Welcome to Shape Up with SuperFit

Sort your super in just five days

Issued by NULIS Nominees (Australia) Limited (ABN 80 008 515 663) (AFSL 236465) as Trustee of the MLC Super Fund (ABN 70 732 426 024).

We’re making it easy for you to make the most of your money.

With our short, guided programs you can shape up your super and bulk up your knowledge.

Get the basics right to take control of your retirement. And manage any surprise that comes your way.

You can do it yourself or reach out for help. You’re in charge. That’s the deal.

SuperFit. Feel confident about tomorrow.

Welcome to Shape Up with SuperFit

We want you to feel good about your money and confident about the future.

Super can be one of the biggest financial assets you own. So getting it sorted at 50 is more important than ever. Retirement may not be far off. We want you to feel like your money is in good shape, so you are confident about the future.

Take action and start our five-day program to help you shape up your super.

Shape Up is the first guide in our SuperFit Series, and it's designed to help you get your super basics right so you can feel confident about your retirement.

We have what you need to do it yourself, your way. Insights, deep dives, videos and podcasts, and lots of tools. But we're keeping it simple, with a guided program that walks you through five key things you need to do to get your super sorted and in shape.

And if you want a bit of extra support, we have qualified Financial Coaches[1] standing by to help you with general advice on all things super, and guidance to help you make informed decisions that may maximise your retirement savings.

The Shape Up guide is all about getting your super basics right. Once you build a strong foundation, we'll help you take it to the next level.

More guides to build your financial wellbeing

We have a whole range of SuperFit guides designed to help you build and protect your wealth at different stages of life. From sorting out the basics to preparing for retirement – and everything in between. You can do them all – or pick and choose!

We'll be sharing new guides soon on **mlc.com.au/superfit**

[1] The Financial Coaches provide general financial advice under the Australian Financial Services licence (AFSL) of Actuate Alliance Services Pty Ltd ABN 40 083 233 925 AFSL 240 959 (Actuate). NULIS Nominees (Australia) Limited ABN 80 008 515 633, AFSL 236465 (NULIS) is the trustee of MLC Super Fund ABN 70 732 426 024 (Fund). Actuate and NULIS are both companies within Insignia Financial Group which comprises Insignia Financial Ltd ABN 49 100 103 722 and its related bodies corporate (Insignia Financial Group). No other entity within Insignia Financial Group, including NULIS or any other entity within the Insignia Financial Group that is a trustee for a regulated superannuation fund, is liable for or responsible for any work, action or advice provided by Actuate.

What's it all about?

Important details

To complete this guide, you'll need your MLC customer number a few times. If you have lost it, you can find it **here**.

Once you have it, save it here for easy access.

Customer number:

The **MLC app** also makes it easy to keep track of your MasterKey accounts.

This handy guide includes a five-day program to get the basics right and super sorted.

We'll also share extra reading, resources and tools if you want to dive a bit deeper and learn a bit more.

Money goals

Before you get your super in shape, let's figure out where you're at with your money. Seeing what's important to you will affect your approach to your super.

What's your 'money style'?

1	2	3	4	5	6	7	8	9	10
☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Total control
"I have a budget and a 5-year plan."

I go with the flow
"I'm not sure how I spend my money. Planning is a 'future me' problem."

What big life changes are you going through now?

- ☐ Health challenges
- ☐ Change of job or redundancy
- ☐ Divorce or remarriage
- ☐ Kids moving out
- ☐ Starting a new family with a new partner
- ☐ Caring for elderly parents

If you have a partner, have you talked to them about your money goals?

- ☐ Yes
- ☐ No

When would you like to retire?

- ☐ 0-6 months
- ☐ 6-12 months
- ☐ 1-5 years
- ☐ 5-10 years
- ☐ 10-20 years

What's driving your timing?

Did you know?

1 in 3 Australians have asked friends or family for financial help in the past 12 months.[2]

[2] Cost of Living report 2023, Finder: **https://www.finder.com.au/cost-of-living-report**

Money goals

What are your immediate goals?

- ☐ Give my family/children financial help for education or housing
- ☐ Support my parents
- ☐ Improve my lifestyle
- ☐ Manage the cost of living
- ☐ Pay off my mortgage
- ☐ Greater control over my finances
- ☐ Other – fill in

What are your financial goals?

- ☐ Re-evaluate my savings plan
- ☐ Diversify my income and investments
- ☐ Understand aged care options
- ☐ Manage my budget
- ☐ Review wills and trusts
- ☐ Review my superannuation
- ☐ Other – fill in

What are your lifestyle goals?

- ☐ Save for something important
- ☐ Be debt free
- ☐ Travel more
- ☐ Give back to the community
- ☐ Leave a legacy
- ☐ Other – fill in

What are your retirement goals?

- ☐ Plan to retire soon
- ☐ Start thinking about retiring early
- ☐ Explore retiring comfortably
- ☐ Invest throughout retirement
- ☐ Other – fill in

Did you know?

15% of Australians have never talked about money in their previous or current relationship.[3]

[3] Money by Afterpay Survey 2023: **https://www.thenewdaily.com.au/finance/2021/11/09/relationship-money-conversation**

Did you know the average Aussie retires almost 10 years earlier than expected?[4]

Most people plan to retire at 65.5. However, the average age we leave the workforce is 56.3 years. Unplanned circumstances such as illness, injury or retrenchment are increasingly a contributing factor.

[4] Australian Bureau of Statistics 2023. Data covers 2020-2021.

Super basics

Here are some important things to know about how your super works.

Here are some important things to know about how your super works.

Your super generally consists of contributions from your employer (11% of your salary[5]), your own personal contributions and earnings from investments.

Throughout your working life you invest into your super. But, remember, access to your super is generally restricted until you retire after reaching your preservation age – that's the age you're eligible to draw down on your super. For Australians in their 50s, the preservation age is 60.[6]

All about tax

What makes super generally so tax effective are the tax concessions that apply to income generated in super and contributions to super from pre-tax income. There are also tax offsets available to reduce the tax you or your super fund pays.

Here's the good tax news:

- During the 'accumulation' phase – that is, the period of investing through super before you retire – the income or earnings in your super is taxed at up to 15%.
- Concessional contributions (that is, contributions made from your pre-tax income), including employer contributions and personal contributions you claim as a tax deduction, are also taxed at up to 15% (or up to 30% if your income is higher than $250,000 p.a.).
- This rate of tax is generally better than personal tax rates of up to 47% (including Medicare levy). Less tax is deducted, which means you may be able to save more.

Once you retire, you have the choice of taking a lump sum withdrawal, an income stream, or a combination of both from your super savings.

Check up

Take our 2-minute super check to see how your balance compares with Australians like you **here**

[5] As at April 2024.

[6] Born 1 July 1964 or later.

Super basics

Understanding contributions

Contributions to superannuation are split into two key categories.

Concessional contributions include those from your employer, from salary sacrificing, and personal contributions you may make directly to your super and claim a tax deduction on.

They're generally taxed in your super at a rate of 15% (or up to 30% if your income is higher than $250,000 p.a.) but there are important limits – called caps – on how much you can contribute.

If you go over these caps significant tax penalties may apply, so it's very important to be aware of them. You can read about these caps in our deep dive (right).

Starting simple with salary sacrifice

If you want to grow your super balance, you might consider salary sacrifice. It's pretty straightforward.

Salary sacrifice is an agreement between you and your employer to pay some of your pre-tax salary into super. This is often really tax effective.

The amount you contribute to super is taxed at up to 15% (and up to 30% if your income is over $250,000) rather than your marginal tax rate, which might be up to 47%. So you may be able to save on tax while also building your retirement savings for the future.

On **page 17** you'll find some simple steps to start salary sacrificing.

Non-concessional contributions include personal contributions you make into your own super account (that aren't claimed as a tax deduction) and personal contributions made by your partner into your super account; that is, spouse contributions. Again, there are important limits – or caps – and significant tax penalties may apply if these are exceeded.

Deep dive
Read up on how much super you need to retire **here**

Deep dive
Find out more about salary sacrificing into super **here**

Deep dive
Read more about concessional super caps **here**

Talk to a Financial Coach
Book an appointment **here** if you'd like to talk anything through.

Super snapshot

There are some big numbers you should be across if you want to keep your super on track. They are published by the Association of Superannuation Funds of Australia (ASFA) and are a summary of how much money you might need for the type of retirement you want.

How much super do I need for a comfortable retirement?

Remember, what makes a comfortable retirement is different for everyone. You can use the ASFA guide as a base, then tailor the number you think you'll need by considering your lifestyle choices in retirement and your financial commitments.

How much super do I need at each age for a comfortable retirement?[7]

Current age	Balance today
50	$281,000
51	$296,000
52	$311,000
53	$328,000
54	$344,000

	Comfortable lifestyle	Modest lifestyle	Age Pension
Single	**$51,278 a year**	**$32,666 a year**	**$29,023 a year** *including supplements*
Couple	**$72,148 a year**	**$46,994 a year**	**$43,753 a year** *including supplements*
	Top-level private health insurance, doctor/specialist visits, pharmacy needs	Basic private health insurance, limited gap payments	No private health insurance
	Fast, reliable internet/ telco subscription, computer/mobile/ streaming services	Basic mobile, modest internet data allowance	Very basic mobile and limited internet connectivity
	Own a reasonable car, car insurance and maintenance/upkeep	Owning a cheaper, older, more basic car	Limited budget to own, maintain or repair a car
	Regular leisure activities including club membership, cinema visits, exhibitions, dance/ yoga classes	Infrequent leisure activities, occasional trips to the cinema	Rare trips to the cinema
	Home repairs, updates and maintenance to kitchen and bathroom appliances over 20 years	Limited budget for home repairs, household appliances	Struggle to pay for repairs, such as leaky roofs or major plumbing problem
	Regular professional haircuts	Budget haircuts	Less frequent haircuts, or self-haircuts
	Confidence to use air conditioning in the home, afford all utilities	Need to keep a close watch on all utility costs and make sacrifices	Limited budget for home heating in winter
	Occasional restaurant meals, home-delivery meals, take-away coffee	Limited meals out at inexpensive restaurants, infrequent home-delivery or take-away	Only local club or special occasion meals or inexpensive take-away
	Replace worn-out clothing and footwear items, modest wardrobe updates	Limited budget to replace or update worn items	Very basic clothing and footwear budget
	Annual domestic trip to visit family, one overseas trip every seven years	Annual domestic trip or a few short breaks	Occasional short break or day trip in your own city

Source: ASFA December quarter 2023; Services Australia, Age Pension rates 20 March – 19 Sept 2024. Age Pension annual amounts are approximate.

[7] ASFA 2023.

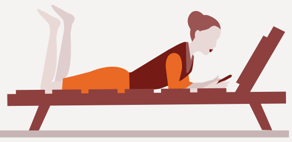
Read related important information on **page 21**

Super snapshot

Women retire earlier than men

Over 45, more women have retired than men. Which means women have less time to grow their super.

Women: **43% retired**
Men: **40% retired**



Reasons for retiring

In 2020-21, the top 3 reasons retirees ceased their last job were:

28%	**Reached retirement age or eligible for superannuation**
13%	**Own sickness, injury or disability**
7%	**Retrenched, dismissed or no work available**

Retired **women were more likely to have left their last job** to **care for an ill, disabled or elderly person than men** (4% compared to 2%).

Income at retirement

Between 2018-19 and 2020-21:

The **government pension** was the **main** source of **income for most retirees**

Retirees with **no personal income** were **19% of women** and **3% of men**

In 2020-21:

34% of retired women relied on their partner's income to meet their living costs at retirement (compared to 7% of retired men)

Sources of income – women over 45

Government: 46%

Superannuation: 29%

Sources of income – men over 45

Government: 53%

Superannuation: 51%

Source: Australian Bureau of Statistics 2023. Data covers 2020-2021.

Did you know 34% of retired women relied on their partner's income to meet their living costs at retirement?[8]

[8] Australian Bureau of Statistics 2023. Data covers 2020-2021.

Shape Up with SuperFit

5 ways. 5 days.

This is your guided program to help you shape up your super with five key things to do in just five days. Take control of your money so you're in the driver's seat.

Let's get started!

DAY 1

Check and project your balance

Why should I do it?

Checking how much you currently have in super and then calculating what you'll have at your retirement age can help you understand if you'll have enough for the retirement lifestyle you want.

Follow these 3 steps:

Step 1
Log in to your MLC account using your customer number and password to check your current balance.

Step 2
Scroll down your dashboard to find the MLC Personal Super Calculator.[9]

Step 3
Follow the prompts to arrive at your retirement projection.

Your retirement projection shows your projected super balance and monthly income at the age you want to retire.

The calculator will also tell you if you're on track to have the money you need for the lifestyle you want.

Questions to ask your Financial Coach

Remember, our **Financial Coaches** can chat on a wide range of financial topics to help you stay on track. Jot down any questions you have here.

Financial coaching: Book an appointment **here**

<10 mins

What you'll need:

- Your MLC customer number and password
- Pen and paper

Watch how it works

Check out a short video on how the MLC Personal Super Calculator works **here**

[9] Available to eligible members. Find out more **here**

DAY 2

Find and consider combining your super

Why should I do it?

Lots of people have more than one super account – attached to jobs they previously had, or different places of work. Bringing all your super accounts together will make your admin easier and could mean fewer fees.

To help you decide if combining your super accounts is right for you, weigh up the pros and cons before making your decision.

If you decide to go ahead, with your permission, we can search the Australian Tax Office to find all your super accounts and then consolidate them into your MLC super account.

Important info

Read up on what to think about before you consolidate at **here**.

An important consideration is the impact to any insurance you might have in your super accounts.

Check out MLC's super performance here

Follow these 5 steps:

Step 1
Understand the pros and cons of combining your super.

Step 2
Log in to your MLC account using your customer number and password.

Step 3
Scroll down your dashboard and click on 'Find my lost super'.

Step 4
Verify your identify and we can search for your super (make sure either your phone or email is handy for security authentication).

Step 5
Select the accounts you would like to bring together and click **'Submit'**.

<10 mins

What you'll need:

To search for all your super, have your ID handy. The ID that can be used are:

- Australian passport
- International passport (Australian visa)
- Australian driver licence
- Medicare

DAY 2

Find and consider combining your super

Questions to ask your Financial Coach

Our **Financial Coaches** can chat about the pros and cons when thinking about consolidating. Jot down any questions you have about consolidating here.

Financial coaching: Book an appointment **here**

Did you know?

One in four Australians have multiple super accounts.[10]

Watch how it works

Check out a short video on how to consolidate your super **here**

[10] Australian Tax Office 2023.

DAY 3

Grow your super, your way

Why should I do it?

Balancing money responsibilities like debt repayments and helping your parents/kids while also saving for your own retirement is no doubt challenging. There are different ways you can choose to grow your super to work around what's going on in your life. Today, we're putting a spotlight on salary sacrifice because:

- It focuses on small, consistent contributions so you can grow your retirement savings without really feeling the pinch.
- You could end up paying less tax than if you received the money as take-home pay.

Follow these 3 steps:

Step 1
Talk to your employer. It's not compulsory for them to provide salary sacrifice arrangements to super. If the answer is yes, ask if salary sacrifice will impact any other employment entitlements, like termination payments and bonuses.

Step 2
Decide how much of your future pay to salary sacrifice. Keep **contribution caps** in mind.

Step 3
Ensure this agreement with your employer is in writing. Include details of the commencement date, how much of your pre-tax salary to contribute and when contributions will be made (e.g. at the same time you receive your salary).

Questions to ask your Financial Coach

Jot down any questions you have about salary sacrifice or other contribution strategies here.

Financial coaching: Book an appointment **here**

Work out

Use a calculator to see how extra contributions (big or small) can impact your retirement savings.

How it works

Check out a salary sacrifice case study.

Deep dive

Mortgage vs super: where should I put my extra money? We've summarised some key considerations **here**

Deep dive

There are different ways you can contribute to your retirement savings while reducing tax. Explore them **here**

DAY 4

Sort your insurance

Why should I do it?

Did you know that you can get insurance through your super? This can be a tax-friendly way to protect yourself and your loved ones, when life doesn't go to plan. That's because the cost of your insurance is deducted from your super account, so your take-home income isn't affected.

How much insurance you need changes as life does; for example, how much debt you have, how old your kids are, if your parents are becoming financially dependent on you. So it's important to check you have the right level of cover in place for you and your family.

Follow these 5 steps:

Step 1
Use the MLC insurance calculator to work out what level of cover you may need. You'll find it **here**.

Step 2
Write down the estimated level of cover you might need.

Step 3
Log in to your MLC account using your customer number and password.

Step 4
See how much insurance cover you currently have by clicking on the 'Super' tab and selecting 'Insurance'.

Step 5
Write down your level of cover.

Questions to ask your Financial Coach

Our **Financial Coaches** can chat through the different types of cover, considerations around increasing or decreasing your cover, and insurance inside versus outside of super. Jot down any questions you have here.

Financial coaching: Book an appointment **here**

<10 mins

What you'll need:

- Your MLC customer number and password
- Pen and paper

DAY 5

Review who gets your super

Why should I do it?

Your super isn't automatically covered as part of your estate or Will. You need to specifically nominate your beneficiaries – that is, who gets your super once you die. If you don't make a nomination, you don't have control over where your super ends up.

Some considerations when reviewing beneficiary nominations:

- Under super rules, you can nominate those who are financially dependent on you. These people in your life may change as kids, parents and other family members get older.
- Generally, if a valid beneficiary receives a super benefit as a lump sum, it's tax free. This can change for children over the age of 18. Learn more **here**.
- A valid binding beneficiary nomination may reduce the time it takes for your beneficiaries to access your super.

To make a beneficiary nomination, follow these 4 steps:

Step 1
Log in to your MLC account using your customer number and password.

Step 2
Scroll down your dashboard and click on 'Update my beneficiary'

Step 3
Choose the type of nomination you want to make – binding or non-binding. You can find out more about the options **here**.

Step 4
Follow the prompts to either download a PDF nomination form (for binding nominations) or complete a form online (for non-binding nominations).

Questions to ask your Financial Coach

Jot down any questions you have about super beneficiaries here. Our **Financial Coaches** can help you understand the differences in beneficiary types and the considerations around choosing a beneficiary.

Financial coaching: Book an appointment **here**

<10 mins

What you'll need:

- Your MLC customer number and password

Watch how it works

Check out a short video on how to nominate your beneficiaries **here**

Deep dive

Estate planning is more than preparing a Will. Access our estate planning guide **here**

You can have more than one beneficiary for your super. And, remember, if you have more than one super account, you'll need to choose beneficiaries for each of them.

Our Financial Coaches

We're a team that's standing by and ready to give you financial coaching about your super and how to stay on track. We're keen to catch up with every MLC member; we're passionate about helping with super; and – the best news of all – you can book a session at no extra cost.

Here's what we can help you with:

- How to boost your super balance
- Understanding how your super is invested and the options available
- Preparing for retirement
- Sorting your insurance through super

What our members have said:

"Fabulous– my coach Tharaka has been amazing! I enjoyed his step-by-step process of explaining why it's important to boost super for retirement. His coaching approach has made superannuation understandable. Thank you."
– Jodi

"The coaching was informative and direct, the assistance was excellent, the links provided were helpful and time-saving. The Coach that contacted me was professional and friendly and is an asset to MLC and clients." **– Yui**

"First of all I was treated with upmost respect as a client of MLC – I felt comfortable talking with the consultant and listening to the advice given. But at the end of day it's my choice, I took on board information given. Thank you."
– Christopher

Financial coaching: Book an appointment **here**

Important information from ASFA ['How much super do I need at each age for a comfortable retirement?', page 10]

The reported figure is the approximate amount a person should have in superannuation now to reach the ASFA Comfortable Standard balance by age 67, assuming a future pre-tax wage income of $65,000 per annum (see below for other assumptions). The Comfortable Standard balance – which is the lump sum required for a comfortable retirement – is $595,000, in today's dollars. The lump sum required for a comfortable retirement assumes that the retiree will draw down all their capital, and receive a part Age Pension.

The reported figure is intended for illustrative purposes only. It should not be relied upon for making financial or product-related decisions. This information is of a general nature only. The Association of Superannuation Funds of Australia Limited (ASFA) ABN 29 002 786 290 does not accept any liability, either direct or indirect, arising from any person relying, either wholly or partially, upon any information provided by, resulting from, shown in, or omitted from, this calculator. Under no circumstances will ASFA be liable for any loss or damage caused by a user's reliance on information obtained using this calculator.

Assumptions: Pre-tax wage income of just under $65,000 per annum. The Superannuation Guarantee contribution rate increases in line with current law, from 9.5% to 12% in 2025-26. Contributions tax is deducted at the rate of 15%. Investment returns (nominal), before investment fees and taxes, are 6.7% (investment fees are 0.7% of assets, and the tax rate is 4.5%). Administration fees are $100 per annum. Insurance premiums are $100 per annum.

The reported figure assumes that the person has a full year until his/her next birthday, and thus will receive a full year of Superannuation Guarantee contributions before his/her next birthday. Specifically, it is assumed that a person is born on 1 July (in a particular financial year), and the reported figure is the balance on the person's birthday.

Important information and disclaimer

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