of insurance cover available outside the Super Wrap, you should consider the relevant product disclosure statement issued by the insurer, available from your adviser.
Non-lapsing death benefit nomination	Provides you with greater control over the payment of your benefits in the event of your death (subject to eligibility criteria).
Reversionary pensions	Pension Wrap clients can nominate a reversionary beneficiary to receive continuing pension benefits in the event of your death.
Child pensions	An extension of the non-lapsing death benefit nomination that allows your benefit to be paid as a tax-effective income stream to your minor children, or certain other children, in the event of your death.
<b>TAXATION</b>	
Individual tax processing	Individual tax processing within your account helps you to benefit from the individual investment decisions that you make.

FEATURE	KEY INFORMATION
<b>INVESTMENT MINIMUMS</b>	
Initial investment and ongoing account balance	No minimum initial investment or ongoing account balance.
Cooling-off	A 14 day cooling-off period applies to your initial investment.
Perpetual Cash Account balance	\$2,500
Balance per term deposit	\$10,000
Balance per managed investment	\$5,000
Managed investment transactions	\$1,000
ASX listed security balance and transactions	As required by the ASX, subject to a minimum purchase of \$500.
<b>ADDITIONAL INVESTMENTS</b>	
Super Wrap	Cheque, direct deposit or BPAY: No minimum Direct debit: \$250 per debit Electronic processing of rollovers and employer contributions: No minimum
BPAY	BPAY biller codes to make contributions to the Super Wrap Personal contributions: 667345 Spouse contributions: 667337
In-specie transfers	Transfer your existing managed investments (which are available on the investment menu) or listed securities into your account.
<b>WITHDRAWALS</b>	
Minimum withdrawal	\$500 per lump sum withdrawal.
<b>FEES AND OTHER COSTS</b>	
Trustee fee	The fee we receive for providing superannuation trustee services to the Fund. For more information, refer to page 22.
Administration fee	The fee you pay for custody of assets and administration of your account. For more information, refer to page 22.
Investment management costs	The investment fees and any other costs charged by product issuers for any accessible financial products held within your account. For more information, refer to 'Fees and costs payable to product issuers for managed investments' on page 24.
Adviser service or service fees	You can agree with your adviser the amount of fees (if any) your adviser will receive. For more information, refer to page 23.
Other fees and costs	Other fees and costs may apply to your account. For more information, refer to page 25.
Consolidated fees	We can consolidate the administration and adviser service or service fees for grouped Super Wrap and/or Pension Wrap accounts and corresponding fees (as applicable) in other Perpetual Private Wrap products including Perpetual Private Investment Wrap, Perpetual Small APRA Fund Service, Perpetual Self Managed Super Fund Service and any other qualifying services, as determined by us.
<b>TRANSACTING ON YOUR ACCOUNT</b>	
Online trading	Your adviser can buy and sell certain investments online or you can trade via your platform broker.
Super to pension transfers	You can switch from the Super Wrap to the Pension Wrap without realising any gain or loss as a consequence of the transfer.
Corporate actions	If you hold listed securities, we generally allow you to participate in corporate actions such as share purchase plans and rights issues.
<b>OPTIONAL SERVICES</b>	
NZ KiwiSaver transfers	You can transfer your benefit to an eligible New Zealand retirement fund (KiwiSaver).

# THE PERPETUAL PRIVATE SUPER WRAP DIFFERENCE

Perpetual Private Super Wrap makes it easy to manage your investments. The Super Wrap and Pension Wrap provide you and your adviser with access to an extensive range of investments and product features.

## A WIDE RANGE OF INVESTMENT OPTIONS

Not everyone's investment needs are the same. That is why we provide you with access to a wide variety of different investments including managed investments, direct shares and term deposits. This means you and your adviser can develop a comprehensive investment strategy to meet your individual financial objectives.

## MANAGED INVESTMENTS

An extensive range of managed investments is available, offered by a wide selection of professional investment managers.

Managed investments are offered by product issuers that invest according to the objectives and strategy set out in the offer document for the managed investment.

The managed investments available through the Super Wrap and Pension Wrap provide access to:

- the main asset classes
- wholesale fees, where available, which can be significantly cheaper than the retail fees you would pay if you invested in each managed investment directly.

## SOCIAL AND ETHICAL CONSIDERATIONS

We do not take into account labour standards or environmental, social or ethical considerations in the selection, retention or realisation of managed investments. In some circumstances we may consider these issues, but no specific methodology is applied.

Product issuers of a managed investment may have their own policies on the extent, if any, to which these considerations are taken into account when making investment decisions. Any such policy will be referred to in the PDS for the managed investment.

## AUSTRALIAN SECURITIES EXCHANGE (ASX) LISTED SECURITIES

Approved ASX listed securities include shares and other listed securities such as property trusts and exchange traded funds.

The Super Wrap and Pension Wrap provide access to all approved CHESSE sponsored, ASX listed securities. Please contact your adviser if you require further information on approved securities and any other trading rules or restrictions.

## TERM DEPOSITS

Term deposits are investments which deliver a fixed rate of interest over a fixed term. A range of different terms and rates are available through the Super Wrap and Pension Wrap.

The types of term deposits, commencement dates, terms and interest rates can be obtained from your adviser. Not all the terms and features described in the term deposit offer documents may be available.

## CONSOLIDATED REPORTING ON YOUR ACCOUNT

You and/or your adviser can track your investments online. Our consolidated reporting, updated each business day, provides you with comprehensive reports on your account. These reports include details of:

- your investments and their valuations
- all transactions on your account
- the performance of your account
- your asset allocation
- any income received and the expenses charged to your account.

You are also able to group other Perpetual Private Wrap accounts for reporting to generate group portfolio valuation and asset allocation reports.

Upon opening your account, you will be issued with access to Client Portal.

## PRODUCT BENEFITS

We receive all correspondence from investment managers, product issuers and listed securities on your behalf. This enables us to offer streamlined transacting and corporate action processing.

## CORPORATE ACTIONS

We process corporate actions on your account according to your instructions (where applicable), including:

- initial public offerings (floats)
- takeovers
- buy-backs
- share purchase plans
- rights (renounceable and non-renounceable)
- call payments
- compulsory acquisitions
- share splits.



## **TRANSFER YOUR EXISTING ASSETS INTO YOUR ACCOUNT**

You may transfer approved ASX listed securities and managed investments on the investment menu that you already own into your account. This may have tax implications and stamp duty may be payable on the transfer.

## **INDIVIDUAL TAX PROCESSING**

Individual tax processing within your account helps you to benefit from your individual investment decisions. Depending upon your circumstances, you may benefit from certain capital gains tax (CGT) treatment and franking credits from your investments.

Ordinarily, as part of our individual tax processing, your account is credited with any taxation benefits derived from fees and insurance premiums at the time they are deducted from your account.

## **NZ KIWISAVER TRANSFERS**

The Trans-Tasman superannuation portability arrangement allows former Australian and New Zealand residents who permanently emigrate between the two countries to take their retirement savings with them. The Super Wrap currently facilitates transfers to eligible New Zealand retirement funds (known as KiwiSaver schemes).

## **SHARE TRADING**

As a Super Wrap or Pension Wrap client, shares can be traded:

- by your adviser online through the platform
- by you or your adviser outside the platform through an alternative authorised external broker.

## **FLEXIBLE ESTATE PLANNING FEATURES**

The Super Wrap and Pension Wrap offer you competitive, tax-efficient estate planning features that allow you to take more control of protecting your wealth, such as:

- non-lapsing death benefit nominations allow you to specify to whom (amongst your dependants and your estate) and in what proportions you would like your benefit paid in the event of your death
- insurance cover, which can help you protect against the financial consequences to you and your family should you die or become disabled.

# UNDERSTANDING YOUR INVESTMENTS

By investing your superannuation through the Super Wrap and Pension Wrap you have access to an extensive range of investments, including managed investments, ASX listed securities and term deposits.

## THE PERPETUAL CASH ACCOUNT

The Perpetual Cash Account will be used as your central cash flow account for all the regular transactions relating to your investment.

## INVESTMENT OPTIONS

Choosing your investments from such an extensive range of options can prove daunting, however this is made easier with the assistance of your adviser and the investment option classifications developed by the trustee. Each investment option has a different objective, risks and allocation between asset classes.

The investment options available through the Super Wrap and Pension Wrap are listed in the table below.

### INVESTMENT OPTION CLASSIFICATIONS

ASSET CLASS	INVESTMENT OPTION CLASSIFICATION	INVESTMENT OBJECTIVE (BEFORE TAX AND FEES)	INVESTMENT STRATEGY/ TYPICAL BENCHMARK	STANDARD RISK MEASURE (SRM)/ RISK PROFILE	REPRESENTATIVE ASSET ALLOCATION	
					ASSET CLASS	ALLOCATION (RANGES)
Cash	Cash	To earn returns that match the performance of the stated benchmark over rolling one-year periods.	Funds offered will typically benchmark with reference to the Bloomberg AusBond Bank Bill Index.	1 – Very low	Cash	100% (100%)
Fixed interest	Australian bonds	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to an Australian index such as the Bloomberg AusBond Composite 0+ Yr Index.	4 – Medium	Australian fixed interest Cash	100% (70%-100%) 0% (0%-30%)
	Global bonds	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to the Bloomberg Barclays Global Aggregate Index (hedged to \$A).	3 – Low to medium	International fixed interest (including credit) Cash	100% (70%-100%) 0% (0%-30%)
Real assets	Listed infrastructure (hedged)	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a listed infrastructure index such as the S&P Global Infrastructure – Net Return (AUD Hedged).	6 – High	Global listed infrastructure Cash	100% (70%-100%) 0% (0%-30%)
	Listed infrastructure (unhedged)	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a listed infrastructure index such as the S&P Global Infrastructure – Net Return (Unhedged in AUD).	6 – High	Global listed infrastructure Cash	100% (70%-100%) 0% (0%-30%)

**INVESTMENT OPTION CLASSIFICATIONS (CONTINUED)**

ASSET CLASS	INVESTMENT OPTION CLASSIFICATION	INVESTMENT OBJECTIVE (BEFORE TAX AND FEES)	INVESTMENT STRATEGY/ TYPICAL BENCHMARK	STANDARD RISK MEASURE (SRM)/ RISK PROFILE	REPRESENTATIVE ASSET ALLOCATION	
					ASSET CLASS	ALLOCATION (RANGES)
Real assets (continued)	Listed real estate – Australian	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a listed property index such as the S&P/ASX 300 A-REIT Index.	7 – Very high	Australian real estate investment trusts (A-REITs) Cash	100% (70%-100%) 0% (0%-30%)
	Listed real estate – global (hedged)	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a listed property index such as the FTSE EPRA/NAREIT Developed Index – Net Return (AUD Hedged).	7 – Very high	Global real estate investment trusts (G-REITs) Cash	100% (70%-100%) 0% (0%-30%)
	Listed real estate – global (unhedged)	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a listed property index such as the FTSE EPRA/NAREIT Developed Index – Net Return (Unhedged in AUD).	7 – Very high	G-REITs Cash	100% (70%-100%) 0% (0%-30%)
	Real estate – diversified – (listed and unlisted)	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered will typically benchmark with reference to a blended benchmark composed of 50% S&P/ASX A-REIT 300 Index and 50% direct property index such as the Mercer/ IPD Australian Pooled Property Fund Index.	6 – High	Direct property A-REITs Cash	50% (0%-100%) 50% (0%-100%) 0% (0%-30%)
Alternatives	Alternatives – diversified	To deliver consistent medium term returns with low correlation to broad equity and fixed income markets by investing in both traditional and non-traditional asset classes over rolling three-year periods.	Funds offered will typically benchmark with reference to a hurdle rate benchmark relative to the Bloomberg AusBond Bank Bill Index.	6 – High	Traditional assets Non-traditional assets Cash	80% (0%-100%) 20% (0%-100%) 0% (0%-100%)

**INVESTMENT OPTION CLASSIFICATIONS (CONTINUED)**

ASSET CLASS	INVESTMENT OPTION CLASSIFICATION	INVESTMENT OBJECTIVE (BEFORE TAX AND FEES)	INVESTMENT STRATEGY/ TYPICAL BENCHMARK	STANDARD RISK MEASURE (SRM)/ RISK PROFILE	REPRESENTATIVE ASSET ALLOCATION	
					ASSET CLASS	ALLOCATION (RANGES)
Australian equity	Australian equity	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to the S&P/ASX 300 Accumulation Index.	6 – High	Australian equities Cash	100% (70%-100%) 0% (0%-30%)
	Australian equity – small cap	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to the S&P/ASX Small Ordinaries Accumulation Index.	7 – Very high	Australian small equities Cash	100% (70%-100%) 0% (0%-30%)
	Australian equity – geared	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered are typically Australian long only equity funds which benchmark with reference to the S&P/ASX 300 Accumulation Index.	7 – Very high	Australian equities Cash	150% (70%-200%) -50% (-100%-30%)
Global equity	Global equity – unhedged	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to a broad market global index such as the MSCI AC World Index (unhedged in \$A).	6 – High	International equities Cash	100% (70%-100%) 0% (0%-30%)
	Global equity – hedged	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to a broad market global index such as the MSCI AC World Index (hedged to \$A).	6 – High	International equities Cash	100% (70%-100%) 0% (0%-30%)
	Global equity – small cap	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to the MSCI Small Cap Index (in \$A).	7 – Very high	International small equities Cash	100% (70%-100%) 0% (0%-30%)
	Global regional equity	To earn returns that match the performance of the stated benchmark over rolling three-year periods.	Funds offered typically benchmark with reference to the relevant regional component of the MSCI Index.	7 – Very high	Regional international equities Cash	100% (70%-100%) 0% (0%-30%)

**INVESTMENT OPTION CLASSIFICATIONS (CONTINUED)**

ASSET CLASS	INVESTMENT OPTION CLASSIFICATION	INVESTMENT OBJECTIVE (BEFORE TAX AND FEES)	INVESTMENT STRATEGY/ TYPICAL BENCHMARK	STANDARD RISK MEASURE (SRM)/ RISK PROFILE	REPRESENTATIVE ASSET ALLOCATION	
					ASSET CLASS	ALLOCATION (RANGES)
Diversified	Multi-sector – aggressive (80%-100% growth assets)	To earn returns that exceed Headline CPI increases by at least 4.0% per annum over rolling 10-year periods.	Funds offered will typically represent traditional multi-sector growth funds with between 80-100% growth assets.	6 – High	Equities Alternatives Fixed interest Cash	80% (40%-100%) 15% (0%-40%) 0% (0%-20%) 5% (0%-20%)
	Multi-sector – growth (60%-80% growth assets)	To earn returns that exceed Headline CPI increases by at least 3.5% per annum over rolling seven-year periods.	Funds offered will typically represent traditional multi-sector growth funds with between 60-80% growth assets.	6 – High	Equities Alternatives Fixed interest Cash	60% (20%-80%) 10% (0%-40%) 25% (0%-40%) 5% (0%-40%)
	Multi-sector – balanced (40%-60% growth assets)	To earn returns that exceed Headline CPI increases by at least 3.0% per annum over rolling five-year periods.	Funds offered will typically represent traditional multi-sector growth funds with between 40-60% growth assets.	5 – Medium to high	Equities Alternatives Fixed interest Cash	40% (0%-60%) 10% (0%-40%) 40% (0%-60%) 10% (0%-60%)
	Multi-sector – moderate (20%-40% growth assets)	To earn returns that exceed Headline CPI increases by at least 2.5% per annum over rolling three-year periods.	Funds offered will typically represent traditional multi-sector growth funds with between 20-40% growth assets.	4 – Medium	Equities Alternatives Fixed interest Cash	25% (0%-40%) 5% (0%-20%) 50% (20%-80%) 20% (0%-80%)
	Multi-asset – conservative (0%-20% growth assets)	To earn returns that exceed Headline CPI increases by at least 1.5% per annum over rolling three-year periods.	Funds offered will typically represent traditional multi-sector defensive funds with between 0-20% in growth assets.	1 – Very low	Equities Alternatives Fixed interest Cash	10% (0%-20%) 0% (0%-10%) 60% (20%-100%) 30% (0%-100%)

**INVESTMENT OPTION CLASSIFICATIONS (CONTINUED)**

ASSET CLASS	INVESTMENT OPTION CLASSIFICATION	INVESTMENT OBJECTIVE (BEFORE TAX AND FEES)	INVESTMENT STRATEGY/ TYPICAL BENCHMARK	STANDARD RISK MEASURE (SRM) <sup>1</sup> / RISK PROFILE	REPRESENTATIVE ASSET ALLOCATION	
					ASSET CLASS	ALLOCATION (RANGES)
Listed securities	Listed securities – Australian securities	To provide investors with a growth investment return from exposure to companies listed on the Australian Securities Exchange (ASX). This strategy may provide additional returns by investing in Australian companies that declare partially or fully franked dividends.	Investors using this strategy can expect to experience short to medium term fluctuation in the value of their investment. There is a high likelihood of a negative return in a given short term investment period.	7 – Very high	Listed Australian securities	100% (100%)
	Listed securities – interest rate securities	To provide investors with a regular income stream above the cash rate over the short to medium term.	Suitable for investors seeking a regular income yield above the cash rate and seeking short to medium term volatility in their capital value.	5 – Medium to high	Listed interest rate securities	100% (100%)
Term deposits	Term deposits	To provide investors with an agreed rate of interest over a fixed amount of time, generally up to five years.	Suitable for investors seeking low risk and a set return for a pre-determined period.	1 – Very low	Term deposits	100% (100%)

1 The SRM is based on industry guidance to allow members to compare investments that are expected to deliver a similar number of negative annual returns over any 20 year period, as follows.

RISK BAND	RISK LABEL	ESTIMATED NUMBER OF NEGATIVE ANNUAL RETURNS OVER ANY 20 YEAR PERIOD
1	Very low	Less than 0.5
2	Low	0.5 to less than 1
3	Low to medium	1 to less than 2
4	Medium	2 to less than 3
5	Medium to high	3 to less than 4
6	High	4 to less than 6
7	Very high	6 or greater

The SRM is not a complete assessment of all forms of investment risk, for instance it does not detail what the size of the negative return could be or the potential for a positive return to be less than a member may require to meet their objectives. Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return.

The SRMs for the investment option classifications may change over time for various reasons, including as a result of reviews of the underlying capital market assumptions that are used in their calculation and future changes to asset allocations. Any changes to SRMs at any time will be available at our website.

Members should still ensure they are comfortable with the risks and potential losses associated with their chosen investments.

## INVESTMENT MENU

You can spread your account across an extensive range of investment options and investment managers.

Your adviser will provide you with the investment menu, which forms part of this PDS (see 'Incorporation by reference' on page 45 for further information), and recommend an appropriate investment strategy to suit your needs and risk profile.

The investment menu is also available at [www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap) and you may request a copy at any time, without charge. You must read the product disclosure statement or offer document for the managed investments you are considering. These will be provided by your adviser free of charge.

## ADDITION AND REMOVAL OF INVESTMENT OPTIONS

Our investment menu is reviewed regularly and is likely to vary over time where we believe it is in the best interests of members to do so.

Where possible, to allow you and your adviser time to adjust to variations to the investment menu, we will give advance notice of such a variation affecting your investment and the choice of retaining or disposing of that investment.

In adding or removing investment options to or from the investment menu, we do not take any liability for any movement in asset price or costs as they relate to delays in admitting or removing the investment nor do we make any representations as to the suitability of the investment either generally or for your personal circumstances.

## TRUSTEE INVESTMENT LIMITS

Some restrictions have been placed on certain types of investments, which are detailed in a separate document titled 'Trustee investment limits' that forms parts of this PDS (see 'Incorporation by reference' on page 45 for further information) available at [www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap) or which can be obtained, without charge, from your adviser.

These restrictions are designed to reduce the potential for losses by encouraging diversification and to ensure adequate liquidity to meet payments and satisfy regulatory requirements. However, limits do not eliminate the risks of large losses or insufficient liquidity.

We may change investment limits and may also place additional limits upon individual investments within each investment option at any time. If we determine that investment limits are to be added, withdrawn or amended we will endeavour to provide you and/or your adviser with advance notice of the change, however, this may not be possible in all circumstances.

## HOW THE LIMITS ARE APPLIED

Investment limits are applied at the time of your purchase and are a percentage of the total purchase price (including brokerage) of the asset against your account balance. In calculating the limit, your total account balance includes your Perpetual Cash Account, ASX listed securities, managed investments and term deposits.

For partly paid securities, we may require you to maintain sufficient funds in your Perpetual Cash Account to cover all future instalments.

Where a requested transaction will result in your security holding moving outside an approved limit, your transaction may be rejected by the trustee or you may be instructed to bring the holding within the trustee limits.

# UNDERSTANDING SUPERANNUATION

While superannuation may seem complex, the concept behind it is simple – it's a means of saving now so you can enjoy a financially comfortable lifestyle when you retire. To encourage superannuation savings, the Federal Government (Government) has provided some distinct tax advantages:

- you can invest 'before-tax' income through salary sacrifice
- the earnings on your investment are concessional-taxed, with a maximum tax rate of 15%
- your benefits are tax-free if received after you turn 60.

## ELIGIBILITY FOR SUPERANNUATION CONTRIBUTIONS

Superannuation contributions can generally be accepted from you or from your employer or your spouse (legal or de facto) on your behalf if you meet the requirements shown in the table below.

### ELIGIBILITY FOR SUPERANNUATION CONTRIBUTIONS

YOUR SITUATION	CONCESSIONAL CONTRIBUTIONS				NON-CONCESSIONAL CONTRIBUTIONS	
	FROM YOUR EMPLOYER			PERSONAL	PERSONAL	FROM YOUR SPOUSE
	SG <sup>1</sup>	AWARD	VOLUNTARY			
You are under age 65.	•	•	•	•	•	•
You are aged 65 to 69 (inclusive) and have worked at least 40 hours in a period of no more than 30 consecutive days during the financial year.	•	•	•	•	• <sup>2</sup>	•
You are aged 70 to 74 (inclusive) and have worked at least 40 hours in a period of no more than 30 consecutive days during the financial year.	•	•	•	•	• <sup>2</sup>	
You are aged 75 or over.	•	•			• <sup>3</sup>	

- 1 SG (Superannuation Guarantee) – Your employer is generally required to pay contributions on your behalf (currently 9.5% of your salary, increasing gradually to 12%).
- 2 You do not need to satisfy the age and work tests after age 65 for downsizer contributions of up to \$300,000 made from the proceeds following the sale of your principal residence (see 'Downsizer contributions' on page 15 for further information).
- 3 The only type of non-concessional contribution that can be made after age 75 are downsizer contributions (see 'Downsizer contributions' on page 15 for further information).

## INVESTING IN THE SUPER WRAP

Your investment in the Super Wrap can include:

- personal contributions
- salary sacrifice contributions
- employer contributions
- spouse contributions
- Government co-contributions
- transfers and rollovers from other superannuation funds, approved deposit funds or retirement savings accounts
- CGT exempt small business sale proceeds
- personal injury proceeds.

## CONTRIBUTIONS FROM MEMBERS AGED 65 TO 74

For members between ages 65 and 74 (inclusive) who contribute personally, or via salary sacrifice, we'll need regular confirmation that you comply with the applicable work test rules outlined in the above table.

If you make additional contributions, in addition to providing us with an initial declaration that you are eligible to contribute, we'll seek your confirmation at least annually that you continue to satisfy the relevant work test.

From 1 July 2019, members between ages 65 to 74 (inclusive) with a total superannuation balance (see footnote 1 to 'Provision to make 'catch-up' concessional contributions' on page 15 for definition) below \$300,000 on 30 June of the previous financial year who do not meet the work test in the current financial year will be able to make personal or salary sacrifice contributions for a further 12 months where they met the work test in the previous financial year. A member may only rely on this work test exemption once.

## CONTRIBUTION LIMITS

Subject to the eligibility requirements, there are also some restrictions on the amount of contributions that can be made into superannuation before additional taxes are charged, as detailed below. The Super Wrap account can accept all of the following types of contributions.

You can obtain further information about contribution limits, including details of any updated threshold amounts each year, from [www.ato.gov.au](http://www.ato.gov.au).



## CONCESSIONAL CONTRIBUTIONS

Concessional contributions generally include employer contributions (including superannuation guarantee and salary sacrifice) and personal contributions for which you claim a tax deduction.

The concessional contributions cap is \$25,000 for the 2018/2019 and 2019/2020 financial years. This amount will be indexed in line with Average Weekly Ordinary Time Earnings (AWOTE) once the increase in the indexed amount is greater than \$2,500.

Excess concessional contributions may attract additional tax (see page 46 for details) and may also count towards your non-concessional contributions limit (see below).

### PROVISION TO MAKE 'CATCH-UP' CONCESSIONAL CONTRIBUTIONS

Members with a total superannuation balance<sup>1</sup> of less than \$500,000 on 30 June of the previous financial year who have not fully utilised their concessional contributions cap in the 2018/2019 or subsequent financial years will be able to carry forward the unused cap amounts on a rolling five consecutive year basis to make additional concessional contributions. The 2019/2020 financial year will be the first time that additional concessional contributions will be able to be made.

1 Your total superannuation balance is generally the withdrawal value of all of your superannuation, including any accumulation, transition to retirement and pension accounts, adjusted for any structured settlement contributions. You can check your total superannuation balance using the Australian Taxation Office (ATO) online services through myGov.

## NON-CONCESSIONAL CONTRIBUTIONS

These contributions are also referred to as 'after-tax contributions'.

The non-concessional contributions cap is four times the concessional contributions cap noted above (that is, \$100,000 for the 2018/2019 and 2019/2020 financial years). However, if you have a total superannuation balance of \$1.6 million or more on 30 June of the previous financial year, you will not be eligible to make non-concessional contributions in that financial year. Members under age 65 will be eligible to bring forward two or three years of non-concessional contributions depending on their total superannuation balance.

Excess non-concessional contributions attract additional tax (see page 46 for details). We generally won't accept single non-concessional contributions over the cap, but you are responsible for monitoring your total non-concessional contributions against the cap.

Any spouse contributions are counted towards the receiving spouse's non-concessional contributions limit.

### CONTRIBUTIONS MADE FROM PERSONAL INJURY SETTLEMENTS

Settlement proceeds (structured settlements) received for an injury resulting in permanent disablement that meet the qualifying criteria<sup>2</sup> are exempt from the non-concessional contributions limit and are excluded from a member's total superannuation balance.

2 Two qualified medical practitioners must certify that as a result of the injury the individual is unlikely to ever be able to be gainfully employed in a capacity for which they are reasonably qualified because of education, experience or training, the contribution must be made to a superannuation fund within 90 days of the payment being received or the structured settlement coming into effect (whichever is later) and the individual must ensure that the Fund is aware that the contribution is being made under this exemption before or when making the contribution and provide a completed 'Contributions for personal injury election' form (available from the ATO).

## DOWNSIZER CONTRIBUTIONS

Members aged 65 or over can make additional non-concessional contributions of up to \$300,000 from the proceeds following the sale of their principal residence on or after 1 July 2018 (which they must have owned for the past 10 or more years), provided they meet the qualifying criteria<sup>3</sup> and:

- both members of a couple can contribute in respect of the same house
  - the contribution amount is exempt from the superannuation age and work tests normally applying after age 65 and the \$1.6 million total super balance test for making non-concessional contributions
  - the contribution amount is **not** exempt from the Centrelink age pension assets test.
- 3 The contribution must be made to the super fund within 90 days generally from the date of settlement. The individual must also ensure that the fund is aware that the contribution is being made under this provision before or when making the contribution and provide a completed 'Downsizer contribution into superannuation' form (available from the ATO website).

## GOVERNMENT CO-CONTRIBUTIONS

Members may be eligible for the Government co-contribution if:

- the member has made personal non-concessional contributions up to \$1,000 during that financial year
- the member has a total income (assessable income plus reportable fringe benefits and reportable employer super contributions less allowable deductions for carrying on a business, where applicable) less than the higher income threshold (see below)
- 10% or more of the member's total income must come from employment-related activities and/or carrying on a business
- the member is less than 71 years of age at the end of the financial year
- the income tax return for the member for the financial year has been lodged
- the member's non-concessional contributions for the financial year do not exceed their non-concessional contributions cap for that year
- the member's total superannuation balance is less than \$1.6 million on 30 June of the previous financial year
- the member is not the holder of a temporary visa during the financial year.

The co-contribution rate is 50%, with a maximum \$500 co-contribution applying for individuals with a total income up to the lower income threshold (see below), which reduces by 3.333 cents for every \$1 of total income up to the higher income threshold where it ceases to apply.

For the 2018/2019 financial year, the lower income threshold is \$37,697 with a higher income threshold of \$52,697. For the 2019/2020 financial year, the lower income threshold is \$38,564 with a higher income threshold of \$53,564. The higher income threshold is set at \$15,000 above the (indexed) lower income threshold.

#### **LOW INCOME SUPERANNUATION TAX OFFSET**

A superannuation contribution of up to \$500 annually (not indexed) will be paid by the Government for individuals on adjusted taxable incomes of up to \$37,000. The amount payable into the individual's superannuation account will be calculated by applying a 15% matching rate to the concessional contributions made by or for such eligible individuals.

This effectively means that eligible individuals can have \$3,333 in concessional contributions made to superannuation each year without having their benefits reduced by contributions tax as the \$500 payment will offset the contributions tax payable.

#### **SMALL BUSINESS CAPITAL GAINS**

Small business owners who qualify for the small business capital gains tax (CGT) concessions may be exempt from the non-concessional contribution limit. The proceeds from the disposal of eligible assets are exempt up to a lifetime limit of \$1.480 million for the 2018/2019 financial year and \$1.515 million for the 2019/2020 financial year (indexed) if certain conditions<sup>4</sup> are met (speak to your financial adviser).

<sup>4</sup> The individual must ensure the fund is aware that the contribution is being made under these provisions before or when making the contribution and provide a completed 'Capital gains tax cap election' form (available from the ATO website).

#### **FIRST HOME SAVER SUPER (FHSS) SCHEME**

The FHSS scheme administered by the ATO allows first home buyers to contribute up to \$15,000 per year (and \$30,000 in total) to superannuation, within the relevant contribution caps. This includes personal and salary sacrifice contributions (voluntary contributions) but not superannuation guarantee contributions.

Eligible individuals can apply to the ATO for these voluntary contributions plus deemed earnings (at a rate which will be calculated by the ATO using the 90-day Bank Bill rate plus 3%) to be withdrawn under the FHSS scheme. The contributions plus deemed earnings will only be released subject to a release authority being provided by the ATO to the fund. Any amounts released by the fund are required to be paid to the ATO.

Withdrawals of concessional contributions plus deemed earnings will be taxed at the individual's marginal tax rate (plus Medicare levy) less a 30% tax offset. Withdrawals of non-concessional contributions will not be subject to tax. The ATO will withhold any applicable tax before paying the net amount released to the individual.

If the released amount is not used to acquire a property within 12 months, you can:

- apply to the ATO for an extension up to a maximum of a further 12 months
- recontribute an amount (which must be at least equal to the assessable FHSS released amount, less any tax that was withheld) back into super as a non-concessional contribution within the 12-month period (or the extended time period, if granted) and notify the ATO of the recontributed amount
- pay FHSS tax of 20% on the assessable amount that was released.

When you are ready to receive your FHSS amounts, you need to apply to the Commissioner of Taxation for a FHSS determination and a release. You can apply online using your myGov account linked to the ATO.

#### **CONSOLIDATING YOUR SUPERANNUATION INTO THE SUPER WRAP**

If you have other superannuation accounts, you may wish to consider (in consultation with your financial adviser) consolidating your superannuation into one account within the Super Wrap. This will make it easier to manage your superannuation and may save you money with ongoing fees and costs. However, you should check if any exit or transfer fees will be charged by your other superannuation provider(s) and consider the potential loss of any existing insurance cover before you decide to proceed with consolidating your superannuation accounts.

Please complete the 'Transfer authority' form provided with this document if you wish to consolidate your superannuation into the Super Wrap. You can send it directly to your other fund(s) or, if you send it to us, we'll arrange the transfer on your behalf.

#### **SUPER CONTRIBUTIONS SPLITTING**

You may apply to have up to 85% of any concessional contributions up to the concessional contributions cap in any financial year transferred to a superannuation account in the name of your spouse (if applicable).

Please contact your adviser for further information if you are considering super contributions splitting.

#### **SUPERANNUATION CHOICE OF FUND**

Many Australians may choose to have their future employer superannuation guarantee contributions paid into a fund of their choice.

To see if you are eligible, contact your employer.

If you are eligible, a 'standard choice form' (available from your employer or the ATO) enables you to choose a superannuation fund to which your employer is to contribute.

It's easy to direct employer contributions and your own personal contributions into the Super Wrap.

## ACCESSING YOUR SUPERANNUATION BENEFIT

Superannuation is a long-term investment and the Government has placed restrictions on when you can access your benefit, as shown in the 'Conditions of release for superannuation benefits' table on this page.

You can withdraw any 'unrestricted non-preserved' benefits at any time.

There is no compulsory payment of superannuation benefits at any time.

Part of your superannuation benefit may be paid to your spouse or former spouse as a consequence of the superannuation splitting and benefit payment provisions under family law (see 'Superannuation and family law' on page 52 for further information).

## CONDITIONS OF RELEASE FOR SUPERANNUATION BENEFITS

EVENT	PRESERVED BENEFITS	RESTRICTED NON-PRESERVED BENEFITS
Reaching age 65	●	●
Retiring <sup>1</sup> having reached your preservation age <sup>2</sup>	●	●
Leaving employment after age 60	●	●
Ceasing employment without satisfying any of the above conditions <sup>3</sup>		●
Starting a 'transition to retirement' pension after reaching your preservation age <sup>2</sup>	● <sup>5</sup>	● <sup>5</sup>
Permanent incapacity <sup>3</sup>	●	●
Temporary incapacity (for release of insurance benefits only) <sup>3</sup>	● <sup>5</sup>	● <sup>5</sup>
Diagnosed with a terminal medical condition likely to result in your death within 24 months <sup>3,4</sup>	●	●
Severe financial hardship <sup>3</sup>	●	●
Compassionate grounds <sup>3</sup>	●	●
Death <sup>6</sup>	●	●
Departing Australia superannuation payment (DASP) <sup>3,7</sup>	●	●
Previously classified as a lost member <sup>8</sup> and total benefit in the Fund is less than \$200	●	●
Release authority given for payment of excess contributions tax <sup>9</sup>	●	●

- 1 Under superannuation law, this means an arrangement under which you were gainfully employed has ceased and you don't intend to become gainfully employed for 10 hours or more each week again.
- 2 Preservation age is determined by your date of birth, as shown in the following table.
- 3 There are additional requirements you'll need to satisfy before a payment can be made.
- 4 Even if you satisfy the 'terminal medical condition' condition of release under superannuation law, you will also need to satisfy any relevant conditions under the insurance policy (eg a shorter life expectancy period) before any insured death benefit, if applicable, is paid.

5 Your benefit can only be taken as an income stream.

6 See 'Estate planning' on page 50 for more information.

7 Applies to temporary residents (excluding Australian citizens, New Zealand citizens or permanent residents) who have left Australia and their visa has ceased to be in effect. Temporary residents generally cannot commence any form of pension.

8 See 'Lost members' on page 43 for details.

9 See 'Tax' on page 46 for more information.

## PRESERVATION AGE

DATE OF BIRTH	PRESERVATION AGE
Before 1 July 1960	55
1 July 1960 to 30 June 1961	56
1 July 1961 to 30 June 1962	57
1 July 1962 to 30 June 1963	58
1 July 1963 to 30 June 1964	59
After 30 June 1964	60

## INVESTING IN THE PENSION WRAP

### ELIGIBILITY FOR A PENSION ACCOUNT

You're generally eligible to start receiving a pension if you have an 'unrestricted non-preserved' benefit. This will generally be when you've met a 'condition of release' under superannuation law, as shown in the 'Conditions of release for superannuation benefits' table on this page.

### INCOME STREAM TOTAL ACCOUNT BALANCE LIMIT

A transfer balance cap of \$1.6 million will apply to the total amount of accumulated superannuation that a member can transfer into the retirement (income stream) phase. Subsequent earnings on balances in the retirement phase will not be capped or restricted. The general transfer balance cap will be indexed in line with the Consumer Price Index (CPI) in \$100,000 increments.

Where a member accumulates amounts in excess of \$1.6 million in their superannuation account, they will be able to maintain the excess amount in their superannuation accumulation account where earnings will continue to be taxed at the concessional rate of 15%.

Transition to retirement (TTR) pensions do not count towards your transfer balance cap since these amounts are not considered to be in the retirement phase and, therefore, earnings on assets supporting TTR pensions are taxed at the same rate as the concessional tax rate applying to fund earnings on superannuation accumulation accounts (see 'Transition to retirement pensions' on page 18 for further information). Structured settlements are also not included in the transfer balance cap.

Members who breach the transfer balance cap will be subject to penalty arrangements and the Australian Taxation Office (ATO) can issue a commutation authority to the Fund which requires us to transfer the amount determined by the ATO (the reduction amount) back into a superannuation accumulation account.

## ACCOUNT BASED PENSIONS

The main characteristics of ABPs are summarised in the following table.

### MAIN CHARACTERISTICS OF ACCOUNT BASED PENSIONS

FEATURE	CHARACTERISTICS
Term of the pension	There is no fixed term – the pension finishes when your account balance is exhausted.
Minimum annual pension payment	Your annual pension amount must be at least the minimum determined by multiplying your account balance by the percentage based on your age (see the ‘Minimum pension limits’ table on this page for details), calculated at commencement and each 1 July.  Pension payments are required at least annually, except in the first financial year if your pension commences after 1 June.
Maximum annual pension payment	There is no maximum annual pension amount, except where your ABP has commenced as a TTR pension (see ‘Transition to retirement pensions’ for details).
Investment earnings	Investment earnings on assets supporting your ABP are generally not subject to tax, except for TTR pensions (see page 47 for details).
Access to benefits	Unless your ABP has commenced as a TTR pension, you can withdraw as a lump sum at any time: <ul style="list-style-type: none"> <li>part of your remaining benefit, provided you have left at least the balance of the remaining minimum pension amount for that financial year</li> <li>all of your remaining benefit, provided you have received at least the minimum pension payment for the financial year at the time of withdrawal.</li> </ul>

An ABP will only continue to be paid until the balance of your account is exhausted. You should be aware that the balance of your account may not be sufficient to provide a pension for the rest of your life.

### TRANSITION TO RETIREMENT PENSIONS

If you have reached your preservation age (see the ‘Preservation age’ table) but have not ceased employment, you may commence a TTR pension (also known as a pre-retirement pension).

A TTR pension allows you early access to your super money without retiring. A TTR pension provides you with additional income flexibility where, for example, you wish to remain in the workforce but may choose to reduce your hours of work as you approach retirement. It may also provide an opportunity for you to boost your retirement savings by salary sacrificing into superannuation. You should speak to your financial adviser about how a TTR pension can be used to supplement your pre-retirement income and whether it is appropriate for you.

If you commence your pension as a TTR pension:

- you cannot add any future superannuation guarantee or other contributions to your TTR pension account
- you are limited to a maximum pension amount of 10% of your account balance each year (this amount is not pro rata if you commence your TTR pension after 1 July)
- you can stop (or commute) your pension and return your benefit to a superannuation accumulation account (eg if you return to work full time)
- you cannot otherwise access your benefit without satisfying another condition of release under superannuation law (see the ‘Conditions of release for superannuation benefits’ table for details).

### STANDARD ACCOUNT BASED PENSION FEATURES TO APPLY FROM AGE 65

Earnings on assets supporting TTR pensions will be taxed at the maximum rate of 15%.

The standard features of an account based pension will be applied to your TTR pension from the time you turn 65, or earlier if you meet another condition of release (and notify us). From this time, the income and capital gains earned within your pension will not be subject to tax. Your pension payments will continue to be received tax free.

Once this change occurs, we are required to report the value to the ATO. The ATO uses this information to ensure you haven’t transferred more than your transfer balance cap into a tax-free retirement income stream. The general transfer balance cap for the 2018/2019 and 2019/2020 financial years is \$1.6 million.

Whilst you will still be required to take the minimum age-based pension amount each year, you will no longer be limited to the maximum pension amount of 10% of your account balance each year that had applied to your TTR pension.

### MINIMUM PENSION AMOUNT

We will calculate the minimum annual payment amount (rounded to the nearest \$10) as at the date of commencing your pension and recalculate it as at 1 July each financial year, based on your age and pension account balance at the time of calculation.

The table below shows the minimum limits (or payment factors) that apply to an ABP.

### MINIMUM PENSION LIMITS

AGE RANGE	PERCENTAGE OF ACCOUNT BALANCE
Under 65	4%
65-74	5%
75-79	6%
80-84	7%
85-89	9%
90-94	11%
95+	14%

The following example shows how the minimum annual payment amount is calculated in the normal course.

#### EXAMPLE

An ABP for \$300,000 commences on 1 July.  
The member is aged 60 at the time of commencement.

The minimum pension payment for the financial year ending the following 30 June is calculated as:

$$\$300,000 \times 4\% = \$12,000$$

Therefore, the member would be able to nominate an annual pension amount between \$12,000 and their total account balance of \$300,000. If the ABP was commenced as a TTR pension, then the maximum pension amount for that year would instead be limited to \$30,000 (that is \$300,000 x 10%).

If you commence your pension before 1 June in a financial year, your annualised minimum pension payment in the first year will be a pro rata amount based on the number of days in the financial year from the commencement date to the next 30 June. We will advise you if your chosen pension amount is below this limit.

#### EXAMPLE

An ABP for \$300,000 commences on 15 September.  
The member is aged 60 at the time of commencement.

The pro rata minimum pension payment for the financial year ending the following 30 June is calculated as:

$$\$300,000 \times 4\% \times 288^1 \div 365 = \$9,470^2$$

- 1 This is the number of days remaining in the financial year.
- 2 The result (\$9,468.49) has been rounded to the nearest \$10.

If you start your pension on or after 1 June in a financial year, you are not required to take a pension payment in that financial year.

You can change the amount of your annual pension at any time (subject to the relevant limits) by notifying us. We have the right to restrict withdrawals and changes to your pension amounts.

You cannot add to your pension account once your pension payments have commenced. If you have accrued any additional superannuation benefits (eg from ongoing contributions), which you would also like to take as a pension, you can either:

- open a new account to receive a separate pension or
- use our pension refresh facility to commute your existing pension and start a new one after adding other accrued superannuation benefits (see 'Pension refresh facility' on this page for further information).

## PENSION REFRESH FACILITY

The pension refresh facility provides an easy way for you to consolidate your existing pension account balance with any additional accrued superannuation benefits at any time after you have commenced your pension. This may be particularly useful, for example, if you continue working and receiving superannuation contributions after you have commenced receiving a pension, as it does away with the need for multiple pension accounts if you also want to take those additional superannuation benefits as a pension.

The pension refresh facility works as follows:

- your existing pension account balance is commuted into a new or existing accumulation account and combined with any additional superannuation benefits that you've accrued in or transferred into your accumulation account
- some or all of your then combined accumulation account balance is transferred back into your pension account to commence a new pension
- when re-establishing your pension account, you can also provide us with updated instructions on:
  - the pension amount
  - the pension payment frequency, payment date, annual increase and bank account
  - any beneficiary (including reversionary) nomination.
- if you don't provide updated instructions for your new pension, the same details that applied to your previous pension will apply to your new pension (unless a new minimum payment amount is required under the law).

Please refer to the form available at our website or by contacting us for more information to take advantage of this feature.

You should seek financial advice before using the pension refresh facility as there are likely to be associated financial, taxation and social security implications from moving your benefits between accumulation and pension arrangements.

# UNDERSTANDING RISK

## INVESTMENT RISKS

All investments carry risk. The value of your investments may fall for a number of reasons, which means that you may receive back less than your original investment when you withdraw or you may not receive income over a given timeframe. Before making an investment decision, it's important to understand the risks that can affect the value of your investments. While it's not possible to identify every risk relevant to investing, we have detailed in the following table significant risks that may affect your investments. Different strategies may carry different levels of risk, depending on the assets that make up the strategy, and assets with the highest long-term returns may also carry the highest level of short-term risk due to their generally larger fluctuations in returns.

The risk information contained in this PDS is of a general nature only. You should also obtain from your adviser any relevant disclosure documents detailing specific information about the risks associated with any particular investments that you may be considering.

Before making an investment decision, it's important to understand the risks that can affect the value of your investment. The level of risk for each person will vary depending on age, investment timeframes, other investments and risk tolerance.

Your financial adviser can assist you in determining which investments are suited to your financial needs.

## SIGNIFICANT RISKS

TYPE OF RISK	DESCRIPTION OF RISK
Market and economic risk	Certain events may have a negative effect on the price of all types of investments within a particular market. These events may include changes in economic, social, technological or political conditions, as well as market sentiment.
Asset risk	A particular asset may fall in value, which can result in a reduction in the value of your investment.
Currency risk	For investments in international assets, which have currency exposure, there is potential for adverse movements in exchange rates to reduce their Australian dollar value. For example, if the Australian dollar rises, the value of international investments expressed in Australian dollars can fall.
Interest rate risk	Changes in interest rates may have a negative impact, either directly or indirectly, on investment returns.
Credit risk	The issuer or party to a transaction may not repay the principal, make interest payments or fulfil other financial obligations in full and/or on time. The market value of an investment can also fall significantly when the perceived risk of a fixed income security increases or its credit rating declines.
Liquidity risk	The absence of an established market or shortage of buyers for an investment can result in a loss if the holder of the investment needs to sell it within a particular timeframe. A shortage of liquidity can also result in delays in the payment of withdrawals. For term deposits, liquidity risk is the risk of not being able to access your investment in a term deposit prior to its maturity date and/or without penalty.
Derivatives risk	Derivative values can fluctuate significantly and in certain circumstances a derivative can be more volatile than the underlying asset or index. The value of a derivative contract may fall as a result of an adverse movement in the underlying asset or index. Losses can be magnified where a greater exposure is created through the derivative position than is backed by the assets of a fund. Derivatives may also be subject to liquidity risk and/or counterparty risk. Depending on market conditions derivative positions can be costly or difficult to reverse. A counterparty may also be required to take collateral from a fund's assets to support a derivatives contract. Therefore, there is a risk that if the counterparty becomes insolvent, the fund's assets may not be returned in full.
Counterparty risk	A loss may occur if the other party to a contract defaults on their obligations under the contract.
Legal and regulatory risk	Changes in legislation and differences between rules (including interpretation of the law) in domestic and foreign markets, including those dealing with superannuation, taxation, accounting and investments, may adversely impact your investment.
Portfolio concentration risk	Investing in a smaller number of investments may lead to more volatile returns than investing in a more diversified portfolio.
Investment strategy risks	The particular investments you and your adviser choose to implement your investment strategy may involve specific risks, such as gearing risk and short-position risk. You should also refer to the relevant disclosure document for each of your chosen investments for details about any specific investment risks.
Managed investment risks	The following risks are inherent with investing in any managed investment: <ul style="list-style-type: none"> <li>the investment professionals employed by an investment manager may change, which may affect the future performance of a managed investment</li> <li>investing in a managed investment may have a different tax outcome than investing in assets directly because of the application of tax laws to the fund and the impact of investments and withdrawals by other investors</li> <li>transactions may be suspended, which may result in delays in paying withdrawal requests</li> <li>the managed investment may be terminated.</li> </ul>

## **NON-INVESTMENT RISKS**

### **TECHNOLOGY RISK**

As with any service that uses technology, there is some risk that key systems hardware and software may fail, causing a delay in the processing and reporting on your account. We have sought to manage this risk through establishing formal contracts with the administrator which includes monitoring of key service levels spanning manual and automated processes, implementing incident reporting processes and business continuity plans. Our framework also includes independent assurances provided over the administrator's systems and control procedures.

### **RELIANCE ON INFORMATION FROM THIRD PARTIES**

There is also risk associated with reliance on information provided by product issuers and other external service providers. These risks are managed by having formal service agreements in place with third parties. If they notify us of any errors, they are corrected promptly and if the changes are material, they are communicated to you and/or your adviser.

# FEES AND OTHER COSTS

## DID YOU KNOW?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns.

For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30-year period (for example, reduce it from \$100,000 to \$80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You or your employer, as applicable, may be able to negotiate to pay lower fees. Ask us or your financial adviser.

## TO FIND OUT MORE

If you would like to find out more or see the impact of fees based on your own circumstances, the **Australian Securities and Investments Commission (ASIC)** website [www.moneysmart.gov.au](http://www.moneysmart.gov.au) has a superannuation fee calculator to help you check out different fee options.

## FEES AND OTHER COSTS

This document shows fees and other costs that you may be charged for the service. These fees and costs may be deducted from your Perpetual Cash Account, from the returns on your investment or from the Fund's assets as a whole.

Other fees, such as activity fees, advice fees for personal advice and insurance fees, may also be charged, but these will depend on the nature of the activity, advice or insurance chosen by you.

Tax information is set out on page 46. Unless otherwise stated, all fees and other costs disclosed in this PDS are inclusive of the net effect of goods and services tax (GST).

Except where noted, fees will be debited from your Perpetual Cash Account, generally in the first week of the month after the fees were accrued or upon closure of your account. If you have insufficient available cash in your Perpetual Cash Account, we reserve the right to sell down your holdings to replenish your Perpetual Cash Account to the required minimum and deduct outstanding fees.

The total fees and costs you pay will include:

- the fees and costs we charge for this service, together with any relevant transaction and portfolio costs incurred on your behalf, as detailed in this document and
- additional fees and costs charged by product issuers for any accessible financial products (eg managed investments) you choose to hold under this service, as set out in the product disclosure statement or other relevant offer documents issued by those product issuers, which your adviser will provide or you can obtain free of charge from us on request.

You should read all information about fees and costs in both this PDS and the relevant offer documents for any accessible financial products because it's important to understand their total impact on your investment.

## FEES AND OTHER COSTS

### PERPETUAL PRIVATE SUPER WRAP AND PENSION WRAP

TYPE OF FEE <sup>1</sup>	AMOUNT	HOW AND WHEN PAID								
Investment fee	Nil. <sup>2</sup>	Not applicable. <sup>2</sup>								
<b>Administration fees</b>										
Trustee fee for trustee services to the Fund	0.10% pa.	Calculated on the total daily closing balance of your account, including your Perpetual Cash Account, and payable monthly by deduction from your Perpetual Cash Account.								
Administration fee for custody of assets and administration of your account	<table border="1"> <thead> <tr> <th>Total account balance</th> <th>Fee amount</th> </tr> </thead> <tbody> <tr> <td>First \$500,000</td> <td>0.65% pa</td> </tr> <tr> <td>Next \$500,000</td> <td>0.45% pa</td> </tr> <tr> <td>Amount over \$1,000,000</td> <td>0.25% pa</td> </tr> </tbody> </table>	Total account balance	Fee amount	First \$500,000	0.65% pa	Next \$500,000	0.45% pa	Amount over \$1,000,000	0.25% pa	Calculated on the total daily closing balance of your account, including your Perpetual Cash Account, and payable monthly by deduction from your Perpetual Cash Account.
Total account balance	Fee amount									
First \$500,000	0.65% pa									
Next \$500,000	0.45% pa									
Amount over \$1,000,000	0.25% pa									



## FEES AND OTHER COSTS (CONTINUED)

PERPETUAL PRIVATE SUPER WRAP AND PENSION WRAP		
TYPE OF FEE <sup>1</sup>	AMOUNT	HOW AND WHEN PAID
Buy/sell spread	Nil. <sup>3</sup>	Not applicable. <sup>3</sup>
Switching fee	Nil.	Not applicable.
Exit fee	Nil.	Not applicable.
Advice fees relating to all members investing in this product	Nil.	Not applicable.
Other fees and costs <sup>4</sup>	<b>Adviser fees</b>	
	<b>Financial planning fee and/or strategic advice fee</b> for your financial plan(s) and/or strategic advice – as agreed between you and your financial adviser. <sup>5</sup>	These are dollar based fees payable from your Perpetual Cash Account at the time agreed with your financial adviser.
	<b>Adviser service fee</b> for ongoing service and advice on your investments <b>or Service fee</b> for ongoing service on your investments – as agreed between you and your financial adviser. <sup>5</sup>	<b>Ongoing fee:</b> A percentage or dollar based fee payable monthly from your Perpetual Cash Account. If percentage based, it will be calculated on the daily closing balance of your entire account, including your Perpetual Cash Account. <b>Ad hoc fee:</b> A dollar based fee payable from your Perpetual Cash Account, as agreed between you and your financial adviser.
	<b>Placement fee</b> to facilitate placement of your investments – as agreed between you and your financial adviser. <sup>5</sup>	This is a dollar based fee payable from your Perpetual Cash Account at the time agreed with your financial adviser.
	<b>Activity fees</b>	
	<b>Trading fee</b> for buying and selling ASX listed securities – Up to 0.33% of the value of the trade. <sup>6</sup>	This fee is payable at the time of each transaction and is either added to the cost of buying or deducted from the proceeds of selling the securities, as applicable.
	<b>Insurance premiums</b> (if any) for insurance cover through the Super Wrap – refer to the insurer’s PDS for details.	Any insurance premiums payable to the insurer will be deducted from your Perpetual Cash Account monthly or annually in advance in line with the cover anniversary. If the date shown falls on a weekend or public holiday, the premium will be deducted on the next business day following the due date.
	<b>Other costs</b>	
	<b>Perpetual Cash Account balance<sup>7</sup>:</b> Up to 1.50% pa	Total Perpetual Cash Account balances are invested via the custodian in bank or other interest-bearing deposits with MBL. A net margin of up to 1.5% pa is paid by MBL to PTCO, being the difference between the interest received on those deposits and the rate of return published by PTCO for payment on Perpetual Cash Account balances.
Indirect cost ratio	Nil.	Any reimbursable expenses, as and when applicable, will be apportioned to all members and deducted from each member’s Perpetual Cash Account on a pro rata basis.

1 Defined fees for superannuation products, which form part of this PDS, can be found on our website at [www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap).

2 The fees and costs we charge:

- relate only to gaining access to the accessible financial products available through the Super Wrap and Pension Wrap
- do not include the fees and costs that may be charged by the issuers of the accessible financial products.

Management and transaction costs may be **payable to product issuers** for any managed investments you may choose from our investment menu. The amounts charged are subject to change at any time at the discretion of the product issuer – refer to the Super Wrap investment menu (updated monthly) for current details. These management costs are **additional to the fees and costs we charge** and apply only if your account includes any managed investments (see ‘Fees and costs payable to product issuers for managed investments’ on page 24 for further information).

3 Buy/sell spreads may be **charged by product issuers** for your transactions on any managed investments you may choose from our investment menu. The amounts charged are subject to change at any time at the discretion of the product issuer – refer to the Super Wrap investment menu (updated monthly) for current details. These buy/sell spreads are **additional to the fees and costs we charge** (see ‘Fees and costs payable to product issuers for managed investments’ on page 24 for further information).

4 Other service fees may also apply (see ‘Incidental fees’ on page 25 for further information).

5 This fee may include an amount payable to an adviser (see ‘Adviser remuneration’ on page 25 for further information).

6 See ‘Fees and costs for trading ASX listed securities’ on page 24 for further information.

7 See ‘Perpetual Cash Account remuneration’ on page 25 for further information.

## **ADDITIONAL EXPLANATION OF FEES AND COSTS**

### **FEES AND COSTS PAYABLE TO PRODUCT ISSUERS FOR MANAGED INVESTMENTS**

Product issuers charge management costs that may include management fees, performance fees and indirect costs.

Transaction costs may also be incurred, including buy/sell spreads applied on unit prices so that individual investors in managed investments more equitably share the costs associated with buying and selling investments.

You should refer to the current product disclosure statement or offer document and any updates issued by the product issuer for details of fees and costs applicable to any managed investment products you may hold in your account, which your adviser will provide or you can obtain free of charge from us on request. By investing in managed investment products through the Super Wrap, you will not receive periodic statements from the product issuer setting out management costs and transaction costs attributable to such underlying investments. However, we will include dollar estimates of these amounts in the fees and costs summary section of our periodic statements issued to you.

### **FEES AND COSTS FOR TRADING ASX LISTED SECURITIES**

#### **ONLINE TRADES THROUGH PLATFORM BROKERS**

When you open your account, a broker from our current approved panel is assigned by UTCCL as the platform broker authorised to purchase and sell ASX listed securities on your account. You authorise your adviser to request these trades on your behalf. Whenever your adviser requests a trade for you, UTCCL will arrange for its execution by your assigned platform broker. UTCCL will charge a trading fee<sup>1</sup> of up to 0.33% of the value of the trade to cover all costs associated with arranging and executing the trade, including UTCCL administration costs and the platform broker's brokerage charges.

1 Neither PSL nor PTCO receives any portion of this fee.

#### **TRADES USING OTHER BROKERS**

If you trade ASX listed securities via an authorised external broker, you and your adviser may be able to negotiate brokerage fees and costs directly with that broker. You should contact these brokers for information on the fees and costs applicable for their service.

### **REBATES FROM PRODUCT ISSUERS**

We may receive payments and rebates from product issuers (where allowed by law) and these amounts will be credited to your Perpetual Cash Account.

### **CONSOLIDATED BALANCES FOR FEE PURPOSES**

If you have grouped portfolios for Super Wrap and/or Pension Wrap accounts or other Perpetual Private Wrap products<sup>2</sup> at the end of each month, the administration and adviser service or service fees will be based on the consolidated balance. In this situation relevant product fees will be calculated individually for each account within the grouped portfolio based on the consolidated balance and then adjusted on a pro rata basis to reflect the proportion of each account balance relative to the consolidated balance. Effectively this means you may receive the benefit of lower scaled fees on account balances in these products.

2 These include Perpetual Private Investment Wrap, Perpetual Small APRA Fund Service, Perpetual Self Managed Super Fund Service and any other qualifying services, as determined by us.

### **GOVERNMENT LEVIES OR CHARGES**

Any government levies or charges, which may be applied to the Fund, may be charged to your Perpetual Cash Account, as appropriate.

## INCIDENTAL FEES

You may incur incidental fees resulting from certain requests or transactions on your account, as shown in the following table. These fees are additional to the fees set out in the 'Fees and other costs' table on pages 22-23.

### INCIDENTAL FEES

INCIDENTAL FEES	AMOUNT PAYABLE
<b>Failed trade fee</b> If you have insufficient available cash in your Perpetual Cash Account to pay for a purchase or if you instruct the trustee to sell assets that are not held in your account.	\$36.00 per day until settlement or cancellation (the ASX may also charge a fee).
<b>Dishonour fee</b> If a direct debit from your nominated Australian financial institution is returned unpaid or your cheque is dishonoured.	Your Perpetual Cash Account will bear any fees associated with the dishonour, when they are charged to us.
<b>Bank cheque fee</b> If you request a withdrawal payment via bank cheque.	\$10.00 per request.
<b>Telegraphic transfer fee</b> If you request a withdrawal payment via telegraphic transfer.	\$30.00 per request.
<b>Distribution redirection fee</b> If you require distributions/dividends to be redirected to you following the closure of your account.	\$50.00 per request.

## TAX

Tax information, including GST, is set out on page 46.

## ADVISER REMUNERATION

All adviser fees (see the 'Fees and other costs' table on pages 22-23) negotiated between you and your financial adviser will be as set out on the application form or subsequent instruction to us. If no amounts are specified, these fees will be nil.

Your adviser will provide you with a financial services guide and, where appropriate, a statement of advice, which will detail their remuneration and other benefits.

### ADVISER SERVICE FEES

There are no maximum adviser service fees, however, we are able to reject the amount of adviser service fees if we believe they are unreasonable.

The ongoing adviser service fee may be structured in one of three ways:

- **tiered structure**, specifying a percentage to apply at different account values
- **flat percentage structure**, specifying a percentage to apply to the total value of your account or
- **flat dollar structure**, specifying a flat (fixed) dollar amount.

## OTHER BENEFITS

As a result of your investment in the Super Wrap or Pension Wrap, your financial adviser may receive other non-monetary benefits, which are not an additional cost to you.

## PERPETUAL CASH ACCOUNT REMUNERATION

A net margin is paid by MBL to PTCO for services provided by PTCO to support and assist MBL in and facilitating the provision of the Perpetual Cash Account.

## INCREASES OR ALTERATIONS IN THE FEES AND CHARGES

We reserve the right to increase our fees and charges outlined in this PDS, and to introduce charges for other services, without your consent. We will give you at least 30 days' written notice before introducing any new fees or charges or increasing any of our existing fees or charges.

We currently don't charge a fee for administering your account in accordance with the Family Law Act, however this may change in the future.

We may be reimbursed from the Fund for certain expenses incurred in the administration of the Fund. Costs we may recover include litigation expenses and expenses in relation to members' meetings. In the event that such expenses are incurred and are able to be reimbursed, the relevant amount will be apportioned to all members and deducted from each member's Perpetual Cash Account. Any such deductions will appear on member statements.

Incidental fees, such as fees for bank cheques and telegraphic transfers, can change without notice. Current fee details at any time are available from our website.

## **FEES ON LINKED ACCOUNTS**

Where the balance of your account is insufficient to cover any outstanding fees and charges, we may collect the fee from another account in your name that you hold within the Fund.

## **FEES APPLICABLE DURING A MONTH**

The fees set up on your account as at the end of a given month (or as at the day of an account's closure) will be the fees applicable for that month (or part thereof if the account is opened or closed within that month). For example, if you change a fee amount mid-month, the fee collected for that month will be based on the new fee.

Where your account was part of a group for fee purposes and you close your account or leave the group, the benefits of grouping will not apply to this account. The portfolio will incur the fees applicable from the beginning of the month to closure or exiting from the group based on the value of the account on a stand-alone basis with the full amount of the fee due withdrawn from this account.

The remaining accounts within the fee group will not receive any benefit from the closing or leaving account in the application of fees for that month.

## **BROKER HANDLING FEES**

Some corporate actions pay handling fees. In those events, the appointed broker for the purpose of handling the action may retain any applicable handling fees. The appointed broker may pay those fees onto your broker or adviser where entitled and claimed within specified timeframes. These fees are not an additional cost to you.

## EXAMPLES OF ANNUAL FEES AND COSTS FOR A BALANCED INVESTMENT OPTION

These tables give examples of how the fees and costs in a balanced managed investment option in the Super Wrap or Pension Wrap can affect your investment over a 1 year period. Since a minimum account balance is typically around \$400,000 and above, we've provided below fee examples based on account balances of \$400,000 and \$1,000,000 as well as the standard \$50,000 example required by law. You should use these tables to compare these superannuation products with other superannuation products. Investment fees will vary depending on the managed investments you select.

### EXAMPLE OF FEES AND COSTS: ACCOUNT BALANCE OF \$50,000

EXAMPLE - PERPETUAL WHOLESALE BALANCED GROWTH FUND		BALANCE OF \$50,000
Investment fees	1.10% <sup>1</sup>	For every \$50,000 you have in this managed investment held via the Super Wrap or Pension Wrap you will be charged \$550.00 each year
<b>PLUS</b> Administration fees	0.75% (comprising 0.10% trustee fee + 0.65% administration fee)	<b>And</b> , you will be charged \$375.00 in administration fees
<b>PLUS</b> Indirect costs for the Super Wrap and Pension Wrap	Nil	<b>And</b> , indirect costs of \$0.00 will be deducted from your investment
<b>EQUALS</b> Cost of product		If your balance was \$50,000, then for that year you will be charged fees of at least <b>\$925.00*</b> for the Super Wrap or Pension Wrap.

### EXAMPLE OF FEES AND COSTS: ACCOUNT BALANCE OF \$400,000

EXAMPLE - PERPETUAL WHOLESALE BALANCED GROWTH FUND		BALANCE OF \$400,000
Investment fees	1.10% <sup>1</sup>	For every \$400,000 you have in this managed investment held via the Super Wrap or Pension Wrap you will be charged \$4,400.00 each year
<b>PLUS</b> Administration fees	0.75% (comprising 0.10% trustee fee + 0.65% administration fee)	<b>And</b> , you will be charged \$3,000.00 in administration fees
<b>PLUS</b> Indirect costs for the Super Wrap and Pension Wrap	Nil	<b>And</b> , indirect costs of \$0.00 will be deducted from your investment
<b>EQUALS</b> Cost of product		If your balance was \$400,000, then for that year you will be charged fees of at least <b>\$7,400.00*</b> for the Super Wrap or Pension Wrap.

### EXAMPLE OF FEES AND COSTS: ACCOUNT BALANCE OF \$1,000,000

EXAMPLE - PERPETUAL WHOLESALE BALANCED GROWTH FUND		BALANCE OF \$1,000,000
Investment fees	1.10% <sup>1</sup>	For every \$1,000,000 you have in this managed investment held via the Super Wrap or Pension Wrap you will be charged \$11,000.00 each year
<b>PLUS</b> Administration fees	0.65% (comprising 0.10% trustee fee + 0.55% weighted administration fee)	<b>And</b> , you will be charged \$6,500.00 in administration fees
<b>PLUS</b> Indirect costs for the Super Wrap and Pension Wrap	Nil	<b>And</b> , indirect costs of \$0.00 will be deducted from your investment
<b>EQUALS</b> Cost of product		If your balance was \$1,000,000, then for that year you will be charged fees of at least <b>\$17,500*</b> for the Super Wrap or Pension Wrap.

1 We do not charge investment fees for the Super Wrap or Pension Wrap. This percentage represents the current total estimated management cost as at the date of this PDS charged by the product issuer (Perpetual Investment Management Limited ABN 18 000 866 535 AFSL 234426) for Perpetual Wholesale Balanced Growth Fund, being a typical balanced managed investment. The example therefore shows the total cost of the Super Wrap or Pension Wrap assuming this managed investment is the only accessible financial product held in your account. For every \$50,000 of your account balance in this accessible financial product, underlying investment fees would be \$550. You should refer to the investment fees for your chosen investment options detailed in the investment menu, which forms part of this PDS (see 'Incorporation by reference' on page 45 for further information).

\* Additional fees may apply. **And:**

- if you leave the Super Wrap or Pension Wrap, you will incur a **buy/sell spread** in the Perpetual Wholesale Balanced Growth Fund which also applies whenever you make a contribution, exit, rollover or investment switch. The **buy/sell spread** for exiting the Perpetual Wholesale Balanced Growth Fund as at the date of this PDS is **0.34%** (this will be equal to **\$170** for every \$50,000 you withdraw)
- a net interest rate margin paid by MBL to PTCo of up to 1.50% pa will apply to the **Perpetual Cash Account**
- you may be charged an **adviser service fee** and/or a **placement fee**, as agreed between you and your financial adviser
- a **trading fee** generally will be payable when buying and selling ASX listed securities
- if you have selected insurance in the Super Wrap, **insurance premiums** will apply
- you may incur **incidental fees** resulting from certain requests or transactions on your account.

# OPERATING YOUR ACCOUNT

## YOUR FIRST INVESTMENT

To open your account, you are required to complete and sign the application form.

Your first investment may comprise either a single or several payments. The following table shows the methods by which contributions and rollovers (except in-specie transfers) can be made.

METHOD	CONTRIBUTION TYPE			ROLLOVER
	PERSONAL	EMPLOYER	SPOUSE	
BPAY	•		•	
Direct debit	•		•	
Direct deposit	•		•	
Super-Stream		•		•
Cheque	•		•	

## CONTRIBUTIONS

To make or receive contributions into your superannuation account, you must meet certain conditions. The contribution acceptance rules are outlined in the 'Understanding superannuation' section.

All contributions, excluding those made by the transfer of existing assets will be credited to your Perpetual Cash Account. You can make additional contributions to your account via one or more of the following methods.

### BPAY (SUPER WRAP ONLY)

Select the BPAY option from your internet or telephone banking service and follow the instructions to enter the appropriate biller code based on the type of contribution being made, your **customer reference number** and your contribution amount.

Your customer reference number can be found on your member statement, your 'Account Details' report on Client Portal or is available from your adviser. Your reference number is not your account number.

### SUPER WRAP BPAY BILLER CODES

CONTRIBUTION TYPE	BPAY BILLER CODE
Personal	667345
Spouse	667337

Contributions made via BPAY will generally be credited to your Perpetual Cash Account on the second business day following the payment. If you are making a personal contribution that you intend to claim as a tax deduction, please refer to the 'Claiming tax deductions for your personal contributions' section. Using an incorrect reference number or biller code may result in delays in processing.

## DIRECT DEBIT (SUPER WRAP ONLY)

You can make regular personal contributions by completing the 'Direct debit request' form available on Client Portal or from your adviser. We will debit an amount selected by you (a minimum of \$250 per debit) from the bank or building society nominated on the form at the chosen frequency.

Where the account debited is not in your name, we may require additional documentation to identify that account in relation to you.

You must notify us if you cease to be eligible to make contributions.

Your contributions will be deducted on or shortly after the 8th day of the relevant month(s) and credited to your Perpetual Cash Account generally on the second business day following the deduction. You can choose to have contributions made via direct debit either:

- monthly
- quarterly in March, June, September and December
- half-yearly in June and December or
- annually in June.

## CANCELLING A DIRECT DEBIT

You can cancel your direct debit at any time. Please give us 14 days' notice in writing and notify us before the 24th day of the month to make the cancellation of your direct debit effective in the following month. Your direct debit will automatically cease if:

- your account is closed
- you do not make at least one direct debit contribution in every 12 month period
- three direct debits are rejected in a 12 month period or
- you have reached age 65 and have not met the work test for applicable personal contributions or you have otherwise become ineligible to contribute.

We reserve the right to modify or cancel the direct debit at any time, for example, where you have had three or more dishonoured payments. Where your direct debit is to be modified or cancelled while your account is still open, we will first give you 14 days' notice in writing or contact your adviser.

## DIRECT DEPOSIT (ELECTRONIC FUNDS TRANSFER) (SUPER WRAP ONLY)

You can arrange to make one-off transfers from an Australian bank or building society account into your Perpetual Cash Account. This differs from direct debits because you are crediting funds from an external account, as opposed to us withdrawing from it. Direct deposits will generally be credited within two business days of the transfer.

You are only able to elect either personal, or spouse contributions for your direct deposit facility. If you are making a personal contribution that you intend to claim as a tax deduction, please refer to the 'Claiming tax deductions for your personal contributions' section.

## ELECTRONIC PROCESSING OF ROLLOVERS AND EMPLOYER CONTRIBUTIONS (SUPERSTREAM)

The Fund meets the data and e-commerce standard required to process rollovers and employer contributions electronically via SuperStream using the appropriate Unique Superannuation Identifier (USI), as shown in the following table.

### SUPERSTREAM DETAILS

PRODUCT	USI	TRANSACTIONS
Perpetual Private Super Wrap	22897174641174	Contributions and rollovers
Perpetual Private Pension Wrap	22897174641175	Rollovers only

When accepting employer contributions, this means that information about your contributions will pass electronically from your employer to us.

## CHEQUE

Any cheques for personal or spouse contributions should be made payable to 'PSL – Private Super Wrap (full account name)'.

Cheques should be accompanied by either a new application or an 'Additional investment' form and be sent to us.

Cheque contributions will be treated and recorded by us according to the contribution type you nominate on your advice to us (see the 'Understanding superannuation' section). If you do not specify the contribution type, processing of your contribution may be delayed and there may be taxation consequences. If the contribution is a personal contribution that you intend to claim as a tax deduction, you must indicate the amount you would like to claim using a deduction notice in an Australian Taxation Office (ATO) approved format.

If you do not send us a completed deduction notice within the required time frames, your contribution will be treated as a personal non-concessional contribution. For more information, please refer to 'Claiming tax deductions for your personal contributions'.

Cheques take approximately three business days to clear and must be cleared before your selected investments can be purchased.

## IN-SPECIE CONTRIBUTIONS

You may transfer approved ASX listed securities and managed investments available on the investment menu that you already own into your account. This is referred to as an in-specie contribution.

This is generally a capital gains tax event and may result in capital gains tax consequences since the assets must be transferred in at current market value. We recommend that you seek professional tax advice that will consider your individual circumstances.

To make an in-specie contribution, you will need to complete a standard transfer form and the Fund will need to pay stamp duty in certain circumstances. There must be sufficient cash contributed to meet the minimum cash balance and fees, taxes and other costs, including any stamp duty payable.

We are unable to accept contributions by way of a transfer of term deposits into your account.

## CLAIMING TAX DEDUCTIONS FOR YOUR PERSONAL CONTRIBUTIONS

If you intend to claim a deduction for some or all of your personal contributions, you are required to notify us in an ATO approved format. You can do this by completing either a new application form (for initial contributions), the 'Additional Investment' form (for an additional contribution via cheque) or a 'Deduction notice for personal contributions' form (for personal contributions made by other means). Once you have submitted a completed notice and subject to us being able to accept your notice under tax law, the applicable contributions tax will be deducted from your account and we will send you an acknowledgement of your notice.

All personal contributions made by direct debit, direct deposit and BPAY, will be processed initially as non-concessional contributions until you submit a completed deduction notice.

To claim a tax deduction, you must submit a deduction notice before:

- you lodge your income tax return (for the year in which the contribution was made) and
- the end of the financial year following that in which the contribution was made.

In addition, a deduction notice for personal contributions will be invalid and will not be able to be accepted by us if:

- all or part of the contribution has been covered by an earlier notice
- at the time you submit the notice, you have ceased to be a member of the Fund
- at the time you submit the notice, we no longer hold the contributions (including where you have withdrawn or rolled over from your account after making the contributions)

- at the time you submit the notice, you have commenced a pension based in whole or part on the contributions (including where you have partially transferred your account balance to a pension account after making the contributions) or
- you have applied to split the contributions with your spouse (and we have accepted your application).

You may vary an earlier notice in certain circumstances but only so as to reduce the amount you intend to claim as a tax deduction (including to nil). In order to vary an earlier notice, you must also notify us in an ATO approved format (which you can do by using the 'Deduction notice for personal contributions' form). It is important to note that a variation must generally be lodged within the same time frames as a deduction notice itself and we will be unable to accept a variation to an earlier notice in any of the above circumstances.

You must have sufficient available cash to allow us to deduct the applicable tax.

We suggest that you obtain professional tax advice if you are considering claiming a deduction for your contributions. Further details about the tax treatment of personal deductible contributions are available in the 'Tax' section.

## DISHONoured INVESTMENTS

If a direct debit or a cheque is dishonoured, you authorise us to:

- pass on to you any fees associated with the dishonour. These will be deducted from your Perpetual Cash Account and
- correct your account details to reflect the amount of the contribution that was dishonoured.

## ROLLOVERS

If you are rolling over your existing superannuation investments, you should also complete the 'Rollover authority' form.

Your existing superannuation fund may require additional documentation. Please contact them for these requirements and include any necessary paperwork with the 'Rollover authority' form.

## IN-SPECIE ROLLOVERS

You may transfer approved ASX listed securities and managed investments available on the investment menu into your account. This is referred to as an in-specie rollover. Refer to the 'In-specie contributions' section for further details. A 'Rollover authority' form is not required when rolling in managed investments or listed securities.

## INVESTMENTS INTO A PENSION ACCOUNT

### YOUR PENSION APPLICATION

You must include details of all amounts with which you wish to commence your pension on your pension application form. This includes:

- amounts you may wish to transfer from an existing account within the Fund
- any new contributions and
- any amounts you wish to rollover from other superannuation funds.

These amounts will form the capital to support your pension.<sup>1</sup> Any amounts that are not identified in your application cannot be applied to commence your pension. If you wish to commence a pension based in whole or in part on a new contribution, we will open a new Super Wrap account to accept the contribution (and deduct contributions tax where applicable). This account will be operated only for the purpose of receiving super contributions, transfers and rollovers used as capital to commence your Pension Wrap account. Once all amounts have been received and transferred to your Pension Wrap account, this Super Wrap account will be closed. You will not be able to access any benefit directly from the new Super Wrap account.

If you plan to commence a pension based in whole or part on personal contributions that you intend to claim as a tax deduction, you must ensure that you have submitted a deduction notice for these contributions before (or at the time of) applying to commence a pension. After this time, a deduction notice for these contributions will not be accepted or varied under any circumstances.

<sup>1</sup> If you wish to commence a pension based in whole or part on a rollover that includes an untaxed element, tax will be deducted on this element upon receipt of it by us at the rate of 15 per cent so that the amount included in the capital to support your pension will be net of tax.

### ESTABLISHING YOUR PENSION

We will establish your Pension Wrap account as soon as practicable after we have accepted your application.

If your pension will be wholly or partially based on roll over amounts, it is important that you arrange for the payment of them to us as soon as possible as they will be included in the capital applied to support your pension.<sup>2</sup>

Pension payments will generally not commence until all contributions and rollovers identified on your application form have been received by us. However, if we have not received all of those amounts in sufficient time for us to make the first financial year's required payment (generally on or before 15th June in the financial year), we will calculate your pension based on the amounts we have received up to that time and commence making your pension payments.<sup>3</sup> The capital supporting your pension will then only include the amounts received by us and no further contributions or rollover amounts can be added to it unless you use the pension update functionality (see page 31 for details).



Under the Trust Deed, we have the power (as trustee) to commute your pension and apply the commuted amount to a new pension for you from the Fund. We would only do so if we considered it necessary for administrative, regulatory or tax purposes and, in any event, we would notify you before we did so.

- 2 If you wish to commence a pension based in whole or part on a rollover that includes an untaxed element, tax will be deducted on this element upon receipt of it by us at the rate of 15 per cent so that the amount included in the capital to support your pension will be net of tax.
- 3 If we receive your first application amount in June, you are not required to receive a pension payment in that financial year.

### **PENSION UPDATE FUNCTIONALITY**

You are able to commute an existing pension and combine the proceeds with additional superannuation monies to commence a new pension within your existing Pension Wrap account (see 'Pension refresh facility' on page 19 for further information). Your account number, personal details and transaction history will be retained.

This can be requested using the 'Pension update request' form, available from your adviser.

### **APPLICATION MONEY HELD IN TRUST**

We will only open your account once you have satisfied our application requirements including the identification requirements set down in the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF laws) and/or our internal policies and procedures.

If our application requirements have not been met, we can hold your application money for a period not usually exceeding 30 days. During that time, you will not be issued with an interest in the Fund and your application money will not be earning interest for you.

If, by the end of that time, our application requirements remain incomplete, we will return your application money to you (or to the fund from which it was received in the case of transfers/rollovers).

# TRANSACTING

## YOUR INVESTMENT INSTRUCTIONS

You provide investment instructions (to buy, sell or switch investments) through your nominated adviser. If you cannot contact your adviser, you must give us written and signed instructions, provided that you have received the relevant PDS and other disclosure documents for these investments. These instructions can be posted or emailed to us, subject to the requirements in the 'Electronic instruction service' section.

Instructions will be acted on and effected as soon as practicable but there is no obligation to do so by any particular time, nor any obligation to enquire whether they are genuine or proper. In certain circumstances your assets can be realised without obtaining your instructions, with the proceeds paid to your Perpetual Cash Account. For example, if your managed investment holding has dropped below the minimum requirement. You are responsible for any associated fees.

We will act on all instructions from your adviser or directly from you except in limited circumstances, including if:

- we suspect that you or your adviser are in breach of the terms of this PDS, including breaching trustee investment diversification limits
- the authenticity of the instruction is in doubt
- your instructions are unclear
- following the instructions is contrary to the law or relevant policy
- you do not have sufficient available cash in your Perpetual Cash Account to carry out the instruction
- either your account and/or Perpetual Cash Account balance would fall below the minimum balance if the instructions were carried out
- you do not have sufficient investment holdings for us to carry out the instruction
- acting on them would be impracticable or would breach relevant market practice
- there are other reasons beyond our control (eg corporate actions in progress).

## PERPETUAL CASH ACCOUNT

Your Perpetual Cash Account will be used to:

- credit all cash contributions and rollovers
- fund the purchase of investments
- receive the proceeds from the sale of investments
- receive income from investments
- receive a benefit from your insurance policy (if applicable)
- hold all surplus cash in relation to your portfolio
- pay any fees, taxes and charges related to your account.

By applying to become a member of the Super Wrap, you irrevocably authorise and direct us to give effect to Perpetual Cash Account transactions that result from you being a member of the Super Wrap and/or your investment instructions. You do not need to give us specific instructions or directions in relation to the Perpetual Cash Account.

You also authorise and direct us to debit your Perpetual Cash Account with all fees and taxes relating to your account and to pay fees and charges to the person or entity entitled to them (including us and our associates). We can suspend services to you if they remain unpaid.

## HOLDING SUFFICIENT CASH

Before transacting on your account, you must have sufficient available cash (above the minimum balance) in your Perpetual Cash Account. If you sell assets within your account, the proceeds cannot be used for another transaction or withdrawal until settlement occurs and the proceeds are cleared in your Perpetual Cash Account. If you transact on your account with insufficient available cash, the transaction will be rejected. For listed securities, you may be charged a failed trade fee.

If there is insufficient available cash in your Perpetual Cash Account to meet any minimum pension payments, fees and/or costs, or if the available cash in your Perpetual Cash Account drops below \$1,000, you authorise and direct us to sell down your investment holdings to meet those payments and replenish your Perpetual Cash Account to a balance of at least \$2,500.

In these circumstances, money will be drawn from the following investments, starting with the highest balance, in the following order:

- daily transacting managed investment(s)
- ASX listed securities
- non-daily transacting managed investment(s)
- term deposits.

Transaction costs and break costs may also apply to these transactions. These costs will be deducted from the investment or charged to your Perpetual Cash Account.

## FURTHER INFORMATION

Further information about the Perpetual Cash Account is available on Client Portal or from your adviser.

The current rate of return payable on Perpetual Cash Account balances at any time will be available at [www.perpetual.com.au/wrap](http://www.perpetual.com.au/wrap).

## MANAGED INVESTMENTS

Your adviser will buy, sell or switch managed investments online. Product issuers have different rules relating to when applications and withdrawals will be accepted and processed. Details of these rules and turnaround times can be found in the PDS and other disclosure documents for each managed investment.

## DISCLOSURE DOCUMENTS

You should read the relevant PDS prior to investing in any of the managed investments, noting that not all of the features described in the PDS may be available to Super Wrap or Pension Wrap investors. As the PDS for each investment may be updated or replaced from time to time, your adviser must provide you with the most recent PDS for each managed investment you are considering prior to acting on your investment instructions.

The PDS for each managed investment has been prepared by the relevant underlying product issuer. These documents contain more detailed information about the risks, strategies and objectives, the manager and the administration of the investment. The most recent versions of these documents are available from your adviser or Client Portal.

## APPLICATION

An application is the term used to describe the purchase of units in a managed investment when the investment is being funded from your Perpetual Cash Account.

Payment for your managed investment purchases will be deducted from your Perpetual Cash Account on the day that we apply for units in the managed investments. We will process instructions from your adviser as quickly as possible, depending on the application process of each product issuer.

The unit price that you receive for managed investments is determined by the product issuer. Where transaction requests are placed online by your adviser prior to 12.00 noon on a business day, we will generally send instructions to the product issuer on the same day. Where transaction requests are placed after 12.00 noon, we may send instructions on the same day, however generally these will be sent the following business day. Where managed investments have minimum investment requirements, or the product issuer does not calculate a unit price daily, it may take longer to process your instructions.

## REDEMPTION

The proceeds from a withdrawal of units in a managed investment scheme cannot be used to process a withdrawal from your Perpetual Cash Account until settlement occurs and the money is cleared in your Perpetual Cash Account.

## SWITCHING BETWEEN MANAGED INVESTMENTS

A switch is the term used to describe the redemption of a managed investment (or multiple managed investments) and, instead of the proceeds being directed to your Perpetual Cash Account, the funds are directed straight to another managed investment (or multiple managed investments). Switching between managed investments generally results in a CGT event arising to the Super Wrap (not applicable to Pension Wrap). You should seek your own tax advice as to how this will affect your account.

The minimum amount that can be switched between managed investments is \$1,000. If you give us an instruction to switch (or redeem) an amount that will result in less than \$5,000 remaining invested in a particular managed investment, we may process that instruction as a full redemption from that managed investment.

Where your adviser places an order for a full redemption from one managed investment with the proceeds being switched into more than one managed investment, we may split the redemption order into a partial and then a full redemption in order to complete the application orders. In these circumstances, the full redemption will not be placed on market until the partial redemption has been completed.

Please refer to your adviser for further details.

## SWITCHING PENSION INVESTMENTS (PENSION WRAP ONLY)

Switching between managed investments within your pension account can occur at any time, unless there are insufficient investments in your account to cover the next pension payment. When a switch is requested, your adviser may be required to amend the amount being switched or change the pension payment options.

## MANAGED INVESTMENTS THAT DO NOT TRANSACT DAILY

Some managed investments do not process applications or redemptions on a daily basis. If you instruct us to apply for or redeem a non-daily transacting investment or another illiquid investment, we will process this transaction in accordance with the product issuer's timetable. In some cases this could be three months or more after we receive your instructions and extended delays may be experienced. Please refer to the relevant PDS and other disclosure documents or your adviser for further information.

## ASX LISTED SECURITIES

We will use the available cash in your Perpetual Cash Account to settle any purchases of ASX listed securities. We will withdraw cash to pay for the purchase on the same day, or within one day of being notified by your broker of the trade. You may be charged a failed trade fee if you do not have sufficient available cash in your Perpetual Cash Account to perform a trade.

All online orders placed through the platform to buy or sell ASX listed securities 'at market' may only be partially filled at the prevailing market price at the time the order is placed. Best endeavours will be used to complete partially filled orders. If you would like your order to be fully executed 'at market' in accordance with available price/volumes, your adviser would need to amend your initial 'at market' order. In the event that the whole, or part, of your order is filled prior to its amendment or cancellation, you will be liable to settle the whole or partially filled order.

Trading may be available outside the platform through the Perpetual online share transaction facility or an alternative authorised external broker. If you would like to use the Perpetual online share transaction facility or appoint an alternative authorised external broker, contact your adviser for further information.

For the Perpetual online share transaction facility (if applicable), we'll establish your facility and send you your account details and password once you accept its terms and conditions.

If you wish to choose an alternative authorised external broker, that broker must be nominated on the application form or subsequent notification to us. If you wish to change or nominate a new external broker, you should contact your adviser.

Trading of ASX listed securities may be undertaken in a bulk order covering multiple client transactions.

Completed trades can be viewed on Client Portal and will be shown on your next statement.

## **CORPORATE ACTIONS**

We refer to corporate actions as actions taken by, in respect of or against a security in which you have invested. These may affect the capital structure of the security, or the number or type of securities held on your behalf. These types of actions can be mandatory, such as share reconstructions, or voluntary, such as entitlement offers and share purchase plans.

In some circumstances we will ask you to make a decision regarding your preferred course of action for a corporate action, but in others we, as trustee seeking to act in your best interests and in accordance with our other duties, may make a decision in relation to the corporate action.

If you have online access and you have provided an email address, you can receive notifications of corporate actions by email. You can then make your election via Client Portal.

If you do not wish to participate in online corporate actions, your adviser will provide separate notification. You will need to provide an 'Authority to proceed' to enable your adviser to implement your instruction.

We may refuse to act on your instructions if to do so would result in the Fund acquiring an asset not on the investment menu, is inconsistent with our other trustee duties (for example, if the Fund is not permitted to hold such an asset), or if superannuation law forbids it.

Where it is available, we will endeavour to provide relevant information to your adviser about corporate actions impacting your account either directly or (at our discretion) through the corporate actions calendar, viewable by your adviser on our website. Your adviser must use the corporate actions calendar to check for any corporate action information that may be relevant to your account or require your action.

When a corporate action occurs and we ask you for instructions, we must be given those instructions at least three business days prior to the published closed date of the action (the cut-off date), unless we specify otherwise. If you are required to make an additional payment to participate in a corporate action, there must be sufficient available cash in your Perpetual Cash Account as at 9.00am Sydney time on the nominated cut-off date for your instruction to be accepted as authorised. Where notice is received after the applicable cut-off date, or you have insufficient funds available, you may not be able to participate in the corporate action, and we are not liable to you for any potential loss of opportunity arising in those circumstances.

Generally you will not be able to vote at shareholder meetings or participate in bonus share plans (offered on some securities, enabling security holders to elect to receive fully paid bonus shares instead of cash dividends) on investments held in your account.

The trustee may exercise voting rights in accordance with its voting policies, and will do so if required by law.

## **CLASS ACTIONS**

Unless we agree otherwise, you will not be able to participate in class actions. Where your holding is compulsorily joined to a class action, you authorise us to opt-out of those proceedings on your behalf at our discretion. We are not liable for any loss, including loss of opportunity, arising out of these circumstances.

## **APPROVED PARTLY PAID SECURITIES**

Please ensure you have sufficient available cash in your Perpetual Cash Account to meet unpaid instalment payments when required.

If there is insufficient available cash in your Perpetual Cash Account to meet unpaid instalment payments, we reserve the right to sell down your investment holdings to meet these payments.

In these circumstances, money will be drawn from your investments in the same order to that which applies where investments need to be sold as set out under 'Holding sufficient cash' on page 32.

Transaction costs and break costs may also apply to these transactions. These costs will be deducted from the investment or charged to your Perpetual Cash Account.

## **TERM DEPOSITS**

Your adviser can make applications online for any term deposits that are on our approved term deposit menu.

The minimum application amount is \$10,000 per term deposit. We will draw the funds from your Perpetual Cash Account on the day our application is made to the issuer of the term deposit. The details of these dates are available from your adviser.

On maturity of a term deposit, the amount invested (your principal) and interest earned will be credited into your Perpetual Cash Account.

The time it will take for these funds to be available in your Perpetual Cash Account will depend on when we receive the funds from the term deposit issuer and the time it takes for the proceeds to be cleared in your Perpetual Cash Account. For further details please refer to the offer document for the particular term deposit.

The interest rate applicable will be the advertised rate on the day the term deposit closes to applications. The advertised rate is available from your adviser. Interest on term deposits can be:

- paid into your Perpetual Cash Account upon maturity or
- reinvested, along with the principal, into another term deposit through your adviser.

### **ROLLING OVER A TERM DEPOSIT**

Through your adviser, you may elect to roll over a term deposit to a new term deposit for the same term from the same issuer. You can roll over either the principal or the principal plus any interest earned on the maturing term deposit.

Importantly, where you wish to roll over the term deposit, the proceeds from the maturing term deposit are first credited to your Perpetual Cash Account and then invested in the next available term deposit. We recommend you or your adviser check your Perpetual Cash Account balance prior to maturity of the term deposit to ensure that you do not fall below an available cash balance of \$2,500 (which could occur, for example, if any fees were deducted from your Perpetual Cash Account at the point the term deposit proceeds were credited to your Perpetual Cash Account, prior to the term deposit rolling).

If your Perpetual Cash Account balance falls below the minimum level, or if processing the rollover will bring the available Perpetual Cash Account balance below \$2,500, the rollover may not proceed, in which case the funds will remain in your Perpetual Cash Account.

Your adviser is able to update your rollover instructions one business day prior to maturity (up until 9.00pm).

### **ADDITIONAL DISCLOSURE INFORMATION**

If a material event occurs which we believe is an important consideration when making additional contributions to, or switches within, your account and which we have not yet informed you about, we may be unable to comply with your instructions immediately. We will be required to forward you the relevant information and will only switch or invest in the investment option when we believe you have the necessary information.

## **AUTOMATED INVESTMENT MANAGEMENT TOOLS**

A number of automated tools are available to assist you and your adviser to manage your investment strategy. These tools are established and maintained online, by your adviser.

Automatic cash management and dollar cost averaging are available for selected managed investments only. The income reinvestment plans are available for selected managed investments and listed securities only.

### **AUTOMATIC CASH MANAGEMENT**

To help you manage your Perpetual Cash Account balance, you and your adviser can select a minimum (must be at least \$2,500) and/or maximum target cash balance. This can be either specific dollar amounts or a percentage of your account. If your Perpetual Cash Account balance exceeds your specified maximum and your account has been open for more than one month, we will automatically invest the additional balance according to your prevailing instructions. If your Perpetual Cash Account balance falls below your minimum target, we will sell down some of your investments and top up your Perpetual Cash Account balance.

The automatic cash management process is run on, or around the 20th of each month (this date may change without prior notice to you).

### **DOLLAR COST AVERAGING**

Dollar cost averaging allows you to make regular investments from your Perpetual Cash Account into your managed investments.

You can choose to run dollar cost averaging either monthly or quarterly. You simply decide upon a start and finish date (at least six monthly or four quarterly investments must be made), the amount and into which managed investments you would like to make your investments. A minimum transaction of \$250 per month/quarter and \$50 per managed investment applies. Dollar cost averaging transactions will occur on or around the 16th of the month (this date may change without prior notice to you).

### **INCOME REINVESTMENT PLANS**

You can elect for the distributions from your managed investments or dividends from your ASX listed securities to be reinvested into those investments or to be paid into your Perpetual Cash Account. On your instructions, your adviser will make this election online. Either cash payments or the reinvestment of distributions/dividends may not be available for some investments. Refer to the relevant PDS for the underlying investments or your adviser for details.

Distributions and dividends will only be credited to your account once they have been received by us.

# REPORTING

One of the benefits of Super Wrap and Pension Wrap is consolidated reporting. You and your adviser gain a detailed and up-to-date picture of your account, which makes managing your account easier.

## ONGOING REPORTING

The trustee provides you with ongoing reporting on your account and the Fund.

### STATEMENTS

We will prepare a detailed statement on the value of your account, and any transactions that have taken place, as follows:

- as at 30 June (your annual statement), sent to you and available on Client Portal and
- as at 31 March, 30 June, 30 September and 31 December (your quarterly statements), available for you to view on Client Portal.

Statements will be available after the end of the reporting period.

We will also send you information at least annually to help you complete your income tax return if you have made personal contributions or have received assessable income during that year.

You are also able to group other Perpetual Private Wrap accounts if you would like to receive consolidated statements.

### ANNUAL REPORT

We prepare an annual report about the management, financial performance and position of the Fund for the year to 30 June each year. This annual report is available online at [www.perpetual.com.au/annual-reports.aspx](http://www.perpetual.com.au/annual-reports.aspx) or you can request a hard copy, free of charge.

## CLIENT PORTAL ONLINE ACCESS TO YOUR ACCOUNT

You can keep up-to-date by using Client Portal to check your account details online at [www.perpetual.com.au/wrap](http://www.perpetual.com.au/wrap).

The information available on Client Portal includes:

- transactions on your account
- your account balance and the latest available market value of your investments
- details of income you have received from your investments and your Perpetual Cash Account
- details of the fees and costs incurred on your account

- your individual account details, including tax components and preservation details
- details of your nominated beneficiaries
- details of your insurance cover (if applicable)
- your realised and unrealised gains and losses
- copies of your annual and quarterly statements
- additional information about managed investments
- ASX market information.

Online reports are generally updated daily with data as at the close of the previous business day.

You can also make elections on corporate actions and update your personal details online via Client Portal.

Unless you advise otherwise, we will automatically issue you with access to Client Portal at the time you establish your account.

### CLIENT PORTAL CONDITIONS OF USE

Use of Client Portal is subject to the conditions of use (which are publicly available at our website or can be obtained free of charge by contacting us) and you must change the temporary password we've provided to a password of your choice when you first log in to Client Portal.

## REPORTS AVAILABLE TO YOUR ADVISER

Your adviser will be able to access a comprehensive range of reports and data on your account to enable them to track your investments and other important information regarding your account.

## REPORTING ON A GROUP OF ACCOUNTS

We offer you the opportunity to link your account, for reporting purposes, to other accounts offered by us where these other accounts are held by your spouse or other family members. You and your adviser will be able to access a group portfolio valuation and asset allocation as well as be able to view individual group member reports.

## REPORTING ON THE VALUE OF YOUR ACCOUNT

The value of your account is the aggregate net value of your investments, including your Perpetual Cash Account, after the deduction of fees, taxes and charges. The following information is a guide on how different investments are valued and what will be reported. Accrued fees and taxes are not reflected on your portfolio valuation report.

## **PERPETUAL CASH ACCOUNT**

Returns are distributed to your Perpetual Cash Account quarterly. Accrued returns are not reported on your account until they are paid.

The current rate of return payable on Perpetual Cash Account balances at any time will be available at [www.perpetual.com.au/wrap](http://www.perpetual.com.au/wrap).

## **TERM DEPOSITS**

The value of a term deposit is determined by the amount initially invested. Interest is reported when the term deposit has matured and the interest has been paid.

## **MANAGED INVESTMENTS**

When you invest in a managed investment, the number of units allocated to you depends on its unit price and the amount you invest. Each managed investment will have a unit price set by the product issuer. The unit price that you receive is determined by the product issuer, and generally reflects the value of the managed investment's assets after deducting the product issuer's fees, expenses and transaction costs. The value of your managed investments will be the number of units held by you multiplied by the redemption unit price set by the product issuer. Further details are available in the PDS for each managed investment.

Managed investment distributions will not be accrued on your account valuation after they have been declared by the product issuer and will only be credited and reported once received by us.

## **ASX LISTED SECURITIES (EXCLUDING INSTALMENT WARRANTS)**

Listed securities are valued at their last available closing price on the ASX. If no trades have occurred for a security during the day, the last traded price will be used.

## **INSTALMENT WARRANTS**

The valuation price used to value instalment warrants is generally more reflective of an instalment warrant's value as the last available closing price may be several days old but the underlying security's value may have increased or decreased substantially. The valuation price would be expected to better reflect the instalment warrant price once the next trade in this security is made.

## **CHANGES IN METHODS FOR VALUING ASSETS**

At our discretion, we may change the method by which we value an asset. For example, where a method becomes available which reflects more accurately the fair value of these assets, we may select to use this method. Where a particular asset we believe is not fairly valued using the standard methods described above, we may report a value that we believe reflects a more accurate value.

# WITHDRAWALS

You are required to meet certain conditions under superannuation legislation before you can access your superannuation benefits. These are explained in the 'Understanding superannuation' section. Once you have qualified to access your superannuation benefits you have the option of:

- withdrawing a lump sum
- transferring your investments in-specie from the Super Wrap to the Pension Wrap and then drawing a pension
- rolling part or all of your account to another complying superannuation fund or
- any combination of the above.

**Withdrawals as a lump sum and rollovers to another complying superannuation fund must be done from available cash in your Perpetual Cash Account. They cannot be done via an in-specie transfer out of your account unless rolling over to the Perpetual Small APRA Fund Service or Perpetual Self Managed Super Fund Service.**

## ONGOING ACCOUNT BALANCE (SUPER WRAP ONLY)

If your account balance falls below \$100,000, we may roll over your account to a special type of superannuation fund called an eligible rollover fund (ERF) – see 'Eligible rollover fund' on page 44 for further information.

## HOW TO WITHDRAW

Subject to you meeting a condition of release (see 'Accessing your superannuation benefit' on page 17), you can withdraw a minimum of \$500 (before tax) as a lump sum from your account provided that you have sufficient available cash.

If you have insufficient available cash in your Perpetual Cash Account to meet your required withdrawal, you can sell investments with the resulting proceeds being credited to your Perpetual Cash Account. The proceeds cannot be used to process a withdrawal until settlement occurs and the money is cleared in your Perpetual Cash Account.

You can make a withdrawal from your account by completing a withdrawal form, available from your adviser. On the withdrawal form you will need to:

- confirm your name, account number and the withdrawal amount (minimum \$500) and
- include the details of the Australian bank or building society account into which your withdrawal is to be transferred (if different from the account nominated on your application form).

As we need to verify your signature, you cannot give these instructions to your adviser. You can email your written instructions, subject to the 'Electronic instruction service' requirements.

For pension accounts, we are required to pay the annual pro-rata minimum pension for that financial year. As a result, you are required to leave sufficient liquid investments in your account to meet this requirement.

All withdrawals will be processed by bank transfer, and for Pension Wrap accounts as pension payments, unless requested otherwise. You can request withdrawals by cheque or telegraphic transfer. Additional fees may apply for these services (see 'Incidental fees' on page 25 for details).

If there is sufficient available cash in your Perpetual Cash Account, withdrawals will be processed on the business day following the receipt of your request. Proceeds will generally be available the following business day. Withdrawal processing may take longer in certain circumstances, for example, when the proceeds are credited to some building societies.

## CLOSING YOUR ACCOUNT

You can request to close your account at any time by following these steps:

- confirm with your adviser that there are no outstanding dividends, distributions, corporate actions, fees or transactions
- confirm with your adviser that all automated plans (automatic cash management, dollar cost averaging or direct debits) have been cancelled (where you have requested your account to be closed and we have not received notification regarding your automated plans, the trustee may, in its absolute discretion, choose to close those plans on your behalf)
- confirm with your adviser any adjustments that may be required for continuing fee grouping arrangements
- ensure your holdings are sold by your adviser and the proceeds cleared in your Perpetual Cash Account (except for any in-specie transfer from the Super Wrap to Pension Wrap)
- notify us that you wish to close your account, using the following guidelines:
  - notification must be in writing (to allow us to verify your signature), you cannot give these instructions verbally to your adviser
  - your notification can be emailed to us, subject to the 'Electronic instruction service' requirements and



- your written notification must include:
  - your account name and number and
  - the details of an Australian financial institution account into which you would like us to credit the proceeds or include the details of a superannuation fund where you would like us to rollover your benefit (superannuation fund ABN, USI, SFN, RSE and address)
- for pension accounts, we are required to pay the annual pro-rata minimum pension each financial year. As a result, any such outstanding amount will be paid before your account can be closed.

If you wish to claim a tax deduction for your personal contributions in a particular year you must send us a completed deduction notice for these contributions prior to withdrawing your account balance or commencing a pension. For more information, please see 'Claiming tax deductions for your personal contributions'.

We cannot act on your instructions to close your account if there are any outstanding:

- dividends and distributions – should you request that we proceed with closing your account while dividends and distributions remain outstanding, you may incur fees for us to redirect those amounts to you (refer to 'Fees and other costs' for details); processing of income is generally finalised within five business days following the receipt of the dividend or distribution by us
- corporate actions – check with your adviser that there are no outstanding corporate actions on your account
- transactions – check with your adviser that there are no outstanding transactions on your account
- fees – any outstanding fees will be deducted upon closure of your account or
- illiquid investments – where you hold 'illiquid' investments, including term deposits, we may not be able to action your request within the standard 30-day period. If we are unable to action your request due to the liquidity of your investments, we will act on your instructions to forward you the maximum benefit possible within 30 days, with the remainder of your benefit to be paid as soon as the proceeds from the sale of your investment have been received.

If you close your account prior to the completion of the annual tax processing you will not receive the benefit of any tax adjustment to which you may have been entitled. This may include the benefit of a CGT discount or franking credits. For more information, refer to 'Annual taxation adjustments' within the 'How tax is deducted' section.

## ROLLING OVER YOUR BENEFIT

You can request that part or all of your account be rolled over to another superannuation fund. Subject to certain criteria, we must generally process your request within three days of the receipt of a completed rollover request form and any required documentation. Where you hold 'illiquid' investments, we may not be able to action your request within the standard three day period. If we are unable to action your rollover request due to illiquidity of your investments, we will act on your instructions to forward you the maximum benefit possible within three days, with the remainder of your benefit to be paid as soon as the proceeds from the sale of your investment have been received. For more information, refer to 'Liquidity risk' within the 'Understanding risks' section.

## TRANSFERING TO A NEW ZEALAND KIWISAVER SCHEME

The transfer of retirement savings between Australia and New Zealand is voluntary for members and also voluntary for funds to accept transferred amounts. The Fund facilitates transfers to eligible New Zealand KiwiSaver schemes but currently does not accept transfers from KiwiSaver schemes.

If you are seeking to transfer your benefit to a KiwiSaver scheme, superannuation law requires that the full balance of your account(s) within the Fund be transferred. In order to facilitate the transfer the trustee is required to receive certain information and declarations and you must complete the 'KiwiSaver transfer' form (available on request). Please speak to your adviser if you would like to know more about transferring your benefit to a KiwiSaver scheme.

## TERM DEPOSITS

Early withdrawals of term deposits are usually available, however you should consider the relevant term deposit offer document for details of any restrictions (generally term deposit providers require 31 days' notice to break a term deposit), delays or break fees that apply.

## PENSION PAYMENTS

The Pension Wrap allows you to maintain choice in your underlying investment options whilst receiving regular payments within prescribed limits from your account.

Your pension may be established once you meet the relevant rules to access your superannuation benefit explained in the 'Understanding superannuation' section.

The Pension Wrap allows you to receive pension payments monthly, quarterly, half-yearly or annually. Your adviser can amend your pension frequency online.

Pension payments will be drawn from your Perpetual Cash Account and transferred electronically to your nominated Australian financial institution account, on or around the 15th day of the month. If you invest before the first day in any calendar month, your first pension payment can generally be made on the 15th day of that month.

In the first year the minimum payment you are required to receive annually will generally be pro-rated based on the number of days between your pension commencing and the end of the financial year.

Where we cannot pay the required minimum amount for a given year (for example, if we are unable to liquidate sufficient investments to make the minimum payment), we will commute your pension and transfer your account in-specie from the Pension Wrap to the Super Wrap.

Confirmation of your annual pension amount will be sent to you on or around the time by which we have received all amounts upon which your pension will be based. Your annual pension amount can be updated by your adviser online each year. Please speak to your adviser if you would like to know more about the annual minimum payments applicable to you.

## **TRANSFERS BETWEEN SUPER AND PENSION**

You can transfer in-specie from the Super Wrap to Pension Wrap without any CGT consequences at the time of transfer.

We may not be able to complete your instructions to transfer between super and pension if there are any outstanding:

- corporate actions – check with your adviser that there are no outstanding corporate actions on your account or
- transactions – check with your adviser that there are no outstanding transactions, including investment transactions, fees, pension payments and other automated transactions on your account.

## **TRANSFERRING OUT OF SUPER AND PENSION**

Whilst you are able to transfer assets directly (in-specie) between the Super Wrap and Pension Wrap, we are generally unable to transfer assets in-specie to another complying superannuation fund or use them as a means to pay benefits. **Holdings must be withdrawn as cash only, subject to conditions of release.**

# INSURANCE THROUGH THE SUPER WRAP

Taking out insurance cover through the Super Wrap may be a tax-effective way of providing financial security to you and your family should you die or become disabled.

Eligible Super Wrap members can apply for the following types of insurance through the Super Wrap:

- death and terminal illness cover
- total and permanent disability and
- income protection.

For detailed information on insurance cover available through the Super Wrap you should consider the separate product disclosure statement issued by the relevant insurer. These documents, which can be obtained from your adviser, will explain the features and benefits in full and help you decide whether to take out insurance through the Super Wrap.

Perpetual Superannuation Limited as trustee for the Super Wrap owns the insurance policies issued for cover held within superannuation. Any claims made on the superannuation policy must be made through Perpetual as the policyholder and the payment of any insurance benefit to Perpetual is conditional upon the insurer accepting a claim.

If a death, terminal illness or total and permanent disability insurance benefit is paid into the Fund on your behalf, this amount will be paid into your Perpetual Cash Account until you meet a condition of release or we receive other investment instructions from a properly authorised person.

In order for Perpetual to release benefits from the Fund, you must meet a condition of release. It is important to understand that there may be circumstances in which we will be unable to release the benefit at the time of claim under superannuation laws. There may also be circumstances where the benefit paid from the insurer to Perpetual is included in the Fund's assessable income for tax purposes, in which case the benefit paid from the Fund will be net of any tax payable by the Fund on the benefit amount. For more information about accessing superannuation benefits, please refer to 'Withdrawals'. We recommend you seek advice before you apply if you are considering taking insurance cover within superannuation.

It is very important that you read the insurer's product disclosure statement carefully to properly understand the features and benefits available, the costs and when an insurance benefit is payable.

The insurer's product disclosure statement sets out in more detail the circumstances in which the various insurance benefits become payable and also the exclusions that apply to those benefits. They also explain the times at which insurance cover commences and when it ceases.

## OTHER TYPES OF INSURANCE COVER

Other types of cover, such as health events cover or trauma cover can also be taken out under a separate (but linked) non-superannuation policy, which will be owned directly by you. Please refer to the insurer's product disclosure statement for more information.

## HOW MUCH INSURANCE DO I NEED?

It is very important that you understand the value of insurance and choose an adequate level of insurance to cover your needs. A licensed adviser can discuss this with you and tailor a package of insurance cover based on your own individual circumstances.

Your adviser can further explain:

- the benefit of estate planning options, including nominating beneficiaries
- the tax treatment of insurance premiums and benefits paid from the Fund and
- the benefit of arranging insurance through a superannuation fund.

## HOW DO I GET INSURANCE?

If you would like to apply for insurance through your Super Wrap account, you will need to lodge an application.

The insurer's product disclosure statement explains the application process and the information that must be provided to enable the insurer to consider an application and determine whether you are eligible for cover. It also allows the insurer to determine the appropriate premium.

A limited amount of insurance, known as interim insurance cover, may be provided while a formal application for insurance is being considered. This interim cover will be held outside superannuation.

## HOW MUCH WILL IT COST?

The cost of insurance cover will be determined by a combination of factors including:

- the type of cover you require
- the level of cover you require
- your age
- your gender
- whether or not you smoke
- your general health
- your occupation and
- your pastimes and pursuits.

Once insurance has commenced, premiums are deducted regularly from your Perpetual Cash Account. Premiums increase each year, as your age increases. Your adviser can provide you with an estimate of the cost of insurance based on your individual circumstances.

# OTHER INFORMATION

## OPERATING YOUR ACCOUNT

Outlined in this section are a number of additional operational details applicable to your account.

## CHANGING DETAILS

If any of your details change, including your contact details, you are able to update these online via Client Portal or by completing and signing a 'Change of account details' form. Your adviser may also update your details online.

## ELECTRONIC INSTRUCTION SERVICE

Under the electronic instruction service, the trustee will accept account instructions, including withdrawal requests, sent in the form of a signed email attachment.

By providing instructions by way of electronic instruction, you release us from, and indemnify us against, losses and liabilities arising from any payment or action we (acting reasonably) make based on any instruction (even if not genuine) that we receive electronically bearing your account number with a signature apparently yours or that of an authorised representative on the account.

You also agree that neither you nor anyone claiming through you has any claim against the Perpetual Group or its agents in relation to these payments or actions.

## TELEPHONE RECORDING POLICY

You should be aware that we may record all of our telephone conversations with you, your authorised representative and/or your adviser relating to your account. By signing the application form you consent to the recording of our telephone conversations with you, your authorised representative and/or your adviser. The application form includes an acknowledgement to this effect.

## COOLING-OFF PERIOD

If you decide that your initial investment does not suit your needs, provided you have not exercised any of your rights or powers under the terms of this PDS, you can request in writing to have your account cancelled during the period of 14 days starting on the earlier of, when your transaction confirmation is received by you or five days after your initial investment is accepted.

You may withdraw any unrestricted non-preserved component of your investment or rollover to another superannuation fund. Generally, all new contributions will be preserved funds and cannot be returned to you. You'll need to nominate another superannuation fund, retirement savings account or approved deposit fund to transfer these funds into. If you don't, we'll transfer the amount to the Fund's nominated eligible rollover fund (see the 'Australian Eligible Rollover Fund' section for further information).

The amount payable will be adjusted for any market movements, non-refundable taxes, duties paid or payable, and reasonable transaction or administration costs incurred by us in issuing your account (but excluding the payment of commission or similar benefits). Therefore, depending on the circumstances, the amount payable may be more or less than the amount invested.

## APPLYING TO OPEN A SECOND ACCOUNT IN THE SUPER WRAP

If you have an existing Super Wrap account in the Fund, you cannot open a second Super Wrap account. This is to ensure the tax components of any superannuation benefits paid from the Fund can be calculated correctly.

## ACCOUNTS WITH NO ONGOING BALANCE

If we have opened your account and no rollovers or contributions are made within three months, we reserve the right to close your account.

## ILLIQUID INVESTMENTS

We will seek to continue to report on illiquid investments. In accordance with our valuation policies, we may change the method by which we value an illiquid investment and report the most accurate value for the asset.

The ability to transact on illiquid investments will often be restricted due to forces beyond our control. In these events, we will work with your adviser to identify if an alternative method of transacting on these assets is available.

## YOU AND YOUR ADVISER

Your adviser is integral to the establishment and ongoing management of your account. Your adviser is your primary point of contact and any queries about your account should be directed to them. When you open your account, you authorise your adviser to give us instructions.

Your adviser may authorise their support staff to assist them in the administration of your account.

## YOUR ADVISER'S RESPONSIBILITIES

Your adviser is responsible for delivering services to you in an agreed scope and manner and may include:

- identifying which investment option(s) and mix of investments best suit your risk profile and needs
- ensuring that you have all of the necessary information and documentation to make investment decisions
- informing you of the potential risks involved with investment decisions
- monitoring and giving you advice on your account
- establishing and maintaining your account online
- ensuring that you authorise all transactions

- acting on your instructions to us
- advising you if your Perpetual Cash Account balance falls below the minimum balance requirement
- providing you with reports on your account in addition to our reporting
- providing you with the offer document for each investment and/or service offered, where applicable, prior to placing your investments
- notifying you of corporate actions that require your election.

### YOUR ADVISER'S AUTHORITY

By opening your account, you agree only to instruct your adviser (or us and our agents) after having read and understood the current PDS. You also authorise us and our agents to rely and act on such instructions.

Your adviser is not authorised to withdraw from your account without a signed withdrawal request.

### ANTI-MONEY LAUNDERING/ COUNTER-TERRORISM FINANCING LAWS

The Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML Act) regulates financial services and transactions in a way that is designed to detect and prevent money laundering and terrorism financing.

Under the AML Act, we are required to:

- verify your identity before providing services to you
- collect information about your circumstances, including your occupation and the source of funds
- where you supply documentation relating to your identity, keep a record of this documentation for seven years after the end of your relationship with Perpetual.

To ensure we comply with our obligations under the law, a number of measures and controls have been implemented to verify your identity and to monitor your transactions.

As a result:

- transactions may be delayed or refused where further information regarding your identity is required or there are reasonable grounds to believe that the transaction breaches the law or sanctions of Australia or any other country
- where transactions are delayed or refused, we and the administrator are not liable for any loss you suffer (including consequential loss) as a result of our compliance with the AML Act.

Where required by law, information may be disclosed to regulatory or law enforcement agencies, including the Australian Transaction Reports and Analysis Centre (AUSTRAC), which is responsible for regulating the AML Act.

You will need to complete a 'Customer identification' form and provide it to us with your application. We or the administrator may also require additional information from you to assess your application and after accepting your investment.

We and the administrator are not liable for any loss you may suffer as a result of our compliance with this legislation.

### LOST MEMBERS

You will be considered a lost member in the Fund if you are uncontactable if:

- either:
  - the Fund has never had an address (whether non-electronic or electronic) for you **or**
  - at least one written communication (whether non-electronic or electronic) has been sent to your last known address (or addresses) and we believe, on reasonable grounds (eg communication returned unclaimed), that you can no longer be contacted at any address known to us **and**
- you have not contacted us (whether by written communication or otherwise) within the last 12 months **and**
- you have not accessed details about your interest in the Fund from any electronic facility we have provided within the last 12 months **and**
- we have not received a contribution or rollover for you within the last 12 months.

Members who are classed as lost may also have their investment transferred to the Australian Eligible Rollover Fund, unless your account is required to be paid to the ATO as unclaimed super (see 'Unclaimed super' below).

### UNCLAIMED SUPER

Your superannuation may be treated as unclaimed money if you:

- have reached age 65 and we have not received an amount on your behalf for at least two years and five years have passed since we last had contact with you or
- were a temporary resident who has permanently departed Australia and you did not claim your benefits within six months of the later of the date of your departure or your visa ceasing to be effective (except if you are an Australian or New Zealand citizen). We will make all reasonable efforts to contact you in such circumstances, however, it is important that you notify us of any changes to your details.

Where your benefits become unclaimed money, we are required to pay them to the ATO within certain time frames. After payment to the ATO, we are discharged from any further liability for payment of the benefit and you may claim your benefit by contacting the ATO. In some circumstances, tax may be payable.

We are also required to transfer low-balance accounts for lost and/or inactive members to the ATO as unclaimed super, but will contact you beforehand (where we are able to do so).

Interest will be paid at a rate equivalent to CPI inflation from 1 July 2013 on all lost superannuation accounts reclaimed from the ATO.

## ELIGIBLE ROLLOVER FUND

The trustee has elected and reserves the right to pay all accounts with a balance up to \$100,000 to an eligible rollover fund (ERF).

The Trustee will pay any money it decides to pay to an ERF into the Australian Eligible Rollover Fund (AERF). The trustee of the AERF is Perpetual Superannuation Limited. Contact details for the AERF are as follows:

Australian Eligible Rollover Fund  
Locked Bag 5429  
Parramatta NSW 2124  
Phone: 1800 677 424

Being transferred to the AERF may affect your benefits because:

- you will cease to be a member of the Fund
- Super Wrap members will no longer have any insurance benefits under the Fund (if held previously)
- you will become a member of the AERF and be subject to its governing rules
- the AERF will invest your benefit according to its investment strategy.

## ENQUIRIES AND COMPLAINTS

We have arrangements for dealing with any enquiries and complaints. If you have an enquiry or complaint, contact your adviser and discuss it with them.

If you are not satisfied with the result of a complaint, you may telephone us on 1800 099 265 or write to us at:

Complaints Officer  
Perpetual Private Super Wrap  
GPO Box 5230, Sydney NSW 2001.

We aim to respond to enquiries or complaints as soon as possible and ordinarily within 45 days of receipt and must respond to complaints within 90 days.

If you're not happy with a Trustee decision that affects you, and your complaint has not been resolved to your satisfaction or remains unresolved after 90 days, you may refer it to the Australian Financial Complaints Authority (AFCA). AFCA is the external dispute resolution scheme established by the Commonwealth Government to deal with complaints from consumers in the financial system. AFCA provides a **free** service for consumers.

Contact details for AFCA are as follows:

Phone: 1800 931 678  
Email: [info@afca.org.au](mailto:info@afca.org.au)  
Website: [www.afca.org.au](http://www.afca.org.au)  
Mail: Australian Financial Complaints Authority  
GPO Box 3, Melbourne VIC 3001

## ABOUT THE FUND AND TRUSTEE

### THE TRUST DEED

The obligations of the trustee and the rights of the members are determined by the trust deed (including the rules of the Fund) and laws relating to superannuation. Some of those provisions are discussed elsewhere in this PDS.

The trust deed and/or superannuation laws also cover matters such as restrictions on borrowing by the Fund, the effect of bankruptcy of a member, circumstances in which benefits are payable or can be forfeited, the powers and duties of the trustee, the appointment and removal of the trustee, the liability and indemnity of the trustee, member's contributions, withdrawals and benefits, amendments to the trust deed and termination of the Fund. If you require further information, the trust deed is available free of charge from us.

### YOUR RIGHTS

As an investor, you have an interest in all of the assets of the Fund. You do not have a right to any particular underlying investments held by us, or to participate in the management of the investments.

The assets of all investment options are legally available to meet the liabilities of other investment options of the relevant trust in the unlikely event that the assets of that investment option are insufficient to meet its liabilities.

Operationally, however, the trustee will segregate and attribute the assets to individual accounts.

### TRUSTEE

Perpetual Superannuation Limited is the trustee of the Fund. Our obligations as trustee include (but are not limited to):

- to choose the investment options available to members
- to ensure the Fund operates in accordance with its trust deed and continues to be a complying superannuation fund
- to report regularly to you and
- to keep the Fund's assets safe.

## DIFFERENCES BETWEEN INVESTING IN THE SUPER WRAP OR PENSION WRAP AND INVESTING DIRECTLY

It is important to recognise that acquiring interests in underlying investments such as managed investments and ASX listed securities through the Super Wrap and Pension Wrap is not identical to holding these investments in your own right.

The following differences apply:

- the trustee will be the legal owner of the assets rather than you. You may have a beneficial interest in the Fund, but not in any specific asset of the Fund

- cooling-off rights, which are usually available to direct retail investors allowing a refund of an investment within 21 days from the investment date, will not apply to investments made via the Super Wrap or Pension Wrap. This means that any requests for a refund otherwise available to direct retail investors within the product issuer's cooling-off period will instead be treated as a normal withdrawal request, which may incur product issuer fees
- certain rights and obligations available to, or owing by, the legal owner of an asset are exercisable by the trustee, rather than by you. For example, there may be differences in relation to:
  - withdrawal rights
  - transaction processing and unit pricing
- when you make an initial or additional investment in an underlying investment, there is a risk that you have not considered the most recent PDS and other disclosure documents for the underlying investment, or that you have not been made aware of recent material changes or significant events affecting that investment
- you can access managed investments, generally with wholesale fees, which can be significantly cheaper than the retail fees you would pay if you invested in each managed investment directly.

From time to time, interest bearing pooled operating accounts will be used, however no interest is payable to you in respect of those accounts.

## YOUR PRIVACY

We collect personal information from you in the application and any other relevant forms to be able to process your application, administer your investment and comply with any relevant laws. If you do not provide us with your relevant personal information, we will not be able to do so. In some circumstances we may disclose your personal information to Perpetual's related entities or service providers that perform a range of services on our behalf and which may be located overseas.

Privacy laws apply to our handling of personal information and we will collect, use and disclose your personal information in accordance with our privacy policy, which includes details about the following matters:

- the kinds of personal information we collect and hold
- how we collect and hold personal information
- the purposes for which we collect, hold, use and disclose personal information
- the types of entities we usually disclose personal information to and the countries where they are likely to be located if it is practicable for us to specify those countries
- how you may access personal information that we hold about you and seek correction of such information (note that exceptions apply in some circumstances)

- how you may complain about a breach of the Australian Privacy Principles (APP), or a registered APP code (if any) that binds us, and how we will deal with such a complaint.

Our privacy policy is publicly available at our website or you can obtain a copy free of charge by contacting us.

## PERSONAL HEALTH INFORMATION

If you apply for insurance cover, you will be required to provide personal health information. If you do not provide us with your relevant personal health information, we will not be able to assess your insurance application.

We require your consent to collect, use or disclose your health and other personal information. The health and other personal information is collected and provided to the insurer to assess your eligibility for insurance and to administer your application.

Should you make a claim for an insurance benefit, your health and other personal information may be disclosed to the insurer, medical practitioners, claims investigators, reinsurers, the insurance reference bureau and such other experts as may be nominated by us or the insurer.

If there is any dispute about your entitlement to a disability benefit or any insurance related claim, your health and other personal information may be disclosed to legal and other advisers.

## INCORPORATION BY REFERENCE

The law allows us to provide certain information to you separately to the PDS, which is taken to be incorporated into the PDS, provided the PDS identifies this additional information and how you can access it.

The following incorporated information forms part of this PDS:

- the investment menu (see 'Investment menu' on page 13 for further information)
- trustee investment limits (see 'Trustee investment limits' on page 13 for further information)
- defined fees for superannuation products.

This information is publicly available at [www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap) or can be obtained free of charge by contacting your adviser.

You should also read the incorporated information.

# TAX

The tax benefits derived from investing in superannuation are particular to your circumstances, so we recommend you see a tax adviser. This information is general only and shouldn't be relied on.

You can obtain details of any updated threshold amounts each year from [www.ato.gov.au](http://www.ato.gov.au).

## SUPER WRAP

### THE FUND

#### CONCESSIONAL CONTRIBUTIONS

Concessional contributions are generally subject to tax at 15% within the Fund.

#### NON-CONCESSIONAL CONTRIBUTIONS

Non-concessional contributions (also known as 'after-tax contributions') are not taxable within the Fund.

#### TAX ON INVESTMENT EARNINGS

The maximum tax rate on the Fund's taxable income (including realised net capital gains) is 15%. However, the effective rate of income tax is generally less due to the impact of:

- concessional CGT treatment for assets held for more than 12 months
- allowable deductions (see below)
- tax offsets (see below).

#### ALLOWABLE DEDUCTIONS

Certain expenses incurred by the Fund may be claimed as tax deductions, which reduce the amount of tax payable.

#### TAX OFFSETS

The Fund may be able to claim tax offsets, including franking credits and foreign income tax offset, to reduce the amount of tax payable by the Fund. Excess franking credits may be refundable to the Fund by the ATO.

## MEMBERS

### CONCESSIONAL CONTRIBUTIONS

#### TAX DEDUCTIONS

Employers can claim a full tax deduction for all contributions made on behalf of their employees.

Members can claim tax deductions for personal superannuation contributions up to the concessional contributions cap until age 75 (subject to meeting the work test if you are aged 65 or over).

### ADDITIONAL CONTRIBUTIONS TAX

Generally, a flat 15% tax applies to concessional contributions. However, tax of 30% will apply instead to concessional contributions (within the concessional contributions cap) if your income (including concessional contributions) is greater than \$250,000. If your income excluding concessional contributions is less than the \$250,000 threshold, but including the concessional contributions pushes you over the threshold, only that part of the contributions in excess of the threshold will be subject to tax at 30%. The ATO will issue an assessment to the member for the extra tax payable on the contributions. The member can elect to release the amount from the Super Wrap or pay the tax from other sources.

Concessional contributions that exceed your concessional contribution cap (see 'Contribution limits' on page 14 for details) will be included in your assessable income and taxed at your marginal tax rate (plus Medicare levy). You will also have to pay an excess concessional contributions charge on the increase in your tax liability. You have the option to withdraw from your Super Wrap account an amount equal to 85% of the excess concessional contribution. Any excess concessional contributions withdrawn do not count towards your non-concessional contribution cap.

### NON-CONCESSIONAL CONTRIBUTIONS

Any non-concessional contributions that exceed your non-concessional contribution cap (see 'Contribution limits' on page 14 for details) are taxable at the top marginal tax rate (plus Medicare levy) and you must withdraw from the Super Wrap an amount equal to your liability to pay the excess contributions tax. To limit excessive contributions taxes, an individual non-concessional contribution generally will only be accepted if it is within the relevant limit. However, you are responsible for monitoring your total non-concessional contributions against the relevant limit.

You have the option of withdrawing superannuation contributions in excess of the non-concessional contributions cap made from 1 July 2013 and any associated earnings. The earnings will be taxed at your marginal tax rate.

### SPOUSE CONTRIBUTIONS

A person can claim a tax offset of up to \$540 per annum for superannuation contributions made on behalf of their low income or non-working eligible spouse earning up to \$37,000 during the year. The tax offset is calculated as 18% of contributions up to a maximum contribution of \$3,000.

You can obtain further information from [www.ato.gov.au](http://www.ato.gov.au).



## TAX ON SUPERANNUATION BENEFIT PAYMENTS

Tax may be payable when you make a lump sum withdrawal from the Fund. Tax applicable to the components of superannuation benefit payments is shown in the 'Tax on lump sum benefit payments' tables on this page. Different rates may apply to temporary residents permanently departing Australia (see 'Tax on departing Australia superannuation payments (DASP)' on page 48 for details) or to residents who have not provided a TFN.

## PENSION WRAP

### THE FUND

#### TAX ON INVESTMENTS

Generally, no tax is applied on superannuation amounts rolled over into the Fund, unless they have come from an untaxed source and contain a taxable component (eg some Government superannuation schemes). In this case, we are required to deduct income tax of generally 15% on the taxable component amount.

#### TAX ON INVESTMENT EARNINGS

##### GENERAL

Investment earnings including realised net capital gains derived within a Pension Wrap account are generally not subject to tax, unless you have a TTR pension.

##### TAX OFFSETS

Where tax offsets accrue to the Pension Wrap, but can be applied to reduce the tax payable by the Super Wrap, we'll ensure they are utilised in a reasonable and equitable manner.

##### TTR PENSIONS

The earnings on assets supporting TTR pensions will be taxed at the maximum rate of 15%, which is the same as the concessional tax rate applying to fund earnings on superannuation accumulation accounts.

## MEMBERS

#### TAX ON PENSION BENEFIT PAYMENTS

Tax instalments may be payable in respect of pension payments made to you through the PAYG (Pay-As-You-Go) system.

Tax applicable to the components of pension benefit payments is shown in the 'Tax on pension benefit payments' table on this page. Different rates may apply to members who have not provided a TFN.

#### TAX ON SUPERANNUATION BENEFIT PAYMENTS

The following 'Tax on lump sum benefit payments' tables provide details of tax payable on superannuation benefit payments, which include pension commutations.

## TAX ON LUMP SUM BENEFIT PAYMENTS - 2018/2019 FINANCIAL YEAR

COMPONENT	AGE BENEFIT RECEIVED	TAX TREATMENT
Tax-free <sup>1</sup>	Any age	Tax-free
Taxable <sup>2</sup>	Before reaching your preservation age <sup>3</sup>	Taxed at 20% <sup>4</sup>
	After reaching your preservation age <sup>3</sup> but before age 60	First \$205,000 <sup>5</sup> is tax-free and the balance taxed at 15% <sup>4</sup>
	On or after reaching age 60	Tax-free

## TAX ON LUMP SUM BENEFIT PAYMENTS - 2019/2020 FINANCIAL YEAR

COMPONENT	AGE BENEFIT RECEIVED	TAX TREATMENT
Tax-free <sup>1</sup>	Any age	Tax-free
Taxable <sup>2</sup>	Before reaching your preservation age <sup>3</sup>	Taxed at 20% <sup>4</sup>
	After reaching your preservation age <sup>3</sup> but before age 60	First \$210,000 <sup>5</sup> is tax-free and the balance taxed at 15% <sup>4</sup>
	On or after reaching age 60	Tax-free

## TAX ON PENSION BENEFIT PAYMENTS

COMPONENT	AGE BENEFIT RECEIVED	TAX TREATMENT
Tax-free <sup>1</sup>	Any age	Tax-free
Taxable <sup>2</sup>	Before reaching your preservation age <sup>3</sup>	Taxable at marginal tax rate <sup>4</sup>
	After reaching your preservation age <sup>3</sup> but before age 60	Taxable at marginal tax rate <sup>4</sup> , less 15% pension offset
	On or after reaching age 60	Tax-free

- 1 Includes non-concessional contributions and Government co-contributions from 1 July 2007 (plus the former undeducted contributions, pre-July 1983 (amount fixed as at 30 June 2007), post-June 1994 invalidity, CGT exempt and concessional components).
- 2 Includes concessional contributions from 1 July 2007 (plus the former post-June 1983 (taxed) and excessive components).
- 3 Please refer to the 'Preservation age' table on page 17 for details.
- 4 Plus Medicare levy.
- 5 The low-rate cap is a lifetime limit and will be indexed in line with Average Weekly Ordinary Time Earnings (AWOTE) in multiples of \$5,000.

## GENERAL

### TAX ON DEPARTING AUSTRALIA SUPERANNUATION PAYMENTS (DASP)

The tax payable on a DASP (see the 'Conditions of release for superannuation benefits' table on page 17 for further information) is:

- 35% for a taxed element of a taxable component
- 45% for an untaxed element of a taxable component

DASPs paid to working holiday makers will be taxed at 65%.

### TAX ON DEATH BENEFITS

Payment rules and the tax consequences depend on whether the death benefit is paid to a dependant or non-dependant. A death benefit dependant for tax purposes is a:

- current or former spouse<sup>1</sup>
- child<sup>1</sup> under age 18
- person who was financially dependent on you at the time of your death or
- person who you have an 'interdependency relationship'<sup>1</sup> with.

1 See 'Estate planning' on page 50 for 'Dependants' under superannuation law.

### DEATH BENEFITS PAID TO DEPENDANTS

Lump sum death benefit payments are tax-free if paid to a dependant.

A death benefit paid as a pension will be tax-free if either the primary or reversionary beneficiary is aged 60 or over. If they're both under age 60 at the time of death, the pension (less any tax-free amount) will continue to be taxed at the reversionary beneficiary's marginal tax rate (plus Medicare levy) less 15% pension tax offset until the reversionary beneficiary turns age 60, when it becomes tax-free.

If the death benefit is paid as a pension to a dependant child, the balance must be paid as a (tax-free) lump sum when the child turns 25 (unless permanently disabled).

### DEATH BENEFITS PAID TO NON-DEPENDANTS

Death benefit payments to non-dependants for tax purposes (eg an adult child) have to be paid as a lump sum benefit. The taxable component of a death benefit paid to a non-dependant will normally be taxed at 15% (plus Medicare levy).

Where a death benefit contains an insurance amount, it may include an untaxed element. The untaxed component of a death benefit paid to a non-dependant will normally be taxed at 30% (plus Medicare levy).

### DEATH BENEFITS PAID TO YOUR LEGAL PERSONAL REPRESENTATIVE

If the death benefit is paid to your legal personal representative for distribution through your estate, any tax payable will depend on how the death benefit is ultimately distributed between your dependants and any non-dependants.

### TAX ON DISABILITY SUPER BENEFITS

A tax offset of 15% is generally available on disability super benefits paid as a pension to members under age 60.

### TAX ON TERMINAL ILLNESS BENEFITS

Generally no tax is payable on benefits that are paid to you under the 'terminal medical condition' condition of release (see the 'Conditions of release for superannuation benefits' table on page 17 for details).

### TAX ON SALARY CONTINUANCE BENEFITS

PAYG tax will be deducted on any salary continuance benefits that are paid to you.

## HOW TAX IS DEDUCTED

### STAMP DUTY

Stamp duty, where payable on in-specie transfers into your account, will be debited from your Perpetual Cash Account at the time of transfer.

### CONTRIBUTIONS TO THE SUPER WRAP

The tax treatment of your one-off, direct deposit and direct debit contributions will be based on the contribution type. Tax of 15% on taxable contributions will be deducted from your Perpetual Cash Account either at the time of the contribution or, in the case of personal deductible contributions, after we have received your deduction notice.

### INCOME EARNED IN THE SUPER WRAP

Tax of 15% will be deducted from your Perpetual Cash Account when distributions, dividends or income payments are processed.

If we subsequently establish that the tax payable in respect of these amounts is less than 15%, or that a capital loss attributable to your investments can be offset against such other capital gains, we may adjust the amount of tax deducted from your Perpetual Cash Account during our end of year tax processing (refer 'Annual taxation adjustments' on page 49 for more details).

### DEDUCTIBLE EXPENSES IN THE SUPER WRAP

The Fund may claim a tax deduction on some of the expenses debited from your Perpetual Cash Account. If this is the case, your Perpetual Cash Account will be credited for the tax effect of any tax deduction claimed in respect of those expenses as part of the annual tax adjustment process (see page 49 for more details).

If you have selected insurance cover through your account, the Fund may be able to claim a tax deduction for part or all of the premium. Where this is the case, your Perpetual Cash Account will be credited for the tax effect of any tax deduction claimed in respect of those insurance premiums.

## WITHDRAWALS FROM THE SUPER WRAP

When you withdraw or rollover all or part of your account, we will deduct an estimate of capital gains tax of up to 15%. If you make a partial withdrawal and we subsequently establish that the capital gains tax payable is less than 15%, or that a capital loss attributable to your account can be offset against such other capital gains, we will credit the surplus tax to your Perpetual Cash Account. This calculation forms part of the annual taxation adjustments (see this page for more details).

## TREATMENT OF CAPITAL GAINS

Where you have purchased multiple parcels of the one asset and subsequently sell part of your holdings, the Fund will calculate the capital gain/loss on a first-in-first-out (FIFO) basis. This means the first parcel of an asset purchased is treated as being sold first.

## PAYG WITHHOLDING TAX

We may be required to withhold PAYG tax on any benefits paid from the Fund to you. The amount of tax withheld will depend on the type of benefit and your age. If you are aged 60 or more at the time you receive a benefit, no tax will be withheld.

If you have more than one pension account you should complete a separate tax file number declaration for each pension. This allows us to determine the amount of tax that is required to be withheld from your pension payments. You can only claim the tax-free threshold on one pension account. However, no tax file number declaration is needed if you are aged 60 or more when you begin receiving pension payments.

## CALCULATING TAX AT YOUR INDIVIDUAL LEVEL

Our procedures seek to ensure that the tax liability is borne equitably between members, having regard to the particular investments chosen and transactions made by each member.

For example, tax is not paid by managed investment funds. Superannuation funds that invest in them may be liable for:

- tax at 15% on any taxable income distributed to them and
- tax of up to 15% on any capital gain distributed to them or arising from withdrawals from the managed investment.

## FRANKING CREDITS

You are generally required to hold your investments for at least 45 days (not including the day the stock was acquired or disposed of) before you can be eligible for franking credits for dividends or distributions. Subject to this requirement and provided your account remains open during our end of year tax processing you may be able to utilise your franking credits applicable to your investment distributions/dividends. Where applicable, the benefits of franking credits will be allocated to your account as part of this tax process.

## ANNUAL TAXATION ADJUSTMENTS

Annual taxation adjustments are processed for the year ended 30 June and are completed only after the Fund's tax return has been lodged and any tax refund has been received from the ATO.

If you close your accounts prior to this annual processing being completed you will not receive the benefit of any such tax adjustment. Should you move from the Super Wrap to Pension Wrap during the year (and close your super account), the taxation adjustment will be calculated in respect of both accounts and will be credited to the account that remains open. For further information please speak with your adviser.

## ANNUAL TAX CALCULATION STATEMENT

We'll issue an annual statement setting out the calculation of the tax attributable to your account for the year ended 30 June.

## TAX FILE NUMBER (TFN)

**You should provide your TFN when joining the Fund.**

Under the Superannuation Industry (Supervision) Act 1993, we are authorised to collect, use and disclose your TFN.

We will disclose your TFN to another superannuation provider, when your benefits are being transferred, unless you request us, in writing, that your TFN not be disclosed to any other superannuation provider.

Declining to quote your TFN is not an offence. However, providing your TFN will have the following advantages:

- we can accept all permitted types of contributions to your account
- other than the tax that may ordinarily apply, you will not pay more tax than you need to – this affects both contributions to your superannuation and benefit payments when you start drawing down your superannuation benefits
- it will make it much easier to find different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

We will use your TFN and personal details to verify our records with the ATO. We will update or correct your TFN if instructed by the ATO. We will contact you if the ATO has advised of other changes to your personal details.

## SOCIAL SECURITY

Your investment in the Fund may affect your social security or pension entitlements. The calculations are complex so we recommend that you seek advice from your financial or tax adviser, or use the financial information service of either the Department of Human Services or Veterans' Affairs.

# ESTATE PLANNING

On your death, your superannuation benefits in the Fund may be treated differently to other assets you own. The trustee of the Fund is generally required to pay your benefits as soon as practicable after your death either directly to one or more of your dependants or to your legal personal representative (your estate).

In the event of your death:

- we will continue to deduct applicable administration and adviser fees until the payment of your superannuation benefit is authorised by the trustee and your account is closed and
- your investments will continue to be invested in accordance with the most recently selected investment options until we receive other instructions from a properly authorised person.

Death benefits can be paid as a lump sum, pension or combination. However, only certain beneficiaries who have been nominated by you are eligible to receive your death benefits as a pension.

We can only pay your death benefit as a pension if, at the time of your death, the recipient is either:

- a dependant of yours (see 'Dependants' below) who is not a child or
- a child of yours who is:
  - less than age 18
  - aged 18 to 24 inclusive and is financially dependent on you or
  - aged 18 or more and has a qualifying disability (broadly, this is a disability that is permanent or likely to be permanent and results in the need for ongoing support and a substantially reduced capacity for communication, learning or mobility).

## DEPENDANTS

For the purpose of paying a death benefit under superannuation law, a member's dependant is a:

- spouse
- child
- person who was financially dependent on you at the time of your death
- person who you have an 'interdependency relationship' with.

A member's 'spouse' includes:

- another person (whether of the same sex or a different sex) with whom a member is in a relationship that is registered under relevant law

- another person who, although not legally married to the member, lives with the member on a genuine domestic basis in a relationship as a couple.

A member's 'child' includes:

- an adopted child, stepchild or ex-nuptial child
- a child of the member's spouse
- someone who is a child of the member under family law.

Two people have an 'interdependency relationship' if:

1. they have a close personal relationship and
2. they live together and
3. one or each of them provides the other with financial support and
4. one or each of them provides the other with domestic support and personal care.

If a close personal relationship exists but the other requirements for interdependency aren't satisfied because either or both of them suffer from a physical, intellectual or psychiatric disability, then there is also an interdependency relationship.

## DEATH BENEFIT NOMINATION OPTIONS

There are a number of options for nominating to whom, and in some cases how, your benefit may be paid in the event of your death:

1. No nomination
2. Non-lapsing nomination
3. Reversionary pension nomination (Pension Wrap only)
4. Child pension nomination.

Your nomination must be in respect of one or more of your dependants or your legal personal representative.

Because there are special rules regarding how benefits can be paid from a superannuation fund in the event of your death, care should be taken when making your nomination as you may need to consider the impact it could have on your overall estate planning. You may wish to seek legal advice.

There are also different tax consequences depending on the type of nomination you make and the beneficiaries. We recommend that you consult your financial and/or tax adviser before making any nomination.

## NO NOMINATION

If you do not nominate a beneficiary, your account balance will generally be paid as a lump sum to a dependant or to your legal personal representative who will distribute your account balance as part of your estate assets.

## **NON-LAPSING DEATH BENEFIT NOMINATION**

To make a nomination simply complete the 'Non-lapsing death benefit nomination' form. If you have more than one account (for example, if you have both a super and a pension account) within the Fund, you can complete a separate non-lapsing death benefit nomination for each individual account. If you do not specify the additional account(s) to which your nomination is to apply, your nomination will apply to the account specified on the form only, until revoked or amended.

Where we have consented to your nomination, we will pay your benefit to the person(s) you have nominated provided:

- the person(s) you have nominated are your dependants at the time of death and
- your nomination has been made in writing and is signed by you in the presence of two witnesses who are over 18 years of age and not named as beneficiaries in your nomination.

Because your nomination will not automatically lapse, it is important that you periodically review your nomination to ensure you still wish us to pay the person(s) you have nominated. In addition, unlike a will, your non-lapsing nomination will not automatically become invalid in the event of marriage, divorce or any other life-changing event. We will include the details of your nomination as part of your annual member statements and you can also view your nomination online.

A non-lapsing death benefit nomination can only be made by you in respect of your benefit. We will not accept a non-lapsing death benefit nomination made by an attorney or any other agent.

We can only consent to a nomination in respect of one or more of your dependants or your legal personal representative.

If we have consented to your nomination to pay one or more dependants and that nomination, or a part of it, is no longer valid at the time of payment, we will pay the non-valid portion of your death benefit to a dependant or your legal personal representative (your estate). The trustee will pay the valid portion of your benefit in accordance with that part of your nomination which is valid.

We can only pay your death benefit as a pension if, at the time of death, the recipient is either:

- a dependant of yours (for example your spouse, a financial dependant, or a person with whom you have an interdependency relationship) who is not a child or
- child of yours who is:
  - less than age 18
  - aged 18 to 24 inclusive and is financially dependent on you or

- aged 18 or more and has a qualifying disability (broadly, this is a disability that is permanent or likely to be permanent and results in the need for ongoing support and a substantially reduced capacity for communication, learning or mobility).

Please refer to the 'Child pension nomination' section for further details about child pension nominations.

You may revoke or change your nomination at any time by completing a new 'Non-lapsing death benefit nomination' form.

## **REVERSIONARY PENSION NOMINATION (PENSION WRAP ONLY)**

If you make a valid reversionary pension nomination, the trustee will be bound by it and will continue to pay your benefit as a pension to your nominated beneficiary.

The person you nominate for your reversionary pension must be either:

- a dependant of yours (see 'Dependants' on page 50 for details) who is not a child or
- a child of yours who is:
  - less than age 18
  - aged 18 to 24 inclusive and is financially dependent on you or
  - aged 18 or more and has a qualifying disability (broadly, this is a disability that is permanent or likely to be permanent and results in the need for ongoing support and a substantially reduced capacity for communication, learning or mobility).

To receive your benefit, the beneficiary you have nominated must also meet one of the criteria listed above at the time of your death. If your reversionary pension beneficiary predeceases you, we will generally pay your death benefit to your estate.

## **CHILD PENSION NOMINATION**

Under certain circumstances you may wish to nominate a qualifying child of yours to receive your death benefit as a child pension.

A child pension is a simple way to provide tax effective income to your minor children (under 18 years of age), or certain other children that have a financial or disability dependency, in the event of your premature death. This means that you can nominate either part or all of your benefit to be paid as a child pension to one or more of your children. With the exception of a child who qualifies on disablement grounds, a child pension cannot continue beyond the child's 25th birthday (and any remaining balance in the account must be commuted as a lump sum withdrawal at that time).

The benefits of a child pension may include:

- the payment of a regular income stream that, subject to the prescribed minimum payment, can be structured to suit your child's needs

- the flexibility to restrict access to a lump sum until your child reaches a nominated age of up to 25 years (or earlier where required by law)
- tax effective treatment of income payments
- generally tax free treatment of any lump sum that is paid to the child from the pension.

Generally the pension must be paid in trust for the child's benefit.

When the child turns age 18, they must agree to our terms and conditions by signing a new application form.

If your nomination of a child pension is made in the prescribed manner and is consented to by the trustee then it will be binding on the trustee provided the law permits the child to be paid a pension upon your death. If the law does not permit us to pay a child pension but your nomination is otherwise valid, we will pay the relevant portion of your benefit to the nominated child as a lump sum.

You may also further direct us as to the restrictions, if any, which are to apply. Where we agree to the terms of the child pension as specified by you in your nomination, the terms cannot be changed after you die. As we agree to be bound by your instructions in advance, it is very important that your nomination is kept up to date.

To apply for a child pension, complete the 'Non-lapsing death benefit nomination' form and a child pension schedule available from your adviser. You can nominate your beneficiaries and give us additional directions relevant for the child pension.

At any time by completing a new child pension schedule and, if required, a new 'Non-lapsing death benefit nomination' form, you may change:

- the child you have nominated
- your request to pay all or part of your benefit as a child pension or
- the terms of the child pension.

Child pensions are subject to terms and conditions. Further information is available from your adviser.

## **SUPERANNUATION AND FAMILY LAW**

Superannuation law and family law facilitate the splitting of superannuation interests between parties to a marriage in the event of a breakdown of marriage. The laws deal with the valuation of superannuation interests and splitting interests between parties as a result of an agreement or as a result of a court order, and also provides for accounts to be on 'hold' status until certain issues are resolved between the parties.

The federal family law regime also applies to certain opposite-sex and same-sex de facto couples, including facilitating financial agreements and superannuation splitting on the breakdown of such relationships.

The trustee may create a separate interest in the Fund for the non-member spouse, or transfer the non-member's entitlements to the Australian Eligible Rollover Fund, in line with the provisions of the Superannuation Industry (Supervision) Act 1993. In accordance with the law, we may charge an administration fee in relation to such arrangements.

# PERPETUAL PRIVATE SUPER WRAP AND PENSION WRAP APPLICATION CHECKLIST

## ✓ Have you completed the relevant sections?

Please ensure you have:

- your personal and TFN details in section 1 to 7
- for a superannuation account, completed sections 1 to 11 then 17
- for a pension account, completed sections 1 to 7, then 12 to 17
- asked your adviser to complete their dealer code and adviser code details
- signed the client declaration in section 17.

**All sections are mandatory, unless specifically stated. If you do not complete one or more sections, your application cannot be processed.**

## ✓ Are cheques completed correctly?

- Cheques must be made payable to:

**PSL – Private Super Wrap (full account name)**, for superannuation accounts or  
**PSL – Private Pension Wrap (full account name)**, for pension accounts.

If a cheque is not made payable correctly you may need to have it re-issued.

All investments by cheque or rollover will be credited to your Perpetual Cash Account.

## ✓ Are contributions included?

- Ensure you have indicated the contribution type in section 10 or 15 (where applicable)
- Spouse contributions – if you are making the contribution for the benefit of your spouse, the application form must be in the name of, and signed by, your spouse (the person receiving the contribution).
- 'Other' contribution types claimed must include appropriate documentation.

## ✓ Is a rollover coming from another fund?

- All rollover amounts must be accompanied by a Rollover Benefit Statement (available from the other fund).
- Ensure a *Rollover authority* is sent to the paying institution (if applicable), and supply us with a copy of the form, indicating rollover documentation has been sent to the paying institution. Please photocopy the *Rollover authority*, on pages 69 and 71, as required.
- Rollover authorities attached to this application which do not indicate that they have already been sent to the paying institution will be forwarded to the relevant institutions.
- If you are opening a pension account, all rollover and contribution details must be included on this application. Any amounts not included with your pension application CANNOT be accepted into your pension account.

## ✓ Do you need to supply identification?

If you **do not** hold an existing Perpetual Private Super Wrap account which is still open you must supply identification by:

- having your adviser complete the *FSC/FPA Identification form – for Individuals & Sole Traders* (on page 65) and verify the identification documents specified there.

## ✓ Are the adviser fees correct (in section 11 and/or 16)?

- Please ensure all fees have been completed as **GST exclusive** (we will add GST to the base fee set by your adviser).
- Any amendments to the fees must be signed in full by you (please do not use correction fluid).
- If you wish to create a new group or add this account to an existing group for reporting, statements and fees please complete and include the Account Grouping Setup and maintenance form.

### ✓ Are you including other documents?

- For superannuation accounts, a *Direct debit request* (if required) is attached on page 67.
- For pension applicants under 60, a **Tax file number declaration form** is required and is available on page 75. Complete Section A, Questions 1 to 11 ensuring that question 6 on that declaration is ticked for 'Superannuation income stream'. For child pension accounts, where the child is under 18, the parent/guardian must complete the Tax file number declaration.

### ✓ Do you have any existing insurance cover?

- Where applicable, do not cancel any existing insurance cover until your application for insurance has been reviewed, assessed and accepted by the insurer. Please retain rollover authorities until the application has been assessed by the insurer.

### ✓ Is a Non-lapsing death benefit nomination being made in section 9 and/or 14?

- You should complete the *Non-lapsing death benefit nomination form* on page 73 (or specify the account with an existing nomination you wish to apply).
- Please ensure **no** alterations/corrections have been made, that it is signed and witnessed all on the same day and that you have not also signed as a witness.

### ✓ Are you applying under power of attorney?

If you are signing under power of attorney, please:

- supply a certified copy of the power of attorney
- if not done so already, supply identification of the attorney by:
  - your adviser completing the *FSC/FPA Identification form – for Individuals & Sole Traders* (on page 65) and verifying the identification documents specified there, and
- ensure documentation includes any other names the attorney is known by, their occupation and residential address.

### ✓ Have you made any amendments to the application?

- These amendments must be signed in full by you.
- Please do not use correction fluid.

### ✓ Do you have an existing superannuation account in Perpetual Private Super Wrap?

- If you have an existing Perpetual Private Super Wrap account, you cannot apply to open another Super Wrap account. You are required to add any rollovers or contributions into your existing superannuation account. Please note this excludes a Pension Wrap account.

**Please note also that we may not be able to process your application until you have completed, and we have received, all relevant application requirements.**

**Please send your completed original application and accompanying forms to:**

**Perpetual Private Wrap**

PO Box 5230  
Sydney NSW 2001

If you have any further questions about completing this application please contact your adviser.



# PERPETUAL PRIVATE SUPER WRAP APPLICATION FORM

- Refer to the checklist on pages 53 and 54 for help with how to complete this application.
- Do not use this form unless it is attached to or accompanying the PDS dated 4 April 2016.
- Please use black ink and print in CAPITAL LETTERS. Mark boxes with an (X) where applicable.

## A. Financial adviser use only (mandatory)

**You must be a registered financial adviser to use this service.**

Dealer name

Adviser name (adviser who is linked to the account)

Dealer code

Adviser code

**Please note: this application may not be accepted if the dealer code and adviser code are incomplete.**

For more information regarding this application form please contact my assistant/support staff:

Contact number

Email address

**Superannuation applicants complete 1 to 11, then 17. Pension applicants complete 1 to 7, then 12 to 17.**

## 1. Identification required

You are required, under the *AML/CTF Act 2006*, to supply identification by:

- having your adviser complete the *FSC/FPA Identification Form for Individuals & Sole Traders* (on page 65) and verify the identification documents specified there;
- then continue to section 2.

Accounts being established for a minor require the parent or guardian, rather than the child, to supply identification where required.

Additional documents may be required in some circumstances. We reserve the right to vary these requirements.

## 2. Personal details

Title  Mr  Mrs  Miss  Ms Other  Gender  Male  Female

Given name(s)

Surname

Any other names known by (if applicable)

**Security question:** What is your mother's maiden name?

Occupation

Date of birth  /  /

## 3. Tax file number

- i** If you do not provide your TFN, we are unable to accept contributions made by you or someone on your behalf (other than your employer). For superannuation accounts being established for a minor, the minor's TFN must be quoted in order for us to accept contributions for them.

**Before providing your TFN please read the following:** We are authorised to collect your TFN under the Superannuation Industry (Supervision) Act 1993. You are not obliged to disclose your TFN, however if you do not, we are required to deduct additional tax from all concessional contributions made during the financial year and are also required to deduct tax at the highest marginal tax rate plus Medicare levy on any withdrawal.

We are also unable to accept any after tax contributions from you.

An exemption is not considered to be a TFN.

For more information regarding the provision of TFN's please see the 'Tax' section in the PDS.

Tax file number (TFN)

## 4. Address and contact details

**RESIDENTIAL ADDRESS** – Failure to provide may delay account opening (cannot be a PO Box or care of a third party).

Street number and name

Suburb

State Postcode Country (if not Australia)

**POSTAL ADDRESS (if different from your residential address)**

Street number and name or PO Box

Suburb

State Postcode Country (if not Australia)

### CONTACT DETAILS

Work phone number

Home phone number

Fax number

Mobile phone number

Email address

### TEMPORARY RESIDENT CLIENTS

Please cross this box only if you are or have been the holder of a temporary resident visa (other than a 'retirement' or 'investor retirement' visa) and are not an Australian citizen or permanent resident, or a New Zealand citizen. The conditions of release under which you can access your benefits may be restricted. Please refer to your adviser or us for further information on temporary residents' conditions of release.

### ANNUAL REPORT

We prepare an annual report about the management, financial performance and position of the Fund for each financial year. This is available free of charge from us at [perpetual.com.au](http://perpetual.com.au)

**How would you like to receive the Annual Report?**

Online only (*default*)  A paper copy will be posted to you

If you make no nomination we will assume you would prefer to view annual reports online.

### ONLINE ACCESS

We will provide you with online access to your portfolio through ClientView. **If you do not check a box, a new online access code will be provided to you.**

Do you have existing secure online access (ClientView) for a Perpetual Private Wrap Account?

No  Yes Please specify your Access Code

### CORPORATE ACTIONS

Would you like to receive email notifications of forthcoming Corporate Actions? (*Advisory and Custody Service levels only*)

No  Yes

If no box is checked, notifications will be sent, as agreed with your adviser.

### STATEMENTS

We will send you a detailed statement on the value of your account and any transactions that have taken place each quarter. You will also receive an annual statement as at 30 June each year.

**How would you like your statements issued?**

Online only (*note: annual statements will always be provided in hard copy and online*)  Printed and online

If you make no nomination we will assume you would prefer to view statements online.

## 5. Contact details – child contributions (Superannuation accounts only)

If the superannuation account is being established for a minor, details of the child's parent/guardian or legal personal representative must be completed in this section. This person must sign this application.

### DETAILS OF PARENT OR GUARDIAN

Title

Mr

Mrs

Miss

Ms

Other

Gender

Male

Female

Given name(s)

Surname

Any other names known by (if applicable)

Occupation

Date of birth

### CONTACT DETAILS

Work phone number

Home phone number

Fax number

Mobile phone number

Email address

## 6. Broker election

Your adviser will be able to buy and sell listed securities via the Perpetual Private Wrap website by using our preferred online brokers. Please refer to the "Authorised broker list", available from your adviser, for the broker code(s).

Our preferred brokers will be automatically set on the account. However if you wish to nominate another authorised broking institution to trade on your portfolio, in addition to our preferred online brokers, please nominate your authorised broking institution(s) here.

Broker name

Broker code

## 7. Bank account details for withdrawals and/or pension payments

For superannuation accounts, the below details will be the default account details for the payment of withdrawal requests.

For pension accounts, pension payments will be made to this account on or around the 15th day of the month.

Australian financial institution name

Branch address

BSB

Account number

 - 

Account name

**i** Any amendments to this section must be signed in full by the applicant.

**Superannuation applicants continue to 8**

**Pension applicants go to 13**

## 8. Direct deposit facility (Super Wrap only)

Do you wish to use the direct deposit facility?

**No.** Continue to next question.

**Yes.** Please select the contribution type (**one only**):

Personal contributions\* or

Spouse contributions or

Child contributions (available for applicants under 18 years).

\* If you wish to claim a deduction for your contribution, we require you to send us a completed Deduction notice for personal contributions available from your adviser or the NAT 71121 form, available from the Australian Taxation Office website. For more information on your eligibility to claim a deduction, please refer to the *Operating your account* section of the PDS.

## 9. Beneficiary nomination (Super Wrap only)

Have you included a *Non-lapsing death benefit nomination* with your application?

**Yes.** Continue to next question.

**No.** If you have an existing valid Non-Lapsing nomination on another Perpetual Private Super Wrap account which you wish to apply to this new account, please supply the existing account number:

Please note: if you enter an existing account number here the existing account must have a valid Non-Lapsing Nomination (not a reversionary pension nomination).

## 10. Contribution/rollover details (Super Wrap only)

### A) CONTRIBUTION DETAILS

Personal contribution \$

#### DEDUCTION NOTICE (OPTIONAL)

**Only complete if you intend to claim a tax deduction for all/part of the above contribution. This will be taken to be a deduction notice in the ATO approved form and cannot be varied. Please speak to your adviser for further information. This is your notice to us, to be effective from the later of the date of this application or the date that you become a member of Super Wrap, of the amount that you intend to claim as a tax deduction. We will send you an acknowledgment of the amount you intend to claim as a tax deduction which you will need to retain for tax purposes.**

For contribution(s) made in the financial year ended: 30 June 20

Amount (covered by this notice) I will be claiming as a tax deduction: \$

Spouse contribution \$

Personal injury contribution \$

Other contribution\* \$

\* Please specify the Other contribution type and attach appropriate documentation   
(eg for downsizer contributions, you will also need to complete a 'Downsizer contribution into superannuation' form (available from the ATO website)

Please tick here if any of these contributions include an in-specie transfer of assets

**i** Please ensure:

- cheques are payable to: **PSL – Private Super Wrap (full account name)**
- your TFN has been provided in section 3, otherwise we will only accept employer contributions
- non-concessional contributions **do not** exceed the non-concessional contribution cap, otherwise we cannot accept that contribution (refer to the *Understanding superannuation* section of the PDS).

### B) A ROLLOVER FROM ANOTHER FUND

Name of institution	Account/policy number	Cash rollover	In-specie rollover value
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

**i** Please ensure:

- cheques are payable to: **PSL – Private Super Wrap (full account name)**
- a *Rollover authority* is sent to the paying institution (if applicable), and supply us with a copy indicating rollover documentation has been sent to the paying institution
- rollovers are accompanied by a *Rollover Benefit Statement*, provided by the other fund
- rollover authorities attached to this application indicate that they have already been sent to the paying institution, otherwise they will be forwarded to the relevant institutions.

### C) ROLLOVER FROM PENSION WRAP TO SUPER WRAP WITHIN THE FUND

If you are rolling over from a Pension Wrap account within the Fund, please complete the details here.

Note: If you have an existing Super Wrap account, you cannot apply to open another Super Wrap account. You are required to add any rollovers or contributions into your existing superannuation account.

#### (i) Existing account details

Account name  Account number

#### (ii) Amount to be transferred:

Entire balance (your account will be closed)

Partial amount by (select one only):

transferring \$  from the above account, or

leaving \$  in the above account and transferring the rest.

Specify the assets to be transferred out of or remain in the account (depending on your election) or attach a list:

- Where no list of assets is provided, we will transfer out of the account's cash account.
- We will draw the tax components proportionally from the components held in your account.
- Please specify which preservation component to transfer over (or the order of preservation components you wish to transfer over):

Please note that you must leave the required minimum balance in the cash account (refer to the PDS for minimum cash balances).

## 11. Adviser fee details (Super Wrap only)

Please note: Perpetual will add the applicable GST to the base fee rate set by your adviser.

**FINANCIAL PLANNING FEE – VFP (ex-GST)** – As agreed between the client and their adviser

\$  (specific dollar amount only)

**ADVISER FEE** – Perpetual Advisers only complete **section A**, all other Advisers complete **section B**

A) Perpetual Advisers only

- Advisory Service**  
 **Custody Service**  
 **Discretionary Service**

The standard fee and minimums will apply unless you complete **section B**.

B) Please specify the tiers and rates to be applied (must be **exclusive** of GST)

(i) Tiered fees

From	To	Rate % pa (ex-GST)
\$0.00	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>

(ii) Flat fee (percentage)

(iii) Flat fee (specific dollar amount)

\$  pa ex-GST

Specify if a minimum monthly fee is to be applied (must be **exclusive** of GST)

\$  per month (AMMF/VSM MF/ARMMF)

Please also provide a completed 'Perpetual Private Wrap – Account grouping setup and maintenance form' if you wish to group multiple portfolios for fee purposes.

### PERPETUAL USE ONLY – FEE AMENDMENT AUTHORISATION (WHERE REQUIRED)

Signature of authorised representative

Name

Instructions

**Superannuation applicants go to 17**

**Pension applicants complete 12 to 17**

## 12. What pension type are you applying for? (Pension Wrap only)

**A transition to retirement pension.** I have reached my preservation age but have not permanently retired from the workforce.\*

**A standard (account based) pension.** I declare that I have met one of the conditions of release that allows me full access to my superannuation or I am rolling over an unrestricted non-preserved amount. Where required, please supply the relevant documentation to verify you have met a condition of release.\*

\* For more information, refer to the *Withdrawals* section of the PDS.

### 13. Pension payment details (Pension Wrap only)

Please nominate your **annual** pension amount.

Minimum

Maximum (transition to retirement pensions only). This amount will not be prorated (ie the maximum will be paid over the remaining period in the financial year).

A specific **annual** amount of \$  over an entire (12 month) financial year.

On 1 July, increase my annual pension payments by

Nil

The inflation rate (CPI)

A specific percentage amount  %

Payment frequency  Monthly  Quarterly  Half-yearly  Yearly

First payment month

If you do not complete any payment details we will assume that you wish to receive the minimum annual pension amount paid monthly beginning the next available payment with an annual increase of "Nil".

### 14. Beneficiary nomination (Pension Wrap only)

If you wish to make a nomination that is not catered for on this form, please speak to your adviser. You should update your nomination when commencing a pension.  
**PLEASE COMPLETE EITHER (A) OR (B) BUT NOT BOTH.**

#### (A) REVERSIONARY PENSION OPTION

*You may make this nomination only when the pension is commenced and there are some circumstances in which a reversionary pension nomination cannot be revoked. Please speak to your adviser for further information on reversionary nominations.*

Title  Mr  Mrs  Miss  Ms Other  Gender  Male  Female

Given name(s)

Surname

Date of birth  /  /

Street number and name or PO Box

Suburb

State  Postcode  Country (if not Australia)

Relationship to you:  Spouse, or  
 Qualifying child\*  
 Interdependent person (who is not a child)  
 Financially dependent person (who is not a child).

\* A qualifying child is a child who (at the time of the member's death) is:

- less than age 18, or
- aged 18 to 24 inclusive and is financially dependent on the member, or
- aged 18 or more and has a qualifying disability (broadly, this is a disability that is permanent or likely to be permanent and results in the need for ongoing support and a substantially reduced capacity for communication, learning or mobility).

**OR**

#### (B) NON-LAPSING DEATH BENEFIT NOMINATION

*You may make this nomination at any time and you may change it at any time.*

Have you included a non-lapsing death benefit nomination with your application?

**Yes.** Continue to next question.

**No.** If you have an existing valid Non-Lapsing Nomination on another Perpetual Private Super Wrap account which you wish to apply to this new account, please supply the existing account number:

Please note: if you enter an existing account number here the existing account must have a valid Non-Lapsing Nomination (not a reversionary pension nomination).

## 15. Contribution/rollover details (Pension Wrap only)

**i** Please note that you must include details of all contributions and rollovers with which you wish to commence this pension. Any amounts not included below **CANNOT** be accepted into this pension account.

If there is insufficient space below, please include a separate attachment with the details of additional contributions or rollovers with your application.

### A) CONTRIBUTION DETAILS

Personal contribution \$

#### DEDUCTION NOTICE (OPTIONAL)

**Only complete if you intend to claim a tax deduction for all/part of the above contribution. This will be taken to be a deduction notice in the ATO approved form and cannot be varied once the pension has commenced based in whole or part on this contribution. Please speak to your adviser for further information. This is your notice to us, to be effective from the later of the date of this application or the date that you become a member of Super Wrap, of the amount that you intend to claim as a tax deduction. We will send you an acknowledgment of the amount you intend to claim as a tax deduction which you will need to retain for tax purposes.**

For contribution(s) made in the financial year ended: 30 June 20

Amount (covered by this notice) I will be claiming as a tax deduction: \$

Spouse contribution \$

Other contribution\* \$

\* Please specify the Other contribution type and attach appropriate documentation

Please tick here if any of these contributions include an in-specie transfer of assets

**i** Please ensure:

- cheques are payable to: **PSL – Private Pension Wrap (full account name)**
- your TFN has been provided in section 3, otherwise we will only accept employer contributions
- non-concessional contributions **do not** exceed the non-concessional contribution cap, otherwise we cannot accept that contribution (refer to the *Understanding superannuation* section of the PDS).

Please note that contributions cannot be made directly to a pension account. We will open a Super Wrap account to process the contribution and transfer the balance to a Pension Wrap account when the pension is ready to commence (eg after debiting any contributions tax).

### B) A ROLLOVER FROM ANOTHER FUND

Name of institution	Account/policy number	Cash rollover*	In-specie rollover value*
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

\* If the exact value of the rollover is not known, you need to provide an estimate of the dollar amount. Please note that it is important that the amount is rolled over as soon as possible because we will be including the rollover as capital supporting your pension.

**i** Please ensure:

- cheques are payable to: **PSL – Private Pension Wrap (full account name)**
- a *Rollover authority form* is sent to the paying institution (if applicable), and supply us with a copy indicating rollover documentation has been sent to the paying institution
- you indicate a rollover value
- rollovers are accompanied by a *Rollover Benefit Statement*, provided by the other fund.

### C) ROLLOVER FROM ANOTHER ACCOUNT WITHIN THE FUND

If you are rolling over from the Super Wrap, please complete the details here. Please note that this constitutes a request to roll over benefits from your existing account.

#### (i) Existing account details

Account name  Account number

Section 15 continued overleaf >



**(ii) Amount to be transferred:**

Entire balance (your account will be closed)

If that account holds insurance:  Transfer it to a standalone policy  Cancel my insurance  There is no insurance on the account  
(attach the insurance application).

Partial amount by (select one only):

transferring \$  from the above account, or

leaving \$  in the above account and transferring the rest.

Specify the assets to be transferred out of or remain in the account (depending on your election) or attach a list:

■ Where no list of assets is provided, we will transfer out of the account's cash account.

Please note that you must leave the required minimum balance in the cash account (refer to the PDS for minimum cash balances).

**(iii) Lodging/varying a deduction notice (optional)**

Personal contribution \$

**Only complete if you intend to claim a tax deduction for all/part of the above contribution. This will be taken to be a deduction notice in the ATO approved form and cannot be varied once the pension has commenced based in whole or part on this contribution. Please speak to your adviser for further information.**

For contribution(s) made in the financial year ended: 30 June 20

Amount (covered by this notice) I will be claiming as a tax deduction: \$

**If you do not complete this section, we will assume you do not wish to lodge or vary a deduction notice.**

**16. Adviser fee details (Pension Wrap only)**

Please note: Perpetual will add the applicable GST to the base fee rate set by your adviser.

**FINANCIAL PLANNING FEE – VFP (ex-GST)** – As agreed between the client and their adviser \$  (specific dollar amount only)

**ADVISER FEE** – Perpetual Advisers only complete **section A**, all other Advisers complete **section B**

A) Perpetual Advisers only  **Advisory Service**  **Custody Service**  **Discretionary Service**

The standard fee will apply unless you complete **section B**.

B) Please specify the tiers and rates to be applied (must be **exclusive** of GST)

(i) Tiered fees

From	To	Rate % pa (ex-GST)
\$0.00	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>
\$ <input type="text"/>	\$ <input type="text"/>	<input type="text"/>

(ii) Flat fee (percentage)

(iii) Flat fee (specific dollar amount) \$  pa ex-GST

Specify if a minimum monthly fee is to be applied \$  per month (AMMF/VSMMF/ARMMF) (must be **exclusive** of GST)

Please also provide a completed 'Perpetual Private Wrap – Account grouping setup and maintenance form' if you wish to group multiple portfolios for fee purposes.

**PERPETUAL USE ONLY – FEE AMENDMENT AUTHORISATION (WHERE REQUIRED)**

Signature of authorised representative

Name

Instructions

## 17. Declaration and signature

Before you sign this application the trustee, or your adviser, is obliged to give you the Perpetual Private Super Wrap Product Disclosure Statement (PDS) dated 1 April 2019. The PDS will help you to understand the product and decide if it is appropriate for your needs. You should also consider each managed investment PDS recommended by your adviser prior to placing your investment. This application form must not be used unless it was attached to or accompanying the PDS. Please note the trustee has complete discretion whether or not to accept your application.

I have received, read and understood the current PDS. I acknowledge and declare that:

- I agree to be bound by the trust deed and rules of the Perpetual Super Wrap,
- I agree to be bound by the terms and conditions disclosed in the PDS and this application,
- I authorise and direct Perpetual to deduct and pay the agreed adviser fees in section 11 and/or section 16 (as applicable) of this form to my adviser from my Perpetual Cash Account,
- I consent to my personal information being collected, held, used and disclosed in accordance with this application and the PDS,
- I consent to Perpetual supplying information about my portfolio to the adviser named in this and will notify Perpetual immediately if I change adviser,
- I consent to the telephone recording policy,
- I will provide the trustee with all necessary information under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006, rules and other subordinate instruments,
- I am eligible to be a member of Perpetual Private Super and Pension Wrap based on the eligibility criteria outlined in the PDS, or advice received from my adviser,
- if submitting contributions I am eligible to contribute based on the eligibility criteria outlined in the *Understanding superannuation* section of the PDS or advice received from my adviser,
- if I have selected an illiquid investment or where I have selected an investment which has now become illiquid, I understand that the nature of such an investment may mean that should I, at a future time, request that the illiquid part or all of my portfolio be rolled over or transferred, my request may not be able to be processed within the standard 30 day period. I also understand that any illiquid part of my requested rollover/transfer amount will generally not take longer than 12 months to process,
- I authorise the trustee to follow up any outstanding issues with my rollover institutions,
- in making this or additional applications in respect of underlying investments, I may not have the most up to date disclosure relating to those investments and I may not be aware of all material changes in relation to those investments,
- I may apply for further products from Perpetual in the future. The information provided by me in this application form, or to my financial adviser, to enable the Perpetual group to comply with the US Foreign Account Tax Compliance Act, its supporting regulations and any related laws designed to implement those laws in Australia (FATCA) is correct and where relevant reflects my tax status for the purposes of FATCA. I will promptly notify Perpetual and provide Perpetual with any changes to the information provided by me in connection with FATCA and on request with any further information which is necessary or desirable for Perpetual to comply with any obligations it may have in connection with FATCA,
- if I do not provide the trustee with information as requested, or there is a delay in providing the trustee with this information, I understand that the trustee may not be able to open my account. I understand the trustee is not liable for any loss incurred by me as a result of any action of the trustee which either delays the account being opened or results in this application being declined, when these actions are necessary for the trustee to process my application,

- for anything which requires something to be done by me (eg arranging for rollover amounts to be paid to the trustee), I will do that thing or those things as soon as possible or as otherwise agreed with the trustee, and
- all information on this application is true and correct and I understand that the trustee is relying on the information in connection with carrying out its various duties and functions.

**For investors claiming a tax deduction for personal contributions:** I understand the restrictions on lodging or varying my deduction notice as outlined in the *Operating your account* section in the PDS:

- if I have completed the deduction notice sections in question 10A, 15A or 15C and I have not previously lodged a notice with the fund for these contributions, I confirm:
  - I am lodging the notice(s) before both of the following dates: the day that I lodged my income tax return for the year(s) stated and the end of the income year after the year(s) stated for the respective contribution(s), and
  - at the time of completing the notice(s): I intend to claim the personal contributions stated in the deduction notice as a tax deduction in the year(s) stated; the trustee has not begun to pay a pension based in whole or part on these contributions; I have not included these contributions in an earlier notice; and the fund still holds these contributions, and
  - I understand that I cannot vary this notice after the pension has commenced.

**For downsizer contributions:** I declare that I am eligible to make a downsizer contribution and acknowledge that I understand and satisfy the legislative requirements for such contributions.

**For investors signing under power of attorney:** I have no notice of the revocation of the power of attorney.

**For investors who are or have been outside of Australia:** the trustee does not intend this financial product to be marketed directly or indirectly to applicants outside of Australia. I acknowledge that neither the Trustee nor my financial adviser has marketed or promoted this financial product outside of Australia to me,

**For child contributions:** This form is to be signed by the child's parent or guardian, who acknowledges and declares as follows:

- I accept all responsibility for the decision to make this investment on my child's/ward's behalf, and
- I will not hold the trustee responsible in the event that this investment proves unsuitable for my child/ward.

**For investors accessing the PDS online:** I have received personally the electronic PDS or a paper printout of the electronic PDS accompanied by or attached to this application form at the same time as I received this application form.

By signing below I agree to Privacy Statement which describes the handling of my personal information, including direct marketing.

**I acknowledge that investments in the Perpetual Private Super Wrap are subject to investment risk, including possible delays in repayment and loss of income or principal invested. I further acknowledge that neither Perpetual Superannuation Limited, Perpetual Trustee Company Limited, nor any other member company of the Perpetual Group, guarantees the performance of, or the repayment of capital from, Perpetual Private Super and Pension Wrap.**

Signature (in black ink)

Date  /  /

Title  Mr  Mrs  Miss  Ms Other

Name

## 18. Perpetual adviser use only

Applicant: myClient ID

### Have you completed your application?

**i** If you haven't done so already, review the *Application checklist* on pages 53 and 54 to ensure there are no delays in opening your account.

Please send your completed original application and all accompanying documents to: Perpetual Private Wrap  
GPO Box 5230  
Sydney NSW 2001

If you have any further questions about completing this application please contact your adviser.

**GUIDE TO COMPLETING THIS FORM**

- o Complete one form for each individual. Complete all applicable sections of this form in **BLOCK LETTERS**.
- o Tax information must be collected from the individual
- o Contact your licensee if you have any queries.

**SECTION 1: PERSONAL DETAILS**

Surname  Date of Birth dd/mm/yyyy

Full Given Name(s)

Residential Address (PO Box is NOT acceptable)  
Street

Suburb  State  Postcode  Country

**COMPLETE THIS PART IF INDIVIDUAL IS A SOLE TRADER**

Full Business Name (if any)  ABN (if any)

Principal Place of Business (if any) (PO Box is NOT acceptable)  
Street

Suburb  State  Postcode  Country

**SECTION 2: TAX INFORMATION**

*Tax Residency rules differ by country. Whether an individual is tax resident of a particular country is often (but not always) based on the amount of time a person spends in a country, the location of a person's residence or place of work. For the US, tax residency can be as a result of citizenship or residency.*

Please answer **both** tax residency questions:

Is the individual a tax resident of Australia? Yes  No

Is the individual a tax resident of another Country? Yes  No

**If the individual is a tax resident of a country other than Australia, please provide their tax identification number (TIN) or equivalent below. If they are a tax resident of more than one other country, please list all relevant countries below.**

*A TIN is the number assigned by each country for the purposes of administering tax laws. This is the equivalent of a Tax File Number in Australia or a Social Security Number in the US. If a TIN is not provided, please list one of the three reasons specified (A, B or C) for not providing a TIN.*

1.	Country <input type="text"/>	TIN <input type="text"/>	If no TIN, list reason A, B or C <input type="text"/>
2.	Country <input type="text"/>	TIN <input type="text"/>	If no TIN, list reason A, B or C <input type="text"/>
3.	Country <input type="text"/>	TIN <input type="text"/>	If no TIN, list reason A, B or C <input type="text"/>

If there are more countries, provide details on a separate sheet and tick this box.

**Reason A** The country of tax residency does not issue TINs to tax residents

**Reason B** The individual has not been issued with a TIN

**Reason C** The country of tax residency does not require the TIN to be disclosed

**SECTION 3: VERIFICATION PROCEDURE**

Verify the **individual's** full name; and **EITHER** their date of birth or residential address.

- o Complete Part I (or if the individual does not own a document from Part I, then complete either Part II or III.)
- o Contact your licensee if the individual is unable to provide the required documents.

**PART I – ACCEPTABLE PRIMARY PHOTOGRAPHIC ID DOCUMENTS**

<b>Tick ✓</b>	Select ONE valid option from this section only
<input type="checkbox"/>	Australian State / Territory driver's licence containing a photograph of the person
<input type="checkbox"/>	Australian passport (a passport that has expired within the preceding 2 years is acceptable)
<input type="checkbox"/>	Card issued under a State or Territory for the purpose of proving a person's age containing a photograph of the person
<input type="checkbox"/>	Foreign passport or similar travel document containing a photograph and the signature of the person*

**PART II – ACCEPTABLE SECONDARY ID DOCUMENTS – should only be completed if the individual does not own a document from Part I**

<b>Tick ✓</b>	Select ONE valid option from this section
<input type="checkbox"/>	Australian birth certificate
<input type="checkbox"/>	Australian citizenship certificate
<input type="checkbox"/>	Pension card issued by Department of Human Services (previously known as Centrelink)
<b>Tick ✓</b>	<b>AND ONE</b> valid option from this section
<input type="checkbox"/>	A document issued by the Commonwealth or a State or Territory within the preceding 12 months that records the provision of financial benefits to the individual and which contains the individual's name and residential address
<input type="checkbox"/>	A document issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by the individual to the Commonwealth (or by the Commonwealth to the individual), which contains the individual's name and residential address. <i>Block out the TFN before scanning, copying or storing this document.</i>
<input type="checkbox"/>	A document issued by a local government body or utilities provider within the preceding 3 months which records the provision of services to that address or to that person (the document must contain the individual's name and residential address)
<input type="checkbox"/>	If under the age of 18, a notice that: was issued to the individual by a school principal within the preceding 3 months; and contains the name and residential address; and records the period of time that the individual attended that school

**PART III – ACCEPTABLE FOREIGN PHOTOGRAPHIC ID DOCUMENTS – should only be completed if the individual does not own a document from Part I**

<b>Tick ✓</b>	Select ONE valid option from this section only
<input type="checkbox"/>	Foreign driver's licence that contains a photograph of the person in whose name it issued and the individual's date of birth*
<input type="checkbox"/>	National ID card issued by a foreign government containing a photograph and a signature of the person in whose name the card was issued*

\*Documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator.

**IMPORTANT NOTE:**

- **Either attach a legible certified copy of the ID documentation used to verify the individual (and any required translation) OR**
- **Alternatively, if agreed between your licensee and the product issuer, complete the Record of Verification Procedure section below and DO NOT attach copies of the ID Documents**

**SECTION 4: RECORD OF VERIFICATION PROCEDURE**

ID DOCUMENT DETAILS	Document 1	Document 2 (if required)
Verified From	<input type="checkbox"/> Original <input type="checkbox"/> Certified Copy	<input type="checkbox"/> Original <input type="checkbox"/> Certified Copy
Document Issuer		
Issue Date		
Expiry Date		
Document Number		
Accredited English Translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted

By completing and signing this Record of Verification Procedure I declare that:

- an identity verification procedure has been completed in accordance with the AML/CTF Rules, in the capacity of an AFSL holder or their authorised representative and
- the tax information provided is reasonable considering the documentation provided.

AFS Licensee Name	<input type="text"/>	AFSL No.	<input type="text"/>
Representative/ Employee Name	<input type="text"/>	Phone No.	<input type="text"/>
Signature	<input type="text"/>	Date Verification Completed	<input type="text"/>

# PERPETUAL PRIVATE SUPER WRAP DIRECT DEBIT REQUEST

This form is to authorise us to debit another financial institution and make regular payments to your Perpetual Private Super Wrap account.

PLEASE USE BLACK INK

## 1. Personal details

Account number

Account name

## 2. Direct debit details

This form is used to establish a **regular savings plan** and cannot be used for a one off direct debit. For one off payments please use BPAY, Cheque or EFT payments.

**Type of request**

- New plan (a copy of a bank statement that is less than six months old is required)
- Amendment to an existing plan
- Cancel an existing plan

**Frequency** (contributions will be deducted on, or close to, the 8th day of each month)

- Monthly
- Quarterly in March, June, September and December
- Half-yearly in June and December
- Annually in June

**Total amount** (Super Wrap minimum: \$250)

\$

**Contribution type** (please select one only)

- Personal contribution\*
- Employer superannuation guarantee contribution
- Employer salary sacrifice contribution
- Employer other contribution
- Spouse contribution
- Child contribution

\* To claim a deduction, we require you to complete a *Deduction notice for personal contributions* available from the platform or the NAT 71121 form, available from the Australian Tax Office website.

Direct debit contributions will be deposited to your Cash Account on the second business day following the deduction. When nominating your contribution please complete the gross amount. Contributions tax, where applicable, will be deducted from the gross amount.

## 3. Australian financial institution details

Australian financial institution name

Branch location

BSB

Account number

Account name

I have attached a copy of a bank statement that is less than six months old for the account to be debited.

## 4. Declaration and signature

I/We wish to participate in the Perpetual Private Super Wrap direct debit and I/we agree to be bound by the service agreement terms and conditions. I/We request you, until further notice in writing, to debit the nominated account with any amount which Perpetual or Macquarie Investment Management Limited ABN 66 002 867 003 AFSL 237 492 RSEL L0001281 (User ID 013402) (MIML) may debit or charge me/us in connection with my/their Superannuation direct debit, through BECS (Bulk Electronic Clearing System).

I/We have completed all relevant sections of this form. I/We understand and acknowledge that:

1. My/Our nominated financial institution may in its absolute discretion decide the order of priority of payment by it of any monies pursuant to this request or any authority or mandate.
2. The financial institution may, in its absolute discretion, at any time by notice in writing to me/us, terminate this request as to future debits.
3. Perpetual may, by prior notice in writing to me/us within 14 days, vary the timing of future debits.
4. Monthly contributions will be deducted on, or close to, the 8th day of each month. Where the 8th day of the month does not fall on a business day and I am/we are uncertain whether sufficient cleared money will be available to meet the direct debit, I/we will contact the financial institution directly and ensure that sufficient cleared money is available.
5. I/We can modify or defer this direct debit at any time by giving Perpetual 14 days notice, in writing. I/We need to do this by the 24th day of the month for the change that I/we am/are requesting to take effect in the following month.
6. I/We can stop or cancel this direct debit at any time by giving Perpetual 14 days notice in writing. I/We need to do this by the 24th day of the month for the cancellation to take effect in the following month. Alternatively, I/we can cancel my/our direct debit by taking all of my money out of Perpetual Private Super Wrap.
7. If at any time I/we feel that a direct debit against my nominated account is inappropriate or wrong it is my/our responsibility to notify Perpetual as soon as possible.
8. Direct debiting through BECS is not available on all accounts. I/We can check my account details against a recent statement or check with the financial institution as to whether I/we can request a direct debit from my/our account.
9. It is my/our responsibility to ensure that there is sufficient cleared money in my/our nominated account to honour the direct debit request (DDR) for my/our direct debit. I/We understand that my/our direct debit will be automatically cancelled if three direct debit payments are dishonoured because of insufficient money within a 12 month period. Perpetual will give me/us 14 days notice in writing if they intend to cancel my/our plan. Perpetual will also charge the cost of dishonoured direct debits and any loss in the price of the units I/we was/were due to buy against my/our account.
10. Perpetual may need to pass on details of my/our direct debit request to their sponsor bank in BECS to assist with the checking of any incorrect or wrongful debits to my/our nominated account.

**This form must be signed as per the account signing instructions for the account being debited.**

Signature (in black ink)

Name

Date

 /  / 

Signature (in black ink)

Name

Date

 /  / 

1. Please ensure your client signs the form
2. Retain a copy for your records
3. Send this form to:

**Perpetual Private Wrap**

GPO Box 5230

Sydney NSW 2001

Fax number 1800 097 318

If you have any questions about completing this form – Clients please contact your financial adviser, Advisers please contact us on **1800 099 652**.



# PERPETUAL PRIVATE SUPER WRAP ROLLOVER AUTHORITY

Use this form to roll your superannuation benefits into your Perpetual Private Super Wrap account.

- \* Do not cancel any existing insurance cover until your application for insurance has been assessed and accepted by the insurer. If you do not want your current insurance cover cancelled, do not complete this rollover authority, if you are redeeming your full balance.
- \* Ensure that your existing investment is clearly detailed below for the institution from which you are transferring.
- \* Rolling over your super benefit to Perpetual may limit your ability to lodge or vary deduction notice for personal contributions made to the fund from which you are transferring.
- \* Please complete, sign and return this request to Perpetual Private Wrap.

PLEASE USE BLACK INK.

## 1. Rollover details

Please contact your existing superannuation provider to confirm if they have any additional requirements before they can action this rollover authority. Please complete all details and ensure that you provide us with a valid Australian Business Number (ABN) and Unique Superannuation Identifier (USI).

To (paying institution)

Address (paying institution)

Street number and name or PO Box

Suburb

State  Postcode

Phone number (paying institution)

Account/membership/policy name

Account/membership/policy number

ABN

USI

Is the source of this rollover a complying income stream?  
 (Pension Wrap only)  Yes  No

Does this rollover contain a UK transfer amount?  Yes  No

Amount to be transferred  Entire balance (your account will be closed)  
 Estimated balance \$   
 Partial amount of \$

Account receiving the transfer  Perpetual Private Super Wrap (USI – 22897174641174)

Perpetual Private Pension Wrap (USI – 22897174641175)

## 2. Personal details

Account number (if known)

Title  Mr  Mrs  Miss  Ms Other

Gender  Male  Female

Given name(s)

Date of birth  /  /

Surname

Postal address

Street number and name or PO Box

Suburb

State  Postcode

Residential address (leave blank if the same as your mailing address)

Street number and name

Suburb

State  Postcode

If your personal details have changed, you may need to contact your existing superannuation provider and update their records before they action this authority.

### 3. Cheque payment details

Required when an electronic rollover payment is not being made by the paying superannuation fund.

Please forward the cheque for the Transfer, this original completed form and any other relevant documentation to:

<input type="checkbox"/> <b>Perpetual Private Wrap</b> GPO Box 5230 Sydney NSW 2001	<input type="checkbox"/> The following address
Name	<input type="text"/>
Address	<input type="text"/>

Cheque should be made payable to: **PSL – Private Super Wrap (full account name) or PSL – Private Pension Wrap (full account name)**

### 4. Proof of identity (optional)

Your existing superannuation provider may require documentation with this transfer request to prove you are the person to whom the superannuation entitlements belong. We encourage you to contact your existing superannuation provider to determine what documentation is required.

I have attached a certified copy of my driver's licence or passport (optional)

#### Certification of personal document requirements

All copied pages of ORIGINAL proof of identification documents (including any linking documents) need to be certified as true copies by any individual approved to do so (see below). The person who is authorised to certify documents must sight the original and the copy and make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping 'certified true copy' followed by their signature, printed name, qualification (eg Justice of the Peace, Australia Post employee, etc) and date.

The following can certify copies of the originals as true and correct copies:

- a permanent employee of Australia Post with five or more years of continuous service
- a finance company officer with five or more years of continuous service (with one or more finance companies)

- an officer with, or authorised representative of, a holder of an Australian Financial Services Licence (AFSL), having five or more years continuous service with one or more licensees
- a notary public officer
- a police officer
- a registrar or deputy registrar of a court
- a Justice of the Peace
- a person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner
- an Australian consular officer or an Australian diplomatic officer
- a judge of a court
- a magistrate, or a Chief Executive Officer of a Commonwealth court.

### 5. Declaration and signature

I hereby request that the rollover institution named above complete the transfer of benefits from my account/policy to Perpetual Superannuation Limited (PSL) ABN 84 008 416 831 as trustee of Perpetual Super Wrap ABN 22 897 174 641, a superannuation fund established to comply with the requirements of the Superannuation Industry (Supervision) Act. By giving this authorisation to transfer my benefits:

- I hereby give the rollover institution named above authority to provide any and all relevant information to PSL.
- I discharge the trustee of my previous fund from any further liability in respect of my superannuation benefit once the transfer to PSL has been completed.
- I am aware that I may ask the trustee of my previous fund for information to understand any benefit entitlements that I may have, including information about any fees or charges that may apply to the rollover, or information about the effect of the rollover on any benefit entitlements I may have, and I do not require any further information.

- I authorise the deduction of any final fees that may be applicable as a result of the transfer.

#### Signature (in black ink)

Name

Date  /  /

	SPIN	USI	
Perpetual Private Super Wrap	PER0667AU	22897174641174	ABN 22 897 174 641
Perpetual Private Pension Wrap	PER0665AU	22897174641175	

In reference the above superannuation fund, I confirm that:

1. The trustee of the Fund is an approved trustee by the Australian Prudential Regulation Authority under the Superannuation Industry (Supervision) Act 1993 (SIS).
2. The Fund is a regulated superannuation plan for the purposes of SIS.
3. It is the intention of the trustee that the Fund will be administered so that it will be taxed as a complying superannuation fund.
4. The trust deed of the Fund allows benefits to be transferred to the Fund and the Fund can accept and hold preserved benefits in the manner prescribed under SIS.
5. The trust deed of Fund allows the Fund to accept contributions, including employer contributions.

Yours faithfully

**Directors**  
**Perpetual Superannuation Limited**

1. Please ensure your client signs the form
2. Retain a copy for your records
3. Send this form to:  
**Perpetual Private Wrap**  
GPO Box 5230  
Sydney NSW 2001



If you have any questions about completing this form – Clients please contact your financial adviser, Advisers please contact us on **1800 099 652**.



# PERPETUAL PRIVATE SUPER WRAP ROLLOVER AUTHORITY

Use this form to roll your superannuation benefits into your Perpetual Private Super Wrap account.

- \* Do not cancel any existing insurance cover until your application for insurance has been assessed and accepted by the insurer. If you do not want your current insurance cover cancelled, do not complete this rollover authority, if you are redeeming your full balance.
- \* Ensure that your existing investment is clearly detailed below for the institution from which you are transferring.
- \* Rolling over your super benefit to Perpetual may limit your ability to lodge or vary deduction notice for personal contributions made to the fund from which you are transferring.
- \* Please complete, sign and return this request to Perpetual Private Wrap.

PLEASE USE BLACK INK.

## 1. Rollover details

Please contact your existing superannuation provider to confirm if they have any additional requirements before they can action this rollover authority. Please complete all details and ensure that you provide us with a valid Australian Business Number (ABN) and Unique Superannuation Identifier (USI).

To (paying institution)

Address (paying institution)

Street number and name or PO Box

Suburb  State  Postcode

Phone number (paying institution)

Account/membership/policy name  Account/membership/policy number

ABN  USI

Is the source of this rollover a complying income stream?  Yes  No  
(Pension Wrap only)

Does this rollover contain a UK transfer amount?  Yes  No

Amount to be transferred  Entire balance (your account will be closed)  
 Estimated balance \$   
 Partial amount of \$

Account receiving the transfer  Perpetual Private Super Wrap (USI – 22897174641174)  
 Perpetual Private Pension Wrap (USI – 22897174641175)

## 2. Personal details

Account number (if known)

Title  Mr  Mrs  Miss  Ms Other  Gender  Male  Female

Given name(s)  Date of birth  /  /

Surname

Postal address

Street number and name or PO Box

Suburb  State  Postcode

Residential address (leave blank if the same as your mailing address)

Street number and name

Suburb  State  Postcode

If your personal details have changed, you may need to contact your existing superannuation provider and update their records before they action this authority.

### 3. Cheque payment details

Required when an electronic rollover payment is not being made by the paying superannuation fund.

Please forward the cheque for the Transfer, this original completed form and any other relevant documentation to:

<input type="checkbox"/> <b>Perpetual Private Wrap</b> GPO Box 5230 Sydney NSW 2001	<input type="checkbox"/> The following address
Name	<input type="text"/>
Address	<input type="text"/>

Cheque should be made payable to: **PSL – Private Super Wrap (full account name) or PSL – Private Pension Wrap (full account name)**

### 4. Proof of identity (optional)

Your existing superannuation provider may require documentation with this transfer request to prove you are the person to whom the superannuation entitlements belong. We encourage you to contact your existing superannuation provider to determine what documentation is required.

I have attached a certified copy of my driver's licence or passport (optional)

#### Certification of personal document requirements

All copied pages of ORIGINAL proof of identification documents (including any linking documents) need to be certified as true copies by any individual approved to do so (see below). The person who is authorised to certify documents must sight the original and the copy and make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping 'certified true copy' followed by their signature, printed name, qualification (eg Justice of the Peace, Australia Post employee, etc) and date.

The following can certify copies of the originals as true and correct copies:

- a permanent employee of Australia Post with five or more years of continuous service
- a finance company officer with five or more years of continuous service (with one or more finance companies)

- an officer with, or authorised representative of, a holder of an Australian Financial Services Licence (AFSL), having five or more years continuous service with one or more licensees
- a notary public officer
- a police officer
- a registrar or deputy registrar of a court
- a Justice of the Peace
- a person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner
- an Australian consular officer or an Australian diplomatic officer
- a judge of a court
- a magistrate, or a Chief Executive Officer of a Commonwealth court.

### 5. Declaration and signature

I hereby request that the rollover institution named above complete the transfer of benefits from my account/policy to Perpetual Superannuation Limited (PSL) ABN 84 008 416 831 as trustee of Perpetual Super Wrap ABN 22 897 174 641, a superannuation fund established to comply with the requirements of the Superannuation Industry (Supervision) Act. By giving this authorisation to transfer my benefits:

- I hereby give the rollover institution named above authority to provide any and all relevant information to PSL.
- I discharge the trustee of my previous fund from any further liability in respect of my superannuation benefit once the transfer to PSL has been completed.
- I am aware that I may ask the trustee of my previous fund for information to understand any benefit entitlements that I may have, including information about any fees or charges that may apply to the rollover, or information about the effect of the rollover on any benefit entitlements I may have, and I do not require any further information.

- I authorise the deduction of any final fees that may be applicable as a result of the transfer.

#### Signature (in black ink)

Name

Date  /  /

	SPIN	USI	
Perpetual Private Super Wrap	PER0667AU	22897174641174	ABN 22 897 174 641
Perpetual Private Pension Wrap	PER0665AU	22897174641175	

In reference the above superannuation fund, I confirm that:

1. The trustee of the Fund is an approved trustee by the Australian Prudential Regulation Authority under the Superannuation Industry (Supervision) Act 1993 (SIS).
2. The Fund is a regulated superannuation plan for the purposes of SIS.
3. It is the intention of the trustee that the Fund will be administered so that it will be taxed as a complying superannuation fund.
4. The trust deed of the Fund allows benefits to be transferred to the Fund and the Fund can accept and hold preserved benefits in the manner prescribed under SIS.
5. The trust deed of Fund allows the Fund to accept contributions, including employer contributions.

Yours faithfully

**Directors**  
**Perpetual Superannuation Limited**

1. Please ensure your client signs the form
2. Retain a copy for your records
3. Send this form to:  
**Perpetual Private Wrap**  
GPO Box 5230  
Sydney NSW 2001



If you have any questions about completing this form – Clients please contact your financial adviser, Advisers please contact us on **1800 099 652**.

# PERPETUAL PRIVATE SUPER WRAP NON-LAPSING DEATH BENEFIT NOMINATION

Use this form to nominate a beneficiary for your superannuation benefits to be paid upon your death.

**Before you make a nomination remember: You can nominate your legal personal representative and/or one or more of your dependants as defined under superannuation law.**

**If you have insufficient room to list all beneficiaries, please complete an additional Non-lapsing death benefit nomination form and attach to this form. If no valid nomination is made Perpetual will pay your benefit to a dependant(s) or your Legal Personal Representative as outlined in the Product Disclosure Statement (PDS).**

Please use black ink and print in capitals. Mark boxes with an (X) where applicable.

## 1. Personal details

Title

Mr  Mrs  Miss  Ms Other

Given name(s)

Surname

Account number (if known)

If you have more than one account held in Perpetual Private Super Wrap and Pension Wrap, please list the account numbers that this nomination applies to below. If you do not specify any accounts, your nomination will apply only to the account nominated above, or to the account opened from the application that this form is attached to.

This nomination is to apply to all my existing Perpetual Private Super Wrap and Pension Wrap accounts, or

This nomination applies to the accounts listed below:




## 2. Nomination

**IMPORTANT – BEFORE YOU COMPLETE THIS SECTION**

- We require this as an original form – please do not fax or scan it in.
- To establish a valid nomination ensure no alterations are made on this form.
- **Column F below (Share of death benefit) must total 100%.**

**Upon my death I direct Perpetual Superannuation Limited (PSL) in its capacity as trustee of the Perpetual Super Wrap to distribute my account balance as follows:**

A) Nominee (full name)	B) Nominee's relationship to you	C) Gender	D) Date of birth	E) Is a child pension required?	F) Share of death benefit
<b>Legal Personal Representative (your estate)</b> If you have nominated 100% of the benefit allocation to your Legal Personal Representative do not complete any further nominations.	N/A	N/A	N/A	N/A	<input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Spouse	<input type="checkbox"/> Male	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="checkbox"/> Yes	<input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Child	<input type="checkbox"/> Female			
<input type="text"/>	<input type="checkbox"/> Interdependant				
<input type="text"/>	<input type="checkbox"/> Financial dependant				
<input type="text"/>	<input type="checkbox"/> Spouse	<input type="checkbox"/> Male	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="checkbox"/> Yes	<input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Child	<input type="checkbox"/> Female			
<input type="text"/>	<input type="checkbox"/> Interdependant				
<input type="text"/>	<input type="checkbox"/> Financial dependant				
<input type="text"/>	<input type="checkbox"/> Spouse	<input type="checkbox"/> Male	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="checkbox"/> Yes	<input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Child	<input type="checkbox"/> Female			
<input type="text"/>	<input type="checkbox"/> Interdependant				
<input type="text"/>	<input type="checkbox"/> Financial dependant				
<b>TOTAL:</b>					<b>100 %</b>

Unless a child pension has been specified your death benefit will be paid in a form determined by PSL after your death and having consulted your beneficiaries. Where one or more child pensions are specified please also complete a child pension schedule, available from your adviser.

### 3. Declaration

I understand that this nomination will be binding on the trustee if the trustee consents to it and will be valid until they consent to a valid change of nomination from me, which replaces any previous nomination/s provided by me to the trustee. I understand that if I have revoked a previous nomination and wish to make a new nomination in the future, I will need to complete a new form.

I acknowledge that if my nomination specifies one or more Child Pensions on behalf of my children that my nomination cannot be accepted by the trustee until a child pension schedule is also completed for each pension.

#### Signature of member (in black ink)

**Note: This form cannot be signed under Power of Attorney**

Name

Declaration date

 /  / 

Title

 Mr Mrs Miss Ms

Other

**Your signature must be witnessed by two people, each of whom is 18 years or older and is not named as a nominee on the form.**

**Before me, on the date indicated above as the Declaration Date.**

#### Signature of first witness (in black ink)

Name

Title

 Mr Mrs Miss Ms

Other

**Before me, on the date indicated above as the Declaration Date.**

#### Signature of second witness (in black ink)

Name

Title

 Mr Mrs Miss Ms

Other

- Amendments to your nomination **cannot be accepted** (please complete a new form in that case).
- We require this as an original form – please **do not** fax or scan it in.
- In section 2, column F (*Share of death benefit*) **must total 100%**.
- This form must be signed by the member and both witnesses **at the same time**.

### Checklist

**Please note that amendments to your nomination cannot be accepted. In the event of an error please complete a new non-lapsing death benefit nomination.**

**To ensure that your non-lapsing death benefit nomination is processed correctly, please check you have:**

- completed all of your personal details and your beneficiaries' details
- signed and dated the declaration
- your two witnesses' completed details and signatures, and
- if nominated in section 2, column E, completed a child pension schedule (available from your adviser).

**Important: This form must be signed by the member and both witnesses at the same time.**

# Tax file number declaration

Information you provide in this declaration will allow your payer to work out how much tax to withhold from payments made to you.

— This is not a TFN application form.  
To apply for a TFN, go to [ato.gov.au/tfn](http://ato.gov.au/tfn)

## ! Terms we use

When we say:

- **payer**, we mean the business or individual making payments under the pay as you go (PAYG) withholding system
- **payee**, we mean the individual being paid.

## Who should complete this form?

You should complete this form before you start to receive payments from a new payer – for example:

- payments for work and services as an employee, company director or office holder
- payments under return-to-work schemes, labour hire arrangements or other specified payments
- benefit and compensation payments
- superannuation benefits.

! You need to provide all information requested on this form. Providing the wrong information may lead to incorrect amounts of tax being withheld from payments made to you.

! You don't need to complete this form if you:

- are a beneficiary wanting to provide your tax file number (TFN) to the trustee of a closely held trust. For more information, visit [ato.gov.au/trustsandtfnwithholding](http://ato.gov.au/trustsandtfnwithholding)
- are receiving superannuation benefits from a super fund and have been taken to have quoted your TFN to the trustee of the super fund
- want to claim the seniors and pensioners tax offset by reducing the amount withheld from payments made to you. You should complete a withholding declaration form (NAT 3093)
- want to claim a zone, overseas forces or invalid and invalid carer tax offset by reducing the amount withheld from payments made to you. You should complete a withholding declaration form (NAT 3093).

> For more information about your entitlement, visit [ato.gov.au/taxoffsets](http://ato.gov.au/taxoffsets)



## Section A: To be completed by the payee

### Question 1

#### What is your tax file number (TFN)?

You should give your TFN to your employer only after you start work for them. Never give your TFN in a job application or over the internet.

- ⊖ We and your payer are authorised by the *Taxation Administration Act 1953* to request your TFN. It's not an offence not to quote your TFN. However, quoting your TFN reduces the risk of administrative errors and having extra tax withheld. Your payer is required to withhold the top rate of tax from all payments made to you if you do not provide your TFN or claim an exemption from quoting your TFN.

#### How do you find your TFN?

You can find your TFN on any of the following:

- your income tax notice of assessment
- correspondence we send you
- a payment summary your payer issues to you.

If you have a tax agent, they may also be able to tell you.

If you still can't find your TFN, you can:

- phone us on **13 28 61** between 8.00am and 6.00pm, Monday to Friday.

If you phone or visit us, we need to know we are talking to the correct person before discussing your tax affairs. We will ask you for details only you, or your authorised representative, would know.

#### You don't have a TFN

If you don't have a TFN and want to provide a TFN to your payer, you will need to apply for one.

For more information about applying for a TFN, visit [ato.gov.au/tfn](http://ato.gov.au/tfn)

#### You may be able to claim an exemption from quoting your TFN.

Print X in the appropriate box if you:

- have lodged a TFN application form or made an enquiry to obtain your TFN. You now have 28 days to provide your TFN to your payer, who must withhold at the standard rate during this time. After 28 days, if you haven't given your TFN to your payer, they will withhold the top rate of tax from future payments
- are claiming an exemption from quoting a TFN because you are under 18 years of age and do not earn enough to pay tax, or you are an applicant or recipient of certain pensions, benefits or allowances from the:
  - Department of Human Services – however, you will need to quote your TFN if you receive a Newstart, Youth or sickness allowance, or an Austudy or parenting payment
  - Department of Veterans' Affairs – a service pension under the *Veterans' Entitlement Act 1986*
  - Military Rehabilitation and Compensation Commission.

#### Providing your TFN to your super fund

Your payer must give your TFN to the super fund they pay your contributions to. If your super fund doesn't have your TFN, you can provide it to them separately. This ensures:

- your super fund can accept all types of contributions to your accounts
- additional tax will not be imposed on contributions as a result of failing to provide your TFN
- you can trace different super accounts in your name.

- For more information about providing your TFN to your super fund, visit [ato.gov.au/supereligibility](http://ato.gov.au/supereligibility)

### Question 2–5

Complete with your personal information.

#### Question 6

##### On what basis are you paid?

Check with your payer if you're not sure.

#### Question 7

##### Are you an Australian resident for tax purposes or a working holiday maker?

Generally, we consider you to be an Australian resident for tax purposes if you:

- have always lived in Australia or you have come to Australia and now live here permanently
- are an overseas student doing a course that takes more than six months to complete
- migrate to Australia and intend to reside here permanently.

If you go overseas temporarily and don't set up a permanent home in another country, you may continue to be treated as an Australian resident for tax purposes.

If you are in Australia on a working holiday visa (subclass 417) or a work and holiday visa (subclass 462) you must place an X in the working holiday maker box. Special rates of tax apply for working holiday makers.

- For more information about working holiday makers, visit [ato.gov.au/whm](http://ato.gov.au/whm)

If you're not an Australian resident for tax purposes or a working holiday maker, place an X in the foreign resident box, unless you are in receipt of an Australian Government pension or allowance.

Temporary residence can claim super when leaving Australia, if all requirements are met. For more information, visit [ato.gov.au/departaustralia](http://ato.gov.au/departaustralia)

#### ⊖ Foreign resident tax rates are different

A higher rate of tax applies to a foreign resident's taxable income and foreign residents are not entitled to a tax-free threshold nor can they claim tax offsets to reduce withholding, unless you are in receipt of an Australian Government pension or allowance.

- To check your Australian residency status for tax purposes or for more information, visit [ato.gov.au/residency](http://ato.gov.au/residency)

## Question 8

### Do you want to claim the tax-free threshold from this payer?

The tax-free threshold is the amount of income you can earn each financial year that is not taxed. By claiming the threshold, you reduce the amount of tax that is withheld from your pay during the year.

Answer **yes** if you want to claim the tax-free threshold, you are an Australian resident for tax purposes, and one of the following applies:

- you are not currently claiming the tax-free threshold from another payer
- you are currently claiming the tax-free threshold from another payer and your total income from all sources will be less than the tax-free threshold.

Answer **yes** if you are a foreign resident in receipt of an Australian Government pension or allowance.

Answer **no** if none of the above applies or you are a working holiday maker.

- ! If you receive any taxable government payments or allowances, such as Newstart, Youth Allowance or Austudy payment, you are likely to be already claiming the tax-free threshold from that payment.
- For more information about the current tax-free threshold, which payer you should claim it from, or how to vary your withholding rate, visit [ato.gov.au/taxfreethreshold](https://ato.gov.au/taxfreethreshold)

## Question 9

### (a) Do you have a Higher Education Loan Program (HELP), Student Start-up Loan (SSL) or Trade Support Loan (TSL) debt?

Answer **yes** if you have a HELP, SSL or TSL debt.

Answer **no** if you do not have a HELP, SSL or TSL debt, or you have repaid your debt in full.

- ! You have a HELP debt if either:
  - the Australian Government lent you money under HECS-HELP, FEE-HELP, OS-HELP, VET FEE-HELP or SA-HELP.
  - you have a debt from the previous Higher Education Contribution Scheme (HECS).

You have a SSL debt if you have an ABSTUDY SSL debt.

### (b) Do you have a Financial Supplement debt?

Answer **yes** if you have a Financial Supplement debt.

Answer **no** if you do not have a Financial Supplement debt, or you have repaid your debt in full.

- For information about repaying your HELP, SSL, TSL or Financial Supplement debt, visit [ato.gov.au/getloaninfo](https://ato.gov.au/getloaninfo)

### Have you repaid your HELP, SSL, TSL or Financial Supplement debt?

When you have repaid your HELP, SSL, TSL or Financial Supplement debt, you need to complete a *Withholding declaration* (NAT 3093) notifying your payer of the change in your circumstances.

#### ! Sign and date the declaration

Make sure you have answered all the questions in section A, then sign and date the declaration. Give your completed declaration to your payer to complete section B.

## Section B: To be completed by the payer

- ! Important information for payers – see the reverse side of the form.

#### ➤ Lodge online

Payers can lodge TFN declaration reports online if you have software that complies with our specifications.

For more information about lodging the TFN declaration report online, visit [ato.gov.au/lodgetfndeclaration](https://ato.gov.au/lodgetfndeclaration)

## More information

### Internet

- For general information about TFNs, tax and super in Australia, including how to deal with us online, visit our website at [ato.gov.au](http://ato.gov.au)
- For information about applying for a TFN on the web, visit our website at [ato.gov.au/tfn](http://ato.gov.au/tfn)
- For information about your super, visit our website at [ato.gov.au/checkyoursuper](http://ato.gov.au/checkyoursuper)

### Useful products

In addition to this TFN declaration, you may also need to complete and give your payer the following forms which you can download from our website at [ato.gov.au](http://ato.gov.au):

- *Medicare levy variation declaration* (NAT 0929), if you qualify for a reduced rate of Medicare levy or are liable for the Medicare levy surcharge. You can vary the amount your payer withholds from your payments.
- *Standard choice form* (NAT 13080) to choose a super fund for your employer to pay super contributions to. You can find information about your current super accounts and transfer any unnecessary super accounts through myGov after you have linked to the ATO. Temporary residents should visit [ato.gov.au/departaustralia](http://ato.gov.au/departaustralia) for more information about super.

Other forms and publications are also available from our website at [ato.gov.au/onlineordering](http://ato.gov.au/onlineordering) or by phoning **1300 720 092**.

### Phone

- Payee – for more information, phone **13 28 61** between 8.00am and 6.00pm, Monday to Friday. If you want to vary your rate of withholding, phone **1300 360 221** between 8.00am and 6.00pm, Monday to Friday.
- Payer – for more information, phone **13 28 66** between 8.00am and 6.00pm, Monday to Friday.

If you phone, we need to know we're talking to the right person before we can discuss your tax affairs. We'll ask for details only you, or someone you've authorised, would know. An authorised contact is someone you've previously told us can act on your behalf.

If you do not speak English well and need help from the ATO, phone the Translating and Interpreting Service on **13 14 50**.

If you are deaf, or have a hearing or speech impairment, phone the ATO through the National Relay Service (NRS) on the numbers listed below:

- TTY users – phone **13 36 77** and ask for the ATO number you need (if you are calling from overseas, phone **+61 7 3815 7799**)
- Speak and Listen (speech-to-speech relay) users – phone **1300 555 727** and ask for the ATO number you need (if you are calling from overseas, phone **+61 7 3815 8000**)
- Internet relay users – connect to the NRS on [relayservice.gov.au](http://relayservice.gov.au) and ask for the ATO number you need.

If you would like further information about the National Relay Service, phone **1800 555 660** or email [helpdesk@relayservice.com.au](mailto:helpdesk@relayservice.com.au)

### Privacy of information

Taxation law authorises the ATO to collect information and to disclose it to other government agencies. For information about your privacy, go to [ato.gov.au/privacy](http://ato.gov.au/privacy)

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### Our commitment to you

We are committed to providing you with accurate, consistent and clear information to help you understand your rights and entitlements and meet your obligations.

If you follow our information in this publication and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we must still apply the law correctly. If that means you owe us money, we must ask you to pay it but we will not charge you a penalty. Also, if you acted reasonably and in good faith we will not charge you interest.

If you make an honest mistake in trying to follow our information in this publication and you owe us money as a result, we will not charge you a penalty. However, we will ask you to pay the money, and we may also charge you interest. If correcting the mistake means we owe you money, we will pay it to you. We will also pay you any interest you are entitled to.

If you feel that this publication does not fully cover your circumstances, or you are unsure how it applies to you, you can seek further assistance from us.

We regularly revise our publications to take account of any changes to the law, so make sure that you have the latest information. If you are unsure, you can check for more recent information on our website at [ato.gov.au](http://ato.gov.au) or contact us.

This publication was current at **September 2017**.

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### Published by

Australian Taxation Office  
Canberra  
September 2017

JS 39383





Tax file number declaration

This declaration is NOT an application for a tax file number.

Use a black or blue pen and print clearly in BLOCK LETTERS.

Print X in the appropriate boxes.

Read all the instructions including the privacy statement before you complete this declaration.

ato.gov.au

Section A: To be completed by the PAYEE

1 What is your tax file number (TFN)?

For more information, see question 1 on page 2 of the instructions.

OR I have made a separate application/enquiry to the ATO for a new or existing TFN.

OR I am claiming an exemption because I am under 18 years of age and do not earn enough to pay tax.

OR I am claiming an exemption because I am in receipt of a pension, benefit or allowance.

2 What is your name? Title: Mr Mrs Miss Ms

Surname or family name

First given name

Other given names

3 What is your home address in Australia?

Suburb/town/locality

State/territory Postcode

4 If you have changed your name since you last dealt with the ATO, provide your previous family name.

5 What is your date of birth? Day Month Year

6 On what basis are you paid? (select only one) Full-time employment Part-time employment Labour hire Superannuation or annuity income stream Casual employment

7 Are you: (select only one) An Australian resident for tax purposes A foreign resident for tax purposes OR A working holiday maker

8 Do you want to claim the tax-free threshold from this payer? Only claim the tax-free threshold from one payer at a time, unless your total income from all sources for the financial year will be less than the tax-free threshold.

9 (a) Do you have a Higher Education Loan Program (HELP), Student Start-up Loan (SSL) or Trade Support Loan (TSL) debt? (b) Do you have a Financial Supplement debt?

DECLARATION by payee: I declare that the information I have given is true and correct.

Signature Date Day Month Year

There are penalties for deliberately making a false or misleading statement.

Once section A is completed and signed, give it to your payer to complete section B.

Section B: To be completed by the PAYER (if you are not lodging online)

1 What is your Australian business number (ABN) or withholding payer number? Branch number (if applicable)

2 If you don't have an ABN or withholding payer number, have you applied for one? Yes No

3 What is your legal name or registered business name (or your individual name if not in business)?

PERPETUAL

SUPER WRAP

4 What is your business address?

GPO BOX 5230

SYDNEY

Suburb/town/locality

State/territory Postcode

NSW 2001

5 What is your primary e-mail address? WRAP@ PERPETUAL.COM.AU

6 Who is your contact person? Business phone number

7 If you no longer make payments to this payee, print X in this box.

DECLARATION by payer: I declare that the information I have given is true and correct.

Signature of payer Date Day Month Year

There are penalties for deliberately making a false or misleading statement.

Return the completed original ATO copy to: Australian Taxation Office PO Box 9004 PENRITH NSW 2740

IMPORTANT See next page for: payer obligations lodging online.

Print form Save form Reset form

Sensitive (when completed)



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## Payer information

The following information will help you comply with your pay as you go (PAYG) withholding obligations.

### — Is your employee entitled to work in Australia?

It is a criminal offence to knowingly or recklessly allow someone to work, or to refer someone for work, where that person is from overseas and is either in Australia illegally or is working in breach of their visa conditions.

People or companies convicted of these offences may face fines and/or imprisonment. To avoid penalties, ensure your prospective employee has a valid visa to work in Australia before you employ them. For more information and to check a visa holder's status online, visit the Department of Immigration and Border Protection website at [border.gov.au](http://border.gov.au)

### Is your payee working under a working holiday visa (subclass 417) or a work and holiday visa (subclass 462)?

Employers of workers under these two types of visa need to register with the ATO, see [ato.gov.au/whmreg](http://ato.gov.au/whmreg)

For the tax table "working holiday maker" visit our website at [ato.gov.au/taxtables](http://ato.gov.au/taxtables)

## Payer obligations

If you withhold amounts from payments, or are likely to withhold amounts, the payee may give you this form with section A completed. A TFN declaration applies to payments made after the declaration is provided to you. The information provided on this form is used to determine the amount of tax to be withheld from payments based on the PAYG withholding tax tables we publish. If the payee gives you another declaration, it overrides any previous declarations.

### Has your payee advised you that they have applied for a TFN, or enquired about their existing TFN?

Where the payee indicates at question 1 on this form that they have applied for an individual TFN, or enquired about their existing TFN, they have 28 days to give you their TFN. **You must withhold tax for 28 days at the standard rate according to the PAYG withholding tax tables.** After 28 days, if the payee has not given you their TFN, you must then withhold the top rate of tax from future payments, unless we tell you not to.

### If your payee has not given you a completed form you must:

- notify us within 14 days of the start of the withholding obligation by completing as much of the payee section of the form as you can. Print 'PAYER' in the payee declaration and lodge the form – see 'Lodging the form'.
- withhold the top rate of tax from any payment to that payee.

- For a full list of tax tables, visit our website at [ato.gov.au/taxtables](http://ato.gov.au/taxtables)

## Lodging the form

You need to lodge TFN declarations with us within 14 days after the form is either signed by the payee or completed by you (if not provided by the payee). **You need to retain a copy of the form for your records.** For information about storage and disposal, see below.

You may lodge the information:

- **online** – lodge your TFN declaration reports using software that complies with our specifications. There is no need to complete section B of each form as the payer information is supplied by your software.
- **by paper** – complete section B and send the original to us within 14 days.

- For more information about lodging your TFN declaration report online, visit our website at [ato.gov.au/lodgetfndeclaration](http://ato.gov.au/lodgetfndeclaration)

## Provision of payee's TFN to the payee's super fund

If you make a super contribution for your payee, you need to give your payee's TFN to their super fund on the day of contribution, or if the payee has not yet quoted their TFN, within 14 days of receiving this form from your payee.

## Storing and disposing of TFN declarations

The TFN Rule issued under the *Privacy Act 1988* requires a TFN recipient to use secure methods when storing and disposing of TFN information. You may store a paper copy of the signed form or electronic files of scanned forms. Scanned forms must be clear and not altered in any way.

If a payee:

- submits a new *TFN declaration* (NAT 3092), you must retain a copy of the earlier form for the current and following financial year.
- has not received payments from you for 12 months, you must retain a copy of the last completed form for the current and following financial year.

### — Penalties

You may incur a penalty if you do not:

- lodge TFN declarations with us
- keep a copy of completed TFN declarations for your records
- provide the payee's TFN to their super fund where the payee quoted their TFN to you.

## **CONTACT DETAILS**

For further information, or a copy of any of our product disclosure statements, please contact Perpetual.

### **WEBSITE**

[www.perpetual.com.au/superwrap](http://www.perpetual.com.au/superwrap)

### **EMAIL**

[wrap@perpetual.com.au](mailto:wrap@perpetual.com.au)

### **PHONE**

During business hours (Sydney time)

Investors 1800 099 265

Advisers 1800 099 652

From overseas +612 8245 4411

### **POSTAL ADDRESS**

Perpetual Private Super Wrap

GPO Box 5230

Sydney NSW 2001

**Australian Capital Territory**

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10 Rudd Street  
Canberra ACT 2601

**New South Wales**

Angel Place  
Level 18  
123 Pitt Street  
Sydney NSW 2000

**Queensland**

Central Plaza 1  
Level 15  
345 Queen Street  
Brisbane QLD 4000

**South Australia**

Level 11  
101 Grenfell Street  
Adelaide SA 5000

**Victoria**

Rialto South Tower  
Level 29  
525 Collins Street  
Melbourne VIC 3000

**Western Australia**

Exchange Tower  
Level 29  
2 The Esplanade  
Perth WA 6000

[www.perpetual.com.au](http://www.perpetual.com.au)

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