



Bringing your insurance together

MLC MasterKey Business Super
MLC MasterKey Personal Super
MLC MasterKey Super Fundamentals

Wouldn't it be great to have your insurance and super organised and all together in one place?

If you have a MLC MasterKey Business Super, MLC MasterKey Personal Super or MLC MasterKey Super Fundamentals account, you can consolidate your insurance (bring your insurance together), even if it's with another provider.

If you're like many Australians, you've probably got a few super accounts and may have insurance through these as well.

Bringing your super and insurance together into one account makes sense.

Through your MLC MasterKey Business Super, MLC MasterKey Personal Super or MLC MasterKey Super Fundamentals account, you can keep track of all your insurance, only pay for the insurance you need, and make sure you've got the right kind of insurance for your lifestyle.

It's easy to do. To consolidate your insurance just complete a **Consolidate your insurance** form and send it back to us today. To consolidate your super just complete our online Consolidate your Super form available at mlc.com.au/consolidate

Once your insurance consolidation has been accepted, you can change, reduce or cancel your insurance at any time by contacting us. Refer to your Insurance Guide for further information.

How to apply

Applying is easy. It's just three quick steps:

1. Make sure you're eligible to consolidate your insurance.
2. Carefully read this document and complete all sections of the attached form.
3. Include your insurance statement that outlines the type and level of insurance you have along with any loadings or exclusions that are applicable.

Then, once we've confirmed the insurer has accepted your application, you can cancel the insurance (or the portion of insurance cover that is being transferred) with the other provider.

Making sure you've got the right insurance

The insurance that's right for you depends on things like your family and financial commitments, income and lifestyle. You can apply for a different level or type of insurance, or cancel it at any time.

Before you change your insurance, you should speak with a financial adviser. They can help you look at what you need and help work out what's right for you.

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Here's what you need to know

Things to consider

There are a few things to think about when you bring all your insurance into the one account.

1. Making sure you're eligible

You're eligible to consolidate your insurance if:

- your existing insurance cover has been in place for at least 12 months,
 - you're aged between 15 and 60,
 - you're currently Employed (as defined in the Insurance Guide),
 - you can answer no to all questions in section 3 of the attached form, and
 - you're actively performing, or capable of actively performing, all of the duties of your usual occupation for at least 30 hours per week, and are performing your duties free from any limitation due to Illness or Injury on the date your application is made and the day immediately preceding the acceptance of the insurance by the Insurer.
2. Please review the terms and conditions of the insurance in the relevant Product Disclosure Statement (PDS).
- If you have an MLC MasterKey Business Super or MLC MasterKey Personal Super account, you can find it at mlc.com.au/pds/mkbs.
 - If you have an MLC MasterKey Super Fundamentals account, you can find it at mlc.com.au/pds/mkspf.
3. If your insurance is linked to your age or salary, it will become a fixed amount. This means that your level of cover remains fixed and your premium changes with your age. Your TPD cover will reduce from age 61 as described in the Insurance Guide.
- For MasterKey Personal Super members:
If you're 40 or older, any Death and TDP cover will reduce by 5% each year.

Your Death and TPD insurance cover won't reduce if you apply to fix your cover. To apply, log in to complete the online form or download the Fix your cover form and return it to us.

4. Once we confirm we've accepted your request to consolidate your insurance, you'll need to cancel within 60 days your other insurance (or the portion of your other insurance) that is being transferred. If you don't and you make a claim with us, your benefit may be reduced by the amount of insurance you have outside your super account.
5. Any conditions you have on your current insurance with us such as premium loadings or exclusions will continue to apply.
6. Any conditions you have on the insurance you are transferring from another account or provider, such as premium loadings or exclusions will continue to apply once transferred to us.

How much insurance can you transfer?

You can transfer up to the total maximum listed in the table below. This includes current insurance in your MLC MasterKey Business Super, MLC MasterKey Personal Super or MLC MasterKey Super Fundamentals account:

Insurance	Amount
Death	\$2m
Total and Permanent Disablement	\$2m
Income Protection (including Super Contribution benefit)	\$20,000 per month

You can apply for a higher level of insurance by logging into your account online, or by completing the **Request for Insurance form** available on mlc.com.au

The maximum insurance you can apply for is set out in the PDS.

What are the waiting and benefit periods for Income Protection insurance?

The waiting periods for Income Protection insurance are:

If your current insurance has a waiting period of ...	Then we'll apply a waiting period of ...
30 days or less	30 days
31-60 days	60 days
61-90 days	90 days
91 days or greater	180 days (only applies for benefit period of 5 years or to age 65)

The benefit periods for Income Protection insurance are:

If your current insurance has a benefit period of ...	Then we'll apply a benefit period of ...
2 years	2 years
5 years	5 years
to age 60 up to age 70	to age 65

Important information

The information in this document is general in nature and does not take into account your personal objectives, financial situation and needs. You should consider whether the information is appropriate to your needs, and where appropriate, seek professional advice from a financial adviser. Please read the relevant Product Disclosure Statement (PDS), which is available at mlc.com.au or by contacting 13 65 25 before making any decision.



Consolidate your insurance

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Once you've completed the form, please send it to us along with a copy of your last statement from your other super/insurance provider.

1. Member details

1. Personal details

Account number

Mr Mrs Miss Ms Other:

First name

Middle name

Family name

Gender

Male Female

Date of birth (DD/MM/YYYY)

2. Residential address

Your residential address can't be a PO Box

Unit number

Street number

Street name

Suburb

Postcode

State

Country

3. Postal address (if different to your residential address)

The postal address shown can't be your financial adviser's address.

Unit number

Street number

PO Box

Street name

Suburb

Postcode

State

Country

Contact telephone

Email

4. Employment details

What's your current occupation?

What's your current salary?

Issued by The Trustee

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

The Insurer

Nippon Life Insurance Australia and
New Zealand Limited
ABN 90 000 000 402
AFSL 230694

The Fund

MLC Super Fund
ABN 70 732 426 024

2. Previous insurer

Are you consolidating insurance from another MLC product insured by the Insurer?

No Please provide details below and go to **Section 3**.

Name of other insurance provider

Other insurance member/account number

Yes Please provide your details below and go to **Section 6**.

Account or Policy Number

Product name

3. Health questions

If you answer 'Yes' to any of the questions below, please complete a **Request for insurance** form instead. This can be found in the forms and brochures section on mlc.com.au

a Are you currently not working due to injury or illness?

Yes No

b Are you currently working less hours than usual due to injury or illness?

Yes No

c Are you currently working restricted or modified duties due to injury or illness?

Yes No

d Have you taken more than 10 days off work in total due to injury or illness in the past 12 months?

Yes No

e Do you have any illness, condition or injury that requires ongoing medication, counselling or regular review by a doctor or other health professional (do not include controlled blood pressure or cholesterol)?

Yes No

f Have you ever made a claim for, or received, workers compensation payments?

Yes No

g Have you ever made a claim for, or received, a payment from an insurance company or super fund for total and permanent disability, total or partial disability (income protection), temporary incapacity, terminal illness, critical illness or any other benefit due to illness or injury?

Yes No

4. Eligibility

If you answer 'No' to any of the questions below, please complete a **Request for insurance** form instead. This can be found in the forms and brochures section on mlc.com.au

a You're actively performing, or capable of actively performing, all of the duties of your usual occupation for at least 30 hours per week, and are performing your duties free from any limitation due to illness or injury on the date this request is made?

Yes No

b Are you aged between 15 and 60 on the date this request is made?

Yes No

c Has the insurance cover you want to consolidate been in place with your current insurer for at least 12 months?

Yes No

5. Special Acceptance Terms

a Have you ever had any previous application for death, total and permanent disability or income protection insurance cover with any insurer or super fund declined?

No

Yes If you answered yes, please give these details and a copy of any advice you received from your other super/insurance provider.

b Have you ever had any previous application for death, total and permanent disability or income protection cover with any insurer or super fund offered with an exclusion or for an additional premium?

No

Yes If you answered yes, please give these details and a copy of any advice you received from your other super/insurance provider.

6. Insurance details

Name of fund/individual insurer

Fund member/individual policy number

USI (Unique Superannuation Identifier)

I confirm that this is the level and type of cover that I have (in dollars), and want to transfer:

Death cover	\$	Date cover started	
TPD cover	\$	Date cover started	
Income Protection	\$	a month	Date cover started

Current waiting period

30 days or less 31–60 days 61–90 days 91 days or greater

Current benefit period

2 years 5 years to age 60 to age 65

d Do you have Super Contributions benefit attached to your Income Protection you wish to transfer?

Yes Percentage of current annual salary (up to a maximum of 15%)

 %

No Go to next section

7. Your Duty to Take Reasonable Care

About this application

When you apply for life insurance cover, the Insurer conducts a process called underwriting. It's how the Insurer decides whether they can cover you, and if so on what terms and at what cost.

The Insurer will ask questions they need to know the answers to. These will be about your personal circumstances, such as your health and medical history, occupation, income, lifestyle, pastimes, and current and past insurance cover. The information you give the Insurer in response to the Insurer's questions is vital to the Insurer's decision.

The duty to take reasonable care not to make a misrepresentation

When applying for insurance cover, there is a legal duty to take reasonable care not to make a misrepresentation to the Insurer before the contract of insurance cover is entered into.

A misrepresentation is a false answer, an answer that is only partially true, or an answer which does not fairly reflect the truth.

This duty also applies when extending or making changes to existing insurance cover, and reinstating insurance cover.

What can the Insurer do if you do not meet your legal duty?

If the person who answers the Insurer's questions does not take reasonable care not to make a misrepresentation, there are different remedies that may be available to the Insurer. These are set out in the Insurance Contracts Act 1984 (Cth). In general these are intended to put the Insurer in the position they would have been in if the duty had been met.

If you do not meet your legal duty, this can have serious impacts on your insurance cover. For example, the Insurer may:

- avoid the insurance cover (treat it as if it never existed);
- vary the amount of the insurance cover; or
- vary the terms of the insurance cover.

This may also result in a claim being declined or a benefit being reduced.

Please note that there may be circumstances where the Insurer later investigates whether the information given to them was true. For example, the Insurer may do this when a claim is made.

Whether the Insurer can exercise one of these remedies depends on a number of factors, including:

- whether the person who answered the Insurer's questions took reasonable care not to make a misrepresentation. This depends on all of the relevant circumstances. This includes how clear and specific the Insurer's questions were and how clear the information the Insurer provided on the duty was;
- what the Insurer would have done if the duty had been met – for example, whether the Insurer would have offered insurance cover, and if so, on what terms;
- whether the misrepresentation was fraudulent; and
- in some cases, how long it has been since the insurance cover started.

Before the Insurer exercises any of these remedies, the Insurer will explain their reasons, how to respond and provide further information, and what you can do if you disagree.

Guidance for answering the Insurer's questions

You are responsible for the information provided to the Insurer. When answering their questions, please:

- Think carefully about each question before you answer. If you're unsure of the meaning of any question, please ask us before you respond.
- Answer every question.
- Answer truthfully, accurately and completely. If you're unsure about whether you should include information, please include it. Don't assume the Insurer will contact your doctor for any medical information.
- Review your application carefully before it is submitted. If someone else helped prepare your application (for example, your adviser), please check every answer (and if necessary, make any corrections) before the application is submitted.

Changes before your insurance cover starts

Your duty to take reasonable care not to make a misrepresentation continues until the time your insurance cover starts.

Before your insurance cover starts, the Insurer may ask whether there have been any changes that would cause you to answer the Insurer's questions differently.

If you need help

It's important that you understand this information and the questions the Insurer asks. Ask us or your adviser for help if you have difficulty understanding the process of buying insurance cover or answering the Insurer's questions.

If you're having difficulty due to a disability, understanding English or for any other reason, we're here to help and can provide additional support for anyone who might need it. If you want, you can have a support person you trust with you.

8. Your declaration

Please review and sign this declaration

I understand and agree:

- a** I've read and understood the information in this document.
- b** I've read the current Product Disclosure Statement for the relevant product which explains the terms and conditions that will apply to me once my application has been accepted
- c** I have read and understand the duty to take reasonable care not to make a misrepresentation
- d** the information provided in this application is true and complete
- e** The Insurer may undertake appropriate enquiry and investigation to verify answers I have provided
- f** The Insurer has authority to access health evidence I provided to my current insurer(s) in my application for insurance. Any non-disclosure to a former fund or insurer may be acted upon by the Insurer.
- g** The Insurer is authorised to provide my personal, financial and medical information (whether provided in this application or otherwise subsequently collected with my consent) to any medical professional, medical facility, reinsurer, assessor, adviser or any other confidential service provider, now or at any time in the future, for the purpose of issuing or administering this insurance, and assessing any claim made in respect of this insurance
- h** once I receive confirmation my application has been accepted I will cancel my insurance or the portion of insurance held with the other insurance provider within 60 days, and I won't request an insurance transfer, consolidation, continuation option or reinstatement of my current insurance with any other insurance provider
- i** that my consolidated insurance is subject to me being actively performing, or capable of actively performing, all of the duties of my usual occupation for at least 30 hours per week, and I'm performing my duties free from any limitation due to Illness or Injury on the date of this application and the date immediately preceding the acceptance of the insurance by the Insurer
- j** that my insurance will not start until the later of:
 - the date the Insurer accepts my application
 - the date of cancellation of my existing insurance cover, or the portion approved by us from the previous provider
 - Before your insurance cover starts, the Insurer may ask whether there have been any changes that would cause you to answer the Insurer's questions differently. Letting the Insurer know about any changes as soon as they happen could save you time, as some changes may need further assessment or investigation.
 - After the insurance cover starts, if you think you may not have met your duty to take reasonable care not to make a misrepresentation, please contact the Insurer immediately and they will let you know whether it has any impact on the insurance cover.
- k** I acknowledge that I have access to the Insignia Financial Group's Privacy Policy and the the Insurer Privacy Policy and agree that the Insurer, and any member of the Insignia Financial Group, may collect, use, disclose and handle my personal information in a manner set out in these policies, available on **mlc.com.au**
- l** if your account balance is under \$6,000 and/or you're under 25 years old you need to elect in writing to have insurance cover. Completing this form will be considered your written election.
- m** I elect to be provided with insurance, and for the insured benefit to be provided, even if my account balance in this product/fund is less than \$6,000 and/or I'm under 25 years old.
- n** I understand that by signing this form I am electing to have my automatic insurance (if eligible) and the insurance in this application combined.

Member's signature

	Date (DD/MM/YYYY) <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td><td style="width: 10%; height: 20px;"> </td></tr></table>										

9. 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**