Updating your account details

MLC MasterKey Business Super
MLC MasterKey Personal Super

We can only accept your request if the form is correctly completed.

1. Your current details

Account number

Customer number (if known)

Contact telephone (business hours)

Title

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

First name

Middle name

Family name

Date of birth (DD/MM/YYYY)

Email

2. Your changes

Please select and complete **the sections where you want to add or make changes** then sign **Section 13** to authorise the changes.

Change your name	**Complete Section 3**
Change your address	**Complete Section 4**
Change your contact details	**Complete Section 5**
Tax File Number (TFN)	**Complete Section 6**
Authorised representative	**Complete Section 7**
Investment options	**Complete Section 8**
Your beneficiary nomination	**Complete Section 9**
Adviser service fee	**Complete Section 10**
Financial adviser details	**Complete Section 11**
Client Linking	**Complete Section 12**

NULIS Nominees (Australia) Limited
ABN 80 008 515 633
AFSL 236465

MLC Super Fund
ABN 70 732 426 024

3. Change your name

Title

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

First name

Middle name

Family name

Please provide an original certified copy of your marriage certificate, change of name certificate or divorce decree. We can only accept a marriage certificate issued by the appropriate State or Territory Registry of Births, Deaths and Marriages. Certification that the document is a true and complete copy of the original must appear on each page with an original signature and the title of the person who endorses the document. We can't accept change of name documents via fax or email.

Previous signature

✗ Date (DD/MM/YY)

New signature

✗ Date (DD/MM/YY)

4. Change your address

Residential/Company address

(Your residential address can't be a PO Box)

Unit number

Street number

Street name

Suburb

State

Postcode

Country

Postal address

(If different to your residential address)

Unit number

Street number

Street name

Suburb

State

Postcode

Country

5. Change your contact details

Mobile phone number

Business telephone

Home telephone

Email

6. Tax file number (TFN)

Do you wish to supply your Tax File number (TFN)?

No ☐ **I have read the important information on page 3 on providing my TFN and do not wish to provide it.**

Yes ☐ **I have read the important information on page 3 on providing my TFN and wish to provide my TFN.**

Tax File Number (TFN)

6. Tax file number (TFN) continued

You don't have to provide your TFN and it isn't an offence if you don't, however if you don't:

- personal contributions will be rejected
- additional tax will apply to employer and salary sacrifice contributions
- any withdrawals may be taxed at the highest marginal tax rate inclusive of the Medicare levy.

Your TFN is confidential, and the Trustee is authorised to collect and disclose your TFN under the Superannuation Industry (Supervision) Act 1993 and Privacy Act. The Trustee must use your TFN only for lawful reasons, in paying out monies, identifying or combining superannuation benefits. Your TFN may be disclosed to the Trustee or another Fund or RSA provider if your benefits are transferred, unless you request in writing for it not to be disclosed.

7. Authorised representative

Complete this question if you want to appoint another person to access information or transact on your account. Your authorised representative is not permitted to perform any other actions in respect of your account, eg make withdrawal or roll over from your account.

Do you wish to?

☐ Establish a **new** authorised representative on your account.

☐ Replace an **existing** authorised representative on your account.

What level of authority will this person have on your account?

☐ My authorised representative is able to make enquiries only on my account.

☐ My authorised representative is able to make enquiries and transact on my account.

Applicants must be at least 18 years of age.

Existing MasterKey Customer number (if known)

Company (if applicable)

Title

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

First name

Middle name

Family name

Date of birth of authorised representative (DD/MM/YYYY)

Email

Residential address

Your residential address can't be a PO Box

Unit number

Street number

Street name

Suburb

State

Postcode

Country

Mobile phone number

Business telephone

Home telephone

Signature of authorised representative

X

Date (DD/MM/YY)

8. Investment options

Investment options	Future investment
MLC Horizon 1 – Bond Portfolio	%
MLC Horizon 2 – Capital Stable Portfolio	%
MLC Horizon 3 – Conservative Growth Portfolio	%
MLC Horizon 4 – Balanced Portfolio	%
MLC Horizon 5 – Growth Portfolio	%
MLC Horizon 6 – Share Portfolio	%
MLC Horizon 7 – Accelerated Growth Portfolio	%
MLC Index Plus Conservative Growth Portfolio	%
MLC Index Plus Balanced Portfolio	%
MLC Index Plus Growth Portfolio	%
MLC Inflation Plus – Assertive Portfolio	%
MLC Inflation Plus – Conservative Portfolio	%
MLC Inflation Plus – Moderate Portfolio	%
MySuper [1]	%
MLC Australian Share Fund	%
MLC Australian Share Growth Style Fund[2]	
MLC Australian Share Value Style Fund[2]	
MLC Cash Fund	%
MLC Diversified Debt Fund	%
MLC Global Property Fund	%
MLC Global Share Fund	%
MLC Global Share Growth Style Fund[2]	
MLC Global Share Value Style Fund [2]	%
MLC Hedged Global Share Fund	%
MLC IncomeBuilder	%
MLC Property Securities Fund	%
Altrinsic Global Equities Trust	%
Antares Elite Opportunities Fund	%
Antares High Growth Shares Fund	%
Ausbil Australian Emerging Leaders Fund	%
Fairview Equity Partners Emerging Companies Fund	%
Investors Mutual Australian Share Fund	%
Macquarie Income Opportunities Fund	%
MLC – Platinum Global Fund [2]	%
MLC – Vanguard Australian Share Index Fund	%
Perennial Value Shares Wholesale Trust	%
Perpetual Wholesale Australian Share Fund	%
Perpetual Wholesale Ethical SRI Fund	%
Perpetual Wholesale Smaller Companies Fund No.2	%
PIMCO Diversified Fixed Interest Fund	%
PIMCO Global Bond Fund	%
Platinum Asia Fund	%
Platinum International Fund	%
PM CAPITAL Global Companies Fund	%
Schroder Wholesale Australian Equity Fund	%

8. Investment options continued

Investment options	Future investment
Vanguard® Australian Fixed Interest Index Fund	%
Vanguard® Australian Property Securities Index Fund	%
Vanguard® International Fixed Interest Index Fund (Hedged)	%
Vanguard® International Shares Index Fund	%
Vanguard® International Shares Index Fund (Hedged)	%

1 Moving some or all of your current super balance to MySuper may lead to your super becoming entirely invested in MySuper in the future. This may result in:

- any fee waivers and maximum fee limits that may currently apply to you will not apply in future;
- changes to the services provided by your Plan adviser; and
- changes to your insurance premiums.

We recommend you consider speaking to your Plan adviser or calling us before making this investment switch.

2 Available only to investors who already have a holding in this investment option. Once you have withdrawn all your investment balance from this option, it will no longer be available to you for future investments.

Do you want to switch your existing investments?

No ☐ **Go to Section 9**

Yes ☐ **Go to the next question**

Do you want to switch your existing investments in accordance with the percentages shown in **Section 8, on page 4?**

No ☐ **Please fill in the table below**

Yes ☐ **Go to Section 9**

I wish to switch my existing investments as follows: Please use the names of the investment funds as shown in **Section 8, on page 4.**

Switch $ or %	Switch from	Switch to

Note: All complete transaction requests received before we close off processing for the day (generally 3 pm AEDT/AEST) will usually be processed using the unit price for that business day (which is calculated at the end of the day).

9. Your beneficiary nomination

Do you wish to make a beneficiary nomination?

No ☐ ▶ **Go to next question**

Yes ☐ ▶ **Please tick only one of the options below and complete the following table:**

☐ **Non-lapsing binding**. We can only accept your nomination if two witnesses have signed and dated the witness declaration **below**.

☐ **Non-binding.**

	Name of beneficiary Please print full name	Date of birth	Relationship to you Only the following options can be accepted	Portion of total benefit
1			☐ Spouse ☐ Financial dependant ☐ Child ☐ Interdependency relationship	%
2			☐ Spouse ☐ Financial dependant ☐ Child ☐ Interdependency relationship	%
3			☐ Spouse ☐ Financial dependant ☐ Child ☐ Interdependency relationship	%
4			☐ Spouse ☐ Financial dependant ☐ Child ☐ Interdependency relationship	%
5	**Legal representative (your estate)**	Not applicable	If you want part or all of your benefit paid to your estate, please write the percentage here.	%
	Total must equal 100% or all nominations will be invalid. You can nominate a percentage up to two decimal places.		**Total**	0 %

Agreement and declaration

I've read and understand the information provided in the **How to Guide** on beneficiary nominations at **mlc.com.au**

I understand I should review my nomination regularly and as my circumstances change (eg marriage, having children, or any other life changing event) to ensure my nomination is always up to date.

✗ Date (DD/MM/YY)

If signed under the Power of Attorney: Attorneys must attach a certified copy of the Power of Attorney. The Attorney hereby certifies that he/she has not received notice of any limitation or revocation of his/her Power of Attorney and is also authorised to sign this form.

Power of Attorney documents can't be accepted via fax.

Witness declaration (only required for non-lapsing binding nomination)

I declare:

- I'm over 18 years of age.
- I'm not a nominated beneficiary of the applicant, and
- This form was signed and dated by the applicant in my presence.

Witness 1

First name

Family name

Signature of witness

✗ Date (DD/MM/YY)

The witness must sign on the same date as the applicant, otherwise we can't accept the nomination.

Witness 2

First name

Family name

Signature of witness

✗ Date (DD/MM/YY)

The witness must sign on the same date as the applicant, otherwise we can't accept the nomination.

10. Adviser service fee

Do you wish to pay your adviser for advice provided in relation to your account?

No ☐ ▶ **Go to Section 12**

Yes ☐ ▶ **Complete the details below**

Note: Any Adviser service fee agreed between you and your adviser must comply with laws governing the use of superannuation investments and can only relate to advice and service in regard to your MLC MasterKey Business Super or MLC MasterKey Personal Super account. The fee must not relate to advice or service provided in relation to any matter that is not directly connected with your account. For further information refer to the **Product Disclosure Statement**.

Do you wish to pay your Plan adviser that is attached to your account[1]?

No ☐ ▶ **Go to adviser not attached to your account below**

Yes ☐ ▶ **Complete the details below**

[1] This would be the adviser listed on your **Welcome Kit** or most recent **Annual statement** and is referred to as the Plan adviser.

I request, until further notice from me, that the Trustee deduct an Adviser service fee of the following amount from my account to pay my financial adviser for the advice provided in relation to my MLC MasterKey account. I understand and consent to this fee being shared with other parties as outlined by my financial adviser.

☐ Percentage based fee ______ % pa * of my account balance

OR

☐ Tiered percentage based fee*

- The Adviser service fee for each tier is applied to the account balance within the tier.
- The total Adviser service fee is calculated by adding the fee for each tier.

	Balance from	Balance to	Fee
Tier 1	$ Nil	$	% pa
Tier 2	$	$	% pa
Tier 3	$	$	% pa
Tier 4	$	$	% pa
Tier 5	$	and above	% pa

OR/AND

☐ Dollar based fee $ ______ pa *

☐ Increase my dollar based fee by ______ % pa **OR** ☐ CPI each year

OR/AND

☐ One off fee $ ______ *

OR/AND

☐ Adviser service fee on contributions ______ % * of each contribution

* The above amount payable is inclusive of GST.

Adviser not attached to your account

Please complete the section below if you want to pay an adviser that is not attached to your account.

I request that the Trustee deduct an Adviser service fee of the following amount from my account to pay my financial adviser, listed below, for advice provided in relation to my account. I understand and consent to this fee being shared with other parties as outlined by my financial adviser.

One off fee $ ______

Please note: the above amount payable will be inclusive of GST.

11. Financial adviser details

Use this section if you are:

- nominating an adviser not attached to your account, see **Section 10**
- a MasterKey Personal Super member and want to change your financial adviser details

Adviser to complete

You must obtain and document the client's clear consent where the adviser service fee is received by your Licensee and subsequently paid to you.

Name

Division

Financial adviser number

Business telephone

Facsimile

Email

Financial adviser's stamp

12. Client linking

Please complete the following details if you want to link with one other investor with an eligible MLC MasterKey account, for the purpose of receiving the benefits of a fee refund.

Please see the relevant **How to Guide** at **mlc.com.au** for more information on eligible MLC MasterKey products.

Name of investor you'd like to link to

We may accept the nomination of a family trust, superannuation fund or business.

Address

Unit number

Street number

Street name

Suburb

State

Postcode

Country

Customer number of nominated investor

Date of birth of nominated investor (if applicable) (DD/MM/YYYY)

Relationship to you

☐ Spouse ☐ De facto ☐ Parent ☐ Trust ☐ Child ☐ Sibling ☐ Business

Signature of person or representative of the business or trust nominated above.

✗

Date (DD/MM/YY)

13. Your agreement and declaration

Marketing consent

We always seek to better understand and serve your financial, e-commerce and lifestyle needs so we can offer you other products and services that aim to meet those needs as well as promotions or other opportunities. This applies to each organisation within the National Australia Bank Group (the 'Group') including its banking, financing, funds management, financial planning, superannuation, insurance, broking and e-commerce organisations.

We request your consent to Group marketing activities. By giving your consent, that you agree to receiving information about the products and services we have described, including by telephone calls to the numbers provided by you in this application or numbers you may provide later, and by email if you have provided us with an email address. For this purpose, we may need to use and disclose your personal information amongst the Group, to your financial adviser, if any, and to service providers (for example, posting services). Your consent therefore includes the authority to use and disclose your personal information as described. We will not disclose health information.

Your consent will not change any specific product or service consent that you have given or will give in the future (for example, for a loyalty program or online direct marketing).

Do we have your consent? Yes ☐ No ☐

If you do not answer your consent will be presumed.

Your consent will continue until you withdraw it. You can withdraw your consent at any time by contacting the MLC Service Centre on **132 652**.

Privacy

I acknowledge that I have access to NAB's privacy policy and agree that any member of the National Australia Bank Group may collect, use, disclose and handle my personal information in a manner set out in the Group's privacy policy available on **mlc.com.au**

Member acceptance

I have received and read the current **Product Disclosure Statement**, available on **mlc.com.au**, and agree to be bound by the provisions of the Trust Deed. I understand this will form the basis of the contract between myself and the Trustee. I am eligible to contribute to MLC Super Fund ABN 70 732 426 024 or have contributions made on my behalf. I acknowledge that it is my responsibility to be fully informed about any investment I consider for inclusion in my portfolio at all times.

Understanding investment risk

I understand that my investment does not represent a deposit with or a liability of the Trustee, National Australia Bank Limited, or other member companies of the National Australia Bank Group. An investment in MLC MasterKey Business Super and Personal Super is subject to investment risk including possible delays in repayment and loss of income and capital invested.

I acknowledge and accept that where I have invested into an illiquid investment option or an investment option I have has become illiquid, then the Trustee may take longer than 30 days in which to transfer out my investment option.

Offer within Australia

I understand that this offer is made in Australia in accordance with Australian laws and my account will be regulated by these laws.

Cooling-off

I understand that if this investment does not suit me, I have 14 days after opening the account to advise the Trustee to close my account. For further information on cooling-off, please refer to the **How to Guide** at **mlc.com.au**

Notification of changes

I understand that I will not be given advance notice of any product changes that are not materially adverse. I am aware that any non-material changes will be available at **mlc.com.au** and I can obtain a paper copy of these changes on request, free of charge.

Signature of Applicant or Power of Attorney

✗	Date (DD/MM/YY)

If signed under the Power of Attorney: Attorneys must attach a certified copy of the Power of Attorney. The Attorney hereby certifies that he/she has not received notice of any limitation or revocation of his/her Power of Attorney and is also authorised to sign this form.

Power of Attorney documents can't be accepted via fax.

14. Send us your form

Please mail your completed, signed and dated form to:

MLC
PO Box 200
North Sydney NSW 2059

If you have any questions, please speak with your financial adviser, call us on **132 652** Monday to Friday between 8 am and 6 pm (AEST/AEDT) or visit **mlc.com.au**

A126999-1017