

Equip Account Based Pension

Product Disclosure Statement

1 October 2020



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What is an account based pension?

An account based pension (ABP) is a flexible pension that can provide you with regular income for your retirement. Because it's flexible, you can also withdraw extra money if you need it, perhaps for a holiday.

The benefits of an account based pension

- receive a regular income with your choice of payment frequency, but with access to additional money if you need it,
- your savings continue to be invested in the options you choose,
- there's no tax on your investment earnings, and
- end your pension at any time, transfer into another super or pension account, or cash it out.

If you still want to work

If you reach your preservation age and have super benefits, you can start a transition to retirement pension (TRP), which allows you to receive regular pension payments while you're still working.

This might appeal if you want to reduce your working hours but still maintain your income, or if you're not quite ready to permanently leave the workforce but need additional income.

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For more information on a TRP, you should refer to our TRP PDS, which you can find on our website equipsuper.com.au or by calling our Helpline 1800 682 626.

This PDS is a summary of significant information. The information provided in this PDS is general information only and does not take into account your personal financial situation or needs. You should consider whether this information is appropriate to your personal circumstances before acting on it and, if necessary, you should seek professional financial advice tailored to your personal circumstances. Where tax information is included you should consider obtaining personal taxation advice.

This PDS was up to date at the time it was prepared. Some information in this PDS is subject to change from time to time. If a change does not adversely affect you, we may update the information by notice on our website, equipsuper.com.au, and/or inclusion in the next available edition of our newsletter. You can find updated information by logging into the members area of our website or calling our Helpline 1800 682 626. A paper copy of updated information will be given to you without charge on request.

Together Trustees Pty Ltd ABN 64 006 964 049, AFSL 246383 ("the Trustee") is the Trustee of the Equipsuper Superannuation Fund ABN 33 813 823 017 ("Equip").

Payments

! A pension is different to super

Once you have established an Equip pension, you **cannot** make any further regular or one-off contributions to the pension account. To add more funds, you would need to cease your pension and establish a new pension.

Who can open a pension account

You can open a pension account if you meet one of these criteria:

- you are age 65 or older;
- you have changed employers on or after age 60;
- you have permanently retired from the workforce on or after your preservation age;
- you have reached age 60 and have ceased employment since attaining 60 or you have reached age 60 and have changed employment since attaining age 60;
- Equip is satisfied you are permanently disabled; or
- you are eligible to receive a superannuation death benefit.

Your 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
On or after 1 July 1964	60

Is a pension for me? Getting advice

Purchasing an Equip pension is something you should consider carefully in the context of your overall financial strategy for your retirement. We recommend you obtain financial advice before entering into an Equip pension to ensure it is the right product for you. Some considerations you should think about include:

- Your financial commitments (both current and on-going)
- Taxation
- Impact on any social security (Centrelink) payments
- Your life expectancy beyond retirement.

If you would like to arrange to speak to an Equip Financial Planner[^], please call **1800 065 753** or visit the website at equipsuper.com.au for further information.

[^] Togethr Financial Planning Pty Ltd ("TFP") (ABN 84 124 491 078, AFSL 455010), trading as Equip Financial Planning, is licensed to provide financial planning services to retail and wholesale clients. TFP is owned by Togethr Holdings Pty Ltd (ABN 11 604 515 791). You can obtain the TFP Financial Services Guide and/or Privacy Statement by contacting our Helpline 1800 682 626.

Choose how often you receive a payment

You can choose to have your pension paid on a fortnightly, monthly, quarterly, half-yearly or annual basis.

Pension payment dates

We make payments directly into your bank account by the due dates listed below, based on the payment frequency you have chosen:

Fortnightly: every second Thursday.

Monthly: the 15th of the month or the working day prior if the 15th is a weekend or public holiday.

Quarterly, half-yearly and annually: You must nominate the first month in which the payment is to be made and subsequent payments will be three, six or twelve months later. Payments will be made on the 15th of that month or the working day prior if the 15th is a weekend or public holiday.

Your first pension payment will be made in the payment cycle immediately after your pension has been opened.

Change how often you receive a payment

You can change how often you receive your pension payments at any time by logging into the members' area of our website equipsuper.com.au, or by completing the *Change your pension details* form available online or from our Helpline 1800 682 626.

Choose the amount you receive

You can nominate an amount that you'd like to receive, or you can decide to just receive the minimum amount.

You can also make an additional lump sum withdrawal at any time in addition to your regular pension payments. Lump sum withdrawals do not count towards your minimum pension amount.

Minimum pension amount

The minimum pension you need to receive for financial year 2020/21 is half of what it usually is. It is calculated as a percentage of your account balance as at 1 July, based on your age:

Age	Percentage of account balance
Under 65	2%
65 – 74	2.5%
75 – 79	3%
80 – 84	3.5%
85 – 89	4.5%
90 – 94	5.5%
95 plus	7%

The minimum pension payment you must receive is pro-rated if you open your pension part way through a financial year. However, if you open your pension on or after 1 June, you don't need to receive a payment in the remainder of that financial year.

An example of the minimum pension amount

Harry is 60 years old and has recently retired. He wishes to purchase an ABP with \$400,000. His minimum income amount would be:

$$\begin{aligned} &= \$400,000 \times 2\% \\ &= \$8,000 \end{aligned}$$

Therefore, Harry can choose an income amount between \$8,000 and up to 100% of his balance.

At the start of each financial year, the minimum pension amount will be re-calculated using Harry's 1 July account balance.



Payments

Change the amount you receive

You can change the amount of your pension payments at any time by logging into the members' area of our website equipsuper.com.au, or by completing a *Change your pension details* form available online or from our Helpline 1800 682 626.

If you request an amount that is less than your minimum pension amount, we'll adjust the amount to meet the minimum required by law.

If you need extra money

You can make lump sum withdrawals from your pension at any time by logging into the members' area of our website equipsuper.com.au, or by completing the *Pension benefit application* form available online or from our Helpline 1800 682 626.

Lump sum withdrawals won't count towards your minimum pension amount for the year.

If your account balance falls below \$1,000

You will continue to receive pension payments until your account balance falls below \$1,000. At that point, we will pay the balance to you as a lump sum and you will receive no further pension payments.

When we may automatically transfer your account out of Equip

If you become lost and your account becomes unclaimed money

If mail sent to your last known address is returned at least twice, or if we have never had an address for you, we must notify the ATO that you are a lost member. The ATO will add your name to the Lost Members Register, where you can obtain information about any super accounts in funds that have lost contact with you.

If your benefit becomes 'unclaimed money' (as defined in superannuation legislation), your benefit may be transferred to the ATO, where it is held on your behalf until you claim it.

In general, your benefit becomes unclaimed money if:

- you are a temporary resident and have not claimed your benefit within six months of leaving Australia; or
- you have reached age 65 and not instructed us about your benefit, we have not received any amounts into the fund for you for at least two years, and we have not been able to contact you for five years; or
- you meet the definition of being a lost member who is uncontactable or has had an inactive account for more than 12 months and;
 - your account does not support a defined benefit interest;
 - is less than \$6,000; or
 - we don't believe it will be possible to pay your benefit to you in the future; or
- you have died and your account has been inactive for at least two years and we are unable to ensure that your benefit is received by the persons entitled to receive it.

Family Law and your super

Couples who divorce or separate are able to divide their super entitlements (including pensions) as part of their property settlements. These Family Law rules apply to legally married couples and genuinely separated couples (including defacto couples in all states except Western Australia).

We recommend you seek advice from a licensed financial advisor before finalising an agreement involving your superannuation benefit, as there may be tax, social security and other financial implications arising from splitting your superannuation entitlements.

Investing your pension

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Investment options and performance

We have always taken a long term view of investing and use a combination of in-house management and external specialists to manage our investment portfolios.

You can obtain the most recent investment returns and daily unit prices from our website or request information from our Helpline.

Your investment choice

You can invest in one of our five Diversified options, each with asset allocations determined by us or, if it suits your investment plan, you can choose any combination of our Diversified and/or Sector Specific investment options.

The default investment option

If you do not indicate your investment preferences on your application form, we will invest your opening balance in the Conservative investment option.

You can make changes to your investments by logging into the members' area of our website equipsuper.com.au, or by completing the *Change your pension investments* form available online or from our Helpline 1800 682 626.

Changing your investment options

You can switch your investments at any time by logging into the members' area of our website equipsuper.com.au, or by completing the *Change your pension investments* form available online or from our Helpline 1800 682 626.

If we receive your request to switch your investments prior to 4pm Melbourne time on a Melbourne business day, it will be effective using the unit prices for that day. If your request is received after 4pm on a Melbourne business day, or on a weekend, then the change will be effective the next business day.

Your pension payment drawdown options

When you choose more than one investment option, you can decide whether you would also like to nominate how we drawdown on your investment options to pay your pension.

If you don't nominate a specific percentage for the drawdown from each of your investment options, then we'll drawdown payments from each investment option in proportion to the balance in each option at the time we process your payment. This means that if, at the time of payment, 40% of your balance is invested in Balanced Growth and 60% in Conservative, we would draw your pension payment in the same 60:40 ratio from those options.

After an investment switch, we will deduct your pension payments from each of your investments proportionally, unless you specifically instruct us otherwise.

Changing your drawdown options

You can switch your drawdown options at any time by logging into the members' area of our website equipsuper.com.au, or by completing the *Change your pension investments* form available online or from our Helpline 1800 682 626.

Investment principles

Before you select any investment options, you need to:

- assess your own individual needs and objectives; and
- work out your own attitude to investing.

The information provided in this section is general advice. It has been prepared without taking into account your investment objectives, personal circumstances, and particular needs.

You should speak to a licensed financial planner who can help you achieve your financial goals within your own risk tolerance.

Note that the value of investments can go up and down. Past performance is not necessarily indicative of future performance.

There are four important investment fundamentals that you might want to take into account when making your investment selection:

1. Risk tolerance

Investment risk refers to the likelihood of negative returns and loss of capital over various timeframes. Generally, growth assets such as shares and property are more volatile and their values may fluctuate widely, particularly over the short term. Defensive assets, such as fixed interest and cash, are generally less volatile and fluctuate less in value than growth assets.

How much volatility you are prepared to accept will depend on your own attitude to investments, your previous experiences, your investment timeframe and your life expectancy (among other things). Your risk profile will greatly influence your investment selection and the weightings in growth and defensive assets (asset allocations).

2. Risk versus return

Generally, growth assets may outperform defensive assets over the long term, but have a higher degree of risk (negative returns) along the way. Defensive assets generally provide a lower rate of return, but are less risky, and historically less volatile.

3. Diversification

Diversification is a method of reducing investment risk. It means spreading your investments both across, and within, asset classes. The principle is that the more you diversify, the more you may be able to reduce investment risk. It is important to understand that there is a level of risk with all investments, and you can never totally remove investment risk.

4. Timeframe to invest

It is important to work out your investment timeframe. Generally, defensive asset allocations are better suited to short-term investment time frames. However, superannuation is generally seen as a long term investment.

Your strategy

An important part of successful investing is to set a strategy for the long term and regularly monitor investment performance to ensure it is meeting your personal objectives. Before making any decisions about investing your money, you should seek advice on this from a licensed financial advisor.



Investing your pension

Switching

Frequent switching between investment options and trying to second-guess the market can be risky. You should switch only after a thorough review of your long-term investment strategy. We recommend you obtain financial advice before making any decisions about switching between investment options.

Derivatives

Derivatives are investments where investment values are based on those of an underlying physical security. For instance, the value of a share option is based on the price of the underlying share. Equip permits the selective use of derivatives as part of its investment strategy in any of its investment options. Derivatives enable us to hedge against risk by increasing or decreasing exposure to individual securities and markets without having to buy or sell underlying physical securities.

Unit prices

When you invest with Equip, your money buys a number of units in each of your nominated or default investment options.

Unit prices go up and down according to investment performance and the unit price of an investment option will fluctuate to reflect investment earnings (which can be positive and/or negative) and deductions for investment fees, costs and taxes. These movements are ultimately reflected in your account balance.

Our latest unit prices are usually updated on our website by 10 a.m. on the second business day after the business day on which they are calculated. Unit prices are not calculated for weekends or Melbourne public holidays. The publication of unit prices might be delayed as a consequence of abnormal market conditions or system failures. In such circumstances, Equip will use its best endeavours to publish unit prices as soon as possible.

The unit prices are calculated after an estimate of investment fees and taxes are taken out. These estimates will be adjusted as information becomes available for the calculation of future prices.

When you exit from Equip, your units are sold at the applicable unit prices available on the date your transaction is processed.

What happens if we make a mistake when calculating unit prices?

Although we have controls in place to check for unit pricing errors, occasionally they may occur. Equip follows industry practice if an error is made. Interested members can view FSC Standard No.17 on the Financial Services Council website at fsc.org.au

Sustainable Responsible Investment Option

Equip members can access Sustainable Responsible Investments (SRI) via a Sector Specific option that almost entirely invests in Australian shares.* The investments of the option comprise a portfolio run by Equip which replicates the Dow Jones Sustainability Index Australia**, an index established and tracked by RobecoSAM. The option utilises the Dow Jones Sustainability Index Australia, a float-adjusted market capitalisation weighted index which is comprised of approximately 70 companies selected by RobecoSAM from a universe of approximately 200 of the largest Australian listed companies.

The companies selected by RobecoSAM for inclusion in the Dow Jones Sustainability Index Australia are assessed as leading their industry peers in terms of sustainable business practices. The Dow Jones Sustainability Index Australia is designed to create a portfolio that captures the performance of Australia's sustainability leaders with characteristics similar to those of the broader Australian equity market (as represented by the S&P/ASX 200 Index).

* Note that the Diversified options do not include the Sustainable Responsible Investments option. Rather, the Diversified options use the Australian Shares option to gain Australian equity exposure.

** The index will vary over time due to a range of influences including but not limited to changes made by RobecoSAM to the corporate sustainability assessment and due to other changes that Australian equity portfolios are typically subject to, such as market movements and company related events. In addition, there may be modest variations between the Equip portfolio and the Dow Jones Sustainability Index Australia due to a number of influences, such as rounding and timing differences.

The Dow Jones Sustainability Australia Index is a joint product of S&P Dow Jones Indices LLC and/or its affiliates and RobecoSAM AG ("RobecoSAM"), and has been licensed for use by Togethr Trustees Pty Ltd. S&P is a registered trademark of Standard & Poor's Financial Services LLC ("S&P") and Dow Jones(R) is a registered trademark of Dow Jones Trademark Holdings LLC ("Dow Jones"). "RobecoSAM" is a registered trademark of RobecoSAM AG. The trademarks have been licensed to S&P Dow Jones Indices LLC and its affiliates and have been sublicensed for use for certain purposes by Togethr Trustees Pty Ltd. Togethr Trustees Pty Ltd's product(s) are not sponsored, endorsed, sold or promoted by S&P Dow Jones Indices LLC, Dow Jones, S&P, RobecoSAM or any of their respective affiliates (collectively, "S&P Dow Jones Indices"). S&P Dow Jones Indices make no representation or warranty, express or implied, to the owners of the Togethr Trustees Pty Ltd's product(s) or any member of the public regarding the advisability of investing in securities generally or in Togethr Trustees Pty Ltd's Product(s) particularly or the ability of the Dow Jones Sustainability Australia Index to track general market performance.

How the Dow Jones Sustainability Index Australia works

The Dow Jones Sustainability Index Australia includes leading stocks in terms of sustainable business practices from approximately 21 RobecoSAM Dow Jones Sustainability Index Australia industry sectors. The Dow Jones Sustainability Index Australia is reviewed annually and rebalanced quarterly to ensure that the index composition accurately represents the top 30% of the leading sustainable Australian companies in each of the 21 Dow Jones Sustainability Index Australia sectors respectively. Most companies have a primary listing on the Australian Securities Exchange (ASX) but others may be included if they have adequate liquidity on the ASX and have a significant part of their business operations in Australia.

The process used by RobecoSAM to select companies for the Dow Jones Sustainability Index Australia is called the corporate sustainability assessment. This is a proprietary methodology designed to score companies in terms of corporate sustainability with a focus on their ranking within industry sectors. RobecoSAM carries out the corporate sustainability assessment by asking ASX listed companies (excluding investment companies) to complete a questionnaire and provide

Investing your pension

supporting documentation. RobecoSAM also uses publicly available information and data and carries out a media and stakeholder analysis. The media and stakeholder analysis involves RobecoSAM analysts reviewing final assessments and scores to determine if they are fair and accurate given more recent developments and news.

The criteria and weightings which RobecoSAM uses to assess and rate companies in terms of corporate sustainability include both general and industry specific criteria, and cover the economic, environmental and social or labour dimensions outlined below:

■ Economic

Economic criteria not only reflect the financial robustness, strategic planning processes and governance but also how a company adapts to changing market demands, sustainability trends and macro-economic driving forces. These criteria measure a company's ability to make use of the economic benefits from sustainability opportunities and risks.

■ Environmental

Environmental criteria cover the environmental management and performance of a company. These criteria measure a company's efforts to reduce and avoid environmental pollution.

■ Social and labour

Social criteria cover both internal (employee relations and labour practices) and external (stakeholder and community relations) aspects. Social criteria are based on worldwide minimum standards and best practices and also take into account the manner in which companies deal with human rights issues internally, in their supply chain and in the communities in which they operate.

Weighting and portfolio construction

The weighting given to economic, environmental and social considerations can vary substantially over time and across industries. Based on major global sustainability challenges identified by RobecoSAM's analysts, general criteria relating to standard management practices and performance measures, such as corporate governance, human capital development and risk and crisis management, are defined and applied to each of the sectors. The general criteria account for approximately 40% to 50% of the assessment, depending on the sector. At least 50% of the questionnaire covers industry-specific risks and opportunities that focus on economic, environmental and social challenges and trends that are particularly relevant to companies within that industry.

Based on RobecoSAM's corporate sustainability assessments, companies are ranked within their industry group and selected for the Dow Jones Sustainability Index Australia, if they are among the sustainability leaders in their field.

Managing your investments

Equip's Investment Committee, comprised of directors and external advisors, sets the strategy and manages our investments.

External investment managers are used to provide members with the advantages of different investment management styles.

Different styles enable us to identify and take advantage of diverse opportunities with the potential to enhance returns to members and to manage risk.

You can find a list of our current investment managers on our website equipsuper.com.au.



Balancing risk and return

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There is risk associated with any investment, but some asset classes have historically proven to be less volatile, that is, less prone to up and down fluctuations than others.

Risks

There is risk that investment returns are not what you expect and may be negative. Levels of investment risk are linked to the asset classes in which you have invested and a host of external factors such as investment market fluctuations, political and economic changes, natural disasters, pandemics and man-made influences such as outbreaks of war or terrorist acts.

Clearly, there is little you can do about external forces affecting your investments, but you strongly influence outcomes through your choice of investment options.

As a rule of thumb, some growth investments that carry a greater risk may deliver higher returns over the long term. However, they can also produce negative results, particularly over shorter terms. As such, extended investment periods may be appropriate for investors with significant exposure to shares and property.

Returns

We present investment earnings as net returns in our reports. This is the return after tax and investment fees are accounted for. When you compare Equip with other funds, you should ensure that their returns are after tax and investment fees are taken out.

Refer to “Diversified options and performance” and “Sector Specific options and performance” for information on the returns associated with our investment options.

The risk and return for Diversified and Sector Specific options

For Diversified options, you should consider the relative influence of the predominant asset classes in which they are invested. For example, in Balanced Growth, the risk is primarily influenced by the growth assets, shares and property.

When you invest in Sector Specific options, you are exposed to the performance of specific asset classes. If you choose Sector Specific options, we suggest that you consider diversifying your investment and spreading your risk. You should review your asset allocation at least once a year to ensure it is still consistent with your objectives.

To help you understand more about the asset classes available to you through Equip and the risks associated with them, we suggest you read the information on these two pages.

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Get advice

Everyone’s tolerance to risk is different and often changes as we progress through life. If you are unfamiliar with the behaviour of investment markets and the economic influences on them, you should seek the advice of a licensed financial advisor.

A licensed financial advisor can assist you to identify your goals and determine the right balance of risk and return for you in the context of your personal circumstances and goals.

Shares

Investors acquire an ownership stake in a company via shares (sometimes also called equities). Shares are usually listed on stock exchanges. For example, Australian shares are listed on the Australian Stock Exchange (ASX); shares in the United States may be listed on a number of exchanges, such as the New York Stock Exchange or the NASDAQ; and so on.

The expected return of shares is higher than the returns generated by some other asset classes, but the risk associated with the asset class is greater.

Equip invests its shares in two distinct buckets: Australian shares and shares domiciled overseas. Overseas shares open up a wide range of investment opportunities. Australian shares make up only about 3% of the worldwide share market. Investing in overseas share markets allows us to broadly diversify our share holdings across companies, sectors and countries. A large proportion of Equip’s overseas shares portfolio is invested in the world’s largest sharemarket, the US. We also have some investments in so-called emerging markets, such as in Asia and South America.

An attractive feature of Australian shares is that the Fund receives franking credits from some of its share investments. Franking credits are tax credits available to investors for income earned in the form of fully franked dividends by listed companies. If a dividend is franked, it means it has been paid out of the company’s retained earnings after tax has been paid. For investments in overseas shares, the Fund does not get any franking credits, but may receive some withholding tax credits.

In the Diversified options, you are invested in both Australian and overseas shares. Within the Sector Specific options, you can invest in Australian Shares only; or you can get exposure to the international share markets by investing in the Overseas Shares option.

Risk

Sharemarkets go up and down, but generally trend upward over the long term. The risk associated with share investments is linked to economic trends both in Australia and overseas, interest rate movements, political change, consumer spending, employment levels, inflation, investor confidence – a complex mix of financial measures.

The long-term upward trend for share markets is due to the growth in the capital value of companies. The risk, of course, is that some companies will fall out of favour or disappear altogether, which is why we invest in a number of companies and industry sectors.

An added risk when investing in international shares is currency fluctuations. If you are investing in overseas markets in Australian dollars, the value of your investment will decline if the Australian dollar’s value increases substantially against other currencies. Of course, the opposite is true if the Australian dollar’s value declines. To offset some of this risk, we may partially “hedge” against currency fluctuations, depending on our assessment of likely currency movements.

Because of the long-term growth cycle of shares, it is prudent to plan to hold such investments for extended periods of time. You may experience some years of zero or even negative returns in shares but, if you can invest over time, they will generally deliver a positive return.

Balancing risk and return

Property

This asset class involves investing in properties, such as shopping centres, office buildings and factories.

The costs involved in developing and purchasing prime real estate are substantial, and successfully managing it requires yet another set of skills. Thus rather than owning real estate directly, we buy exposure to the asset class through investment trusts, when we believe these have the potential to deliver good long-term investment returns. The property trusts may be listed or unlisted and may include both Australian and international investments.

An advantage of using trusts for property investment is that it is generally easier to sell shares or units to other investors, rather than having to sell actual buildings. Furthermore, trusts allow us to further diversify our exposure to the asset class.

If you invest in any of the Diversified options you are invested in property; you can also choose it as a Sector-Specific option.

Risk

Some people often get the sense that property prices never go down. We feel comfortable with 'bricks and mortar' investments because, among other things, they include our own home. However, there are risks associated with property investments, linked to economic drivers like employment levels, consumer confidence and, in particular, interest rates.

Like shares, the long-term trend in property prices is upwards, but the market can flatten out and even be negative, particularly if there are sustained rises in interest rates. Historically, returns on property have been higher than bonds over the longer term but with higher risk.

We hedge any currency exposure we may have through our overseas property holdings fully back into the Australian dollar, so there is no currency risk.

Infrastructure

Infrastructure provides essential services to the public, ensuring economies work smoothly. Infrastructure encompasses a broad range of assets, such as toll roads, airports, water utilities and power generation facilities, pipelines, schools and health care facilities, to name a few.

Infrastructure assets tend to have a long lifespan and are thus generally well suited for long-term investors, such as super funds. Returns from infrastructure are generated from both capital growth of the assets as well as the long-term income streams derived from them.

Equip can invest in infrastructure, both directly and via unlisted and listed investment trusts. With infrastructure, we can further diversify the risk and return of our investment options.

All Diversified options with the exception of the Conservative option have a benchmark allocation to infrastructure.

Risk

As we do not offer direct investments for members in infrastructure, the risks associated with such assets are captured in the risk profiles of the Diversified investment options.

Infrastructure assets are subject to some price volatility. Equip prefers to invest in assets which are relatively mature and have actual cash flows.

Fixed interest

Fixed interest securities, also called fixed income or bonds, are issued by federal and state governments, as well as by companies. If you buy a bond, it usually entitles you to regular payments of interest over a fixed period plus the return of your investment at the end of the period. Our fixed interest investments include both Australian and overseas bonds. They may also include indexed bonds, which are similar to other diversified fixed interest investments except that their returns are increased (indexed) each year by the amount of inflation. They offer good insurance against a rise in inflation with similar risk and return to fixed interest.

Fixed interest is an integral part of the strategic allocation of all the Diversified investment options, bar Growth Plus, and you can also invest in a Sector Specific option.

Risk

The bond market is a complex trading environment, driven by economic factors, investor sentiment towards growth assets like shares and interest rate movements. In a rising interest rate environment, bonds can lose some of their capital value.

Over the long term, fixed interest delivers lower returns than equities and property. However, there are times when the regular income payments that fixed interest provides make this type of investment attractive.

We hedge any currency exposure we may have through overseas fixed interest securities fully back into the Australian dollar, so there is no currency risk.

Growth and defensive alternatives

Alternatives are assets that allow our investment managers to take advantage of special investment opportunities that may arise. Equip has divided the alternatives asset class into growth alternatives and defensive alternatives.

Growth alternatives include investments such as private equity, multi-asset portfolios and hedge funds. Defensive alternatives include credit portfolios.

Risk

The risks associated with well-selected alternatives depend on the type of investment. As we do not currently offer direct investments for members in the alternatives asset classes, their risk profiles are captured within our Diversified investment options.

Cash

This is not just money in the bank but also money invested for a short time in money market securities such as bank term deposits and bank bills.

All Diversified options have a benchmark allocation to cash, with the exception of Growth Plus. You can also invest in a Sector Specific option.

Risk

The risk associated with cash investments (money in the bank and term deposits) is generally minimal, although the investment upside is also minimal. Cash tends to be a safe haven in times of economic uncertainty; occasionally you may wish to preserve capital by allocating some of your super to cash. However, small negative returns may be experienced in a very low interest rate environment.



Understanding each investment option

Comparing performance

You can obtain the most recent investment returns, daily unit prices and information on our portfolio holdings from our website, equipsuper.com.au or from our Helpline. Investment performance is net of investment expenses and other indirect investment costs.

You can use this information to compare Equip’s investment performance against other funds. However, if you are comparing our performance with other funds, it is important to ensure you take into account the underlying asset allocations, the investment related tax expenses/benefits and the objectives and management styles for the investment options you are comparing. Any variation in these factors can result in significant differences in the performance of the investment options you are considering.

You should also be aware that past performance is no guarantee of future performance.

Investment objectives

The investment objectives for the Diversified investment options aim to earn investment returns higher than the inflation rate. Inflation is measured by the Consumer Price Index (CPI) published by the Australian Bureau of Statistics (ABS), which indicates the average change in prices paid for a ‘basket’ of goods and services.

The investment objectives are not forecasts or predictions. They simply represent a benchmark against which the Trustee monitors performance.

Apart from the Sector Specific SRI option, Equip does not take into account any specific ethical, social, labour standards or environmental considerations in making the investment options available to members.

Strategy

While the investment objective states the investment aim, the strategy provided for each option is a guide to how we intend to go about achieving the objective.

You should note that these objectives are not predictions or forecasts, but merely represent a performance measure for each strategy.

Benchmark allocations and permitted ranges

The pie charts describing asset allocations set out here are based on benchmark (or long-term, strategic) allocations for the Diversified investment options.

Actual asset allocations may vary from the benchmark allocations within permitted ranges from time to time depending on market movements, cash flows and tactical investment decisions.

In particular, we may alter asset allocations within the permitted ranges to manage investments through adverse or abnormal market conditions.

Standard risk measure

The standard risk measure is based on industry guidance to allow members to compare investment options that are expected to deliver a similar number of negative annual returns over any 20 year period.

The standard risk measure is not a complete assessment of all forms of investment risk. For instance, it does not detail what the size of a negative return could be or the potential for a positive return to be less than what you may require to meet your objectives and it is based on predictions of the future economic environment which may change over time. Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return.

You should ensure that you are comfortable with the risks and potential losses associated with your chosen investment options and if necessary you should seek professional financial advice. Equip does not guarantee the performance of the Fund. And, as mentioned, past performance is not an indicator of future performance.

Risk Band	Risk Label	Estimated number of years of negative annual returns over any 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

Diversified options

Our Diversified options

Our Diversified investment options offer a blend of asset allocations applicable to different investment goals and tolerance to risk. You have a choice of five different options: Growth Plus, Growth, Balanced Growth, Balanced and Conservative.

Growth Plus

Investment objective

Achieve a net return of at least 4.5% p.a. above inflation (measured by CPI) over a rolling 10 year period.

Strategy

Invest primarily in Australian and overseas shares, while providing some exposure to property and alternative assets. These are growth investments, with the property allocation providing some diversification from shares.

Benchmark allocations

Actual asset allocation for each asset class may vary from time to time within the permitted ranges published in the table below:

Asset class	Permitted range	Benchmark allocation
Growth assets	85–100%	100%
Australian shares	33-53%	43%
Overseas shares	38-58%	48%
Property	0-15%	3%
Infrastructure	0-20%	3%
Growth alternatives	0-20%	3%
Defensive assets	0-15%	0%
Fixed interest	0-10%	0%
Defensive alternatives	0-10%	0%
Cash	0-10%	0%

Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (7 to 14 years). Members should hold the investment for a minimum of 7 years.

Who should invest in this option?

This option is designed for members who are prepared to accept an aggressive asset allocation which has the potential of providing higher returns, but also increases the risk of a negative return.

Standard risk measure

The risk level of this option is high, with a likelihood of negative returns occurring 5.3 years in a 20 year period.

Growth

Investment objective

Achieve a net return of at least 4% p.a. above inflation (measured by CPI) over a rolling 10 year period.

Strategy

Invest primarily in Australian and overseas shares, while providing some exposure to property and defensive assets. These are growth investments, with the property allocation providing some diversification from shares.

Benchmark allocations

Actual asset allocation for each asset class may vary from time to time within the permitted ranges published in the table below:

Asset class	Permitted range	Benchmark allocation
Growth assets	70–100%	85%
Australian shares	25-45%	35%
Overseas shares	25-45%	35%
Property	0-15%	5%
Infrastructure	0-20%	5%
Growth alternatives	0-20%	5%
Defensive assets	0-30%	15%
Fixed interest	0-17%	7%
Defensive alternatives	0-15%	5%
Cash	0-13%	3%

Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (6 to 12 years). Members should hold the investment for a minimum of 6 years.

Who should invest in this option?

This option is designed for members who are prepared to accept an aggressive asset allocation which has the potential of providing higher returns, but also increases the risk of a negative return.

Standard risk measure

The risk level of this option is high, with a likelihood of negative returns occurring 4.6 years in a 20 year period.



Diversified options

Balanced Growth

Investment objective

Achieve a net return of at least 3.5% p.a. above inflation (measured by CPI) over a rolling 10 year period.

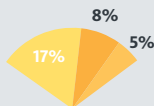
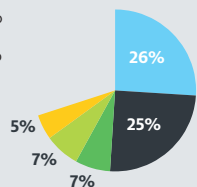
Strategy

Invest mainly in growth assets such as shares and infrastructure, which are expected to earn higher returns over the long term. Invest the balance in more stable assets like fixed interest securities and other defensive assets.

Benchmark allocations

Actual asset allocation for each asset class may vary from time to time within the permitted ranges published in the table below:

Asset class	Permitted range	Benchmark allocation
Growth assets	50–90%	70%
Australian shares	10-45%	26%
Overseas shares	5-45%	25%
Property	0-20%	7%
Infrastructure	0-20%	7%
Growth alternatives	0-20%	5%
Defensive assets	10-50%	30%
Fixed interest	0-35%	17%
Defensive alternatives	0-30%	8%
Cash	0-30%	5%



Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (5 to 10 years). Members should hold the investment for a minimum of 5 years.

Who should invest in this option?

This option is designed for members who want a balance between risk and return but who are prepared to accept a more aggressive asset allocation than the Balanced option.

Standard risk measure

The risk level of this option is medium to high, with a likelihood of negative returns occurring 3.6 years in a 20 year period.

Balanced

Investment objective

Achieve a net return of at least 2.5% p.a. above inflation (measured by CPI) over a rolling 5 year period.

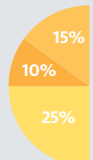
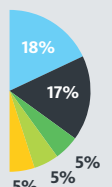
Strategy

Provides an even distribution between growth and defensive assets. The aim is to provide a balance of capital growth with reduced volatility.

Benchmark allocations

Actual asset allocation for each asset class may vary from time to time within the permitted ranges published in the table below:

Asset class	Permitted range	Benchmark allocation
Growth assets	30–70%	50%
Australian shares	8-28%	18%
Overseas shares	7-27%	17%
Property	0-20%	5%
Infrastructure	0-15%	5%
Growth alternatives	0-20%	5%
Defensive assets	30–70%	50%
Fixed interest	15-35%	25%
Defensive alternatives	0-20%	10%
Cash	5-25%	15%



Minimum investment timeframe

The minimum suggested time frame to invest in this product is medium term (4 to 8 years). Members should hold the investment for a minimum of 4 years.

Who should invest in this option?

This option is designed for members who want a balance between risk and return.

Standard risk measure

The risk level of this option is medium, with a likelihood of negative returns occurring 2.4 years in a 20 year period.

Diversified options

Conservative

Investment objective

Achieve a net return of at least 1.5% p.a. above inflation (measured by CPI) over a rolling 5 year period.

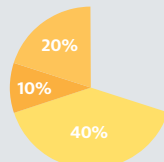
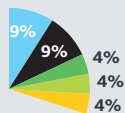
Strategy

Invest mainly in fixed interest securities and cash, which are expected to deliver stable returns over the long term. Invest the balance in shares and property.

Benchmark allocations

Actual asset allocation for each asset class may vary from time to time within the permitted ranges published in the table below:

Asset class	Permitted range	Benchmark allocation
Growth assets	10–50%	30%
Australian shares	0-19%	9%
Overseas shares	0-19%	9%
Property	0-14%	4%
Infrastructure	0-14%	4%
Growth alternatives	0-14%	4%
Defensive assets	50-90%	70%
Fixed interest	20-50%	40%
Defensive alternatives	0-35%	10%
Cash	10-30%	20%



Minimum investment timeframe

The minimum suggested time frame to invest in this product is short term (3 to 6 years). Members should hold the investment for a minimum of 3 years.

Who should invest in this option?

This option is designed for members who wish to select a less aggressive asset allocation in exchange for more stability and security.

Standard risk measure

The risk level of this option is low, with a likelihood of negative returns occurring 0.8 years in a 20 year period.



Sector specific options

Our Sector Specific options

Sector Specific options give you the ability to invest solely in an individual asset class, or choose your own asset allocation to create a diversified portfolio. You can invest in a mix of Sector Specific and Diversified options.

You should proceed cautiously when investing in Sector Specific options. You should objectively consider your familiarity with the individual asset classes, economic cycles, their impacts (positive and negative) on investment markets and, in particular, the performance and risks of asset classes.

These options aim to remain fully invested; however, due to timing differences and the need to generate cash flow requirements for member transactions, they may from time to time hold some cash and cash equivalents.

Australian Shares

Investment objective


This option aims to outperform its benchmark, the S&P/ASX Accumulation 300 Index, over a rolling 5 year period.

Strategy

Invest in Australian companies, usually listed on the Australian Stock Exchange (ASX).

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
Australian shares	90-100%	100%
Cash	0-10%	



Minimum investment timeframe

The minimum suggested timeframe to invest in this product is long term (7 to 14 years). Members should hold the investment for a minimum of 7 years.

Who should invest in this option?

This option is designed for members who are prepared to accept an aggressive asset allocation which has the potential of providing higher returns, but also increases the risk of a negative return.

Standard risk measure

The risk level of this option is very high, with a likelihood of negative returns occurring in 6.2 years in a 20 year period.

Overseas Shares

Investment objective

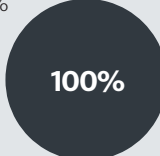
This option aims to outperform its benchmark, the MSCI World ex Australia Index (70% unhedged / 30% hedged), over a rolling 5 year period.

Strategy

Invest in overseas companies listed on one or more overseas stock exchanges.

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
Overseas shares	90-100%	100%
Cash	0-10%	



Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (7 to 14 years). Members should hold the investment for a minimum of 7 years.

Who should invest in this option?

This option is designed for members who are prepared to accept an aggressive asset allocation which has the potential of providing higher returns, but also increases the risk of a negative return.

Standard risk measure

The risk level of this option is high, with a likelihood of negative returns occurring in 5.5 years in a 20 year period.

Sector specific options

Sustainable Responsible Investments

Investment objective

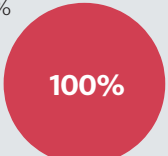
This option aims to outperform its benchmark, the Sustainable Asset Management's Dow Jones Sustainability Index Australia, over a rolling 5 year period.

Strategy

Invest in Australian companies, usually listed on the Australian Stock Exchange (ASX), subject to SRI criteria.

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
■ SRI	90-100%	100%
■ Cash	0-10%	



Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (7 to 14 years). Members should hold the investment for a minimum of 7 years.

Who should invest in this option?

This option is designed for members who are prepared to accept an aggressive asset allocation which has the potential of providing higher returns, but also increases the risk of a negative return.

Standard risk measure

The risk level of this option is very high, with a likelihood of negative returns occurring in 6.2 years in a 20 year period.

Property

Investment objective

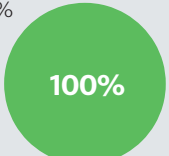
This option aims to outperform its benchmark, a blend of the Mercer Australia Unlisted Property Index (80%) and the FTSE EPRA/NAREIT Global Index (20%, hedged), over a rolling 5 year period.

Strategy

Invest in Australian and overseas listed and unlisted commercial property trusts.

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
■ Property	90-100%	100%
■ Cash	0-10%	



Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (5 to 10 years). Members should hold the investment for a minimum of 5 years.

Who should invest in this option?

This option is designed for members who wish to select a moderately aggressive asset allocation, which increases the risk of negative returns.

Standard risk measure

The risk level of this option is medium to high, with a likelihood of negative returns occurring in 3.5 years in a 20 year period.



Sector specific options

Fixed Interest

Investment objective

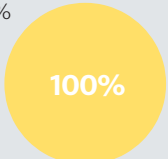
This option aims to outperform its benchmark, a mix of the Bloomberg AusBond All Maturities Composite Bond Index (50%) and the Bloomberg Barclays Global Aggregate Index (50%), hedged to Australian dollars, over a rolling 5 year period.

Strategy

Invest in interest bearing bonds and some indexed bonds in Australia and overseas.

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
Fixed Interest	90-100%	100%
Cash	0-10%	



Minimum investment timeframe

The minimum suggested time frame to invest in this product is long term (5 to 10 years). Members should hold the investment for a minimum of 5 years.

Who should invest in this option?

This option is designed for members who wish to select a relatively defensive asset allocation with more stability and security than more aggressive asset allocations. This option is expected to generate modest returns over time, with a small but not zero chance of negative return in any 12 month period, and is considered to be more aggressive than cash.

Standard risk measure

The risk level of this option is low to medium, with a likelihood of negative returns occurring in 1.8 years in a 20 year period.

Cash

Investment objective


This option aims to outperform its benchmark, the Bloomberg AusBond Bank Bill Index.

Strategy

Invest cash in money market securities such as bank term deposits and bank bills.

Benchmark allocations

Asset class	Permitted range	Benchmark allocation
Cash		100%



Minimum investment timeframe

The suggested time frame to invest in this product is short term (0 to 3 years). There is no minimum period suggested for holding this option.

Who should invest in this option?

This option is designed for members who wish to select a very defensive asset allocation with a very low chance of a negative return and expected stable but lower returns over the long term.

Standard risk measure

The risk level of this option is very low, with the likelihood of negative returns occurring in less than 0.5 years in a 20 year period.

Fees and costs

i 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 the fund or your financial adviser.

TO FIND OUT MORE

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

This document shows fees and costs that you may be charged. These fees and costs may be deducted from your account, from the returns on your investment or from the Fund assets as a whole.

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

Taxes are set out in another part of this document. Fees and cost for particular investment options are set out in this section.

You should read all relevant information about fees and costs because it is important to understand their impact on your investments.

Main fees and costs

Type of fee	Amount	How and when paid
Investment fee	Estimated to range from 0.06% to 0.46% p.a., depending on your investment options.	Investment and performance fees are deducted from the underlying asset value and reflected in the daily unit prices applied to your account. The fee depends on the investment option which applies to you.
Administration fee	\$2.50 per week plus 0.25% p.a. of your account balance (up to a maximum of \$1,250)	Deducted from your account effective on the last day of every month.
Buy-sell spread fee	Nil	N/A
Switching fee	Nil	N/A
Advice fees Relating to all members investing in a particular MySuper product or investment option	Nil	N/A
Other fees and costs	Refer to the additional explanation of fees and costs on the following page.	
Indirect cost ratio	Estimated to range from 0% to 0.88% p.a., depending on your investment options.	These investment related costs are not deducted from your account; rather, they reduce the value of the assets of each investment option before the daily unit price is determined. The estimate is based on the financial year ending 30 June 2020.

If your account balance is below \$6,000

If your account balance is less than \$6,000 at the end of the financial year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of the account balance. At the end of each financial year (or if you are leaving Equip), we will check and refund any excess fees charged. You'll see any of those types of refunds on your statement.



Fees and costs

Example of annual fees and costs

This table gives an example of how the fees and costs in the Conservative investment option can affect your superannuation investment over a one year period. You should use this table to compare this product with other superannuation products.

Example – The Conservative investment option		Balance of \$50,000
Investment fees	0.19% p.a.	For every \$50,000 you have in the Conservative option you will be charged \$95 each year
PLUS Administration fees	\$2.50 per week plus a 0.25% p.a. asset fee on your account balance	AND , you will be charged \$130 in administration fees regardless of your balance, plus \$125
PLUS Indirect costs for the Conservative option	0.22% p.a.	AND , indirect costs of \$110 each year will be deducted from your investment
EQUALS cost of product	\$460	If your balance was \$50,000, then for that year you will be charged fees of \$460 .

Additional explanation of fees and costs

Estimated fees and costs for each investment option

This table gives a detailed explanation of the total estimated fees and costs for each investment option. The total investment fee shown is estimated for the financial year from 1 July 2020, while the indirect cost ratio (ICR) shown is an estimate based on the financial year ending 30 June 2020.

As the performance fee shown is an estimate, the actual performance fee for each investment option will vary from year to year.

Diversified options	Investment fee			Indirect cost ratio (ICR)
	Base investment fee	Estimated performance fee	Total estimated investment fee	
Growth Plus	0.35%	0.08%	0.43%	0.22%
Growth	0.28%	0.06%	0.34%	0.26%
Balanced Growth	0.27%	0.04%	0.31%	0.28%
Balanced	0.20%	0.03%	0.23%	0.25%
Conservative	0.18%	0.01%	0.19%	0.22%
Sector Specific options				
Australian Shares	0.39%	0.00%	0.39%	0.18%
Overseas Shares	0.28%	0.18%	0.46%	0.18%
Sustainable Responsible Investments (SRI)	0.44%	0.00%	0.44%	0.24%
Property	0.15%	0.00%	0.15%	0.88%
Fixed Interest	0.19%	0.00%	0.19%	0.18%
Cash	0.06%	0.00%	0.06%	0.00%

Fees and costs

Defined fees

Activity fee	Explanation
<p>A fee is an activity fee if:</p> <p>a) the fee relates to costs incurred by the trustee of a superannuation entity that are directly related to an activity of the trustee:</p> <ul style="list-style-type: none"> i) that is engaged in at the request, or with the consent, of a member; or ii) that relates to a member and is required by law; and <p>b) those costs are not otherwise charged as an administration fee, an investment fee, a buy-sell spread, a switching fee, an exit fee, an advice fee or an insurance fee.</p>	<p>Some super funds may apply a fee if you make a contribution splitting request, family law information request or a family law account split request.</p> <p>Equip does not charge any activity fees.</p>
Administration fee	Explanation
<p>An administration fee is a fee that relates to the administration or operation of the superannuation entity and includes costs that relate to that administration or operation, other than:</p> <ul style="list-style-type: none"> a) borrowing costs; and b) indirect costs that are not paid out of the superannuation entity that the trustee has elected in writing will be treated as indirect costs and not fees, incurred by the trustee of the entity or in an interposed vehicle or derivative financial product; and c) costs that are otherwise charged as an investment fee, a buy-sell spread, a switching fee, an exit fee, an activity fee, an advice fee or an insurance fee. 	<p>Administration fees help cover the cost of running a superannuation fund.</p> <p>Equip charges an administration fee of \$2.50 per week, plus 0.25% p.a. of your account balance (up to a maximum of \$1,250).</p>
Advice fee	Explanation
<p>A fee is an advice fee if:</p> <p>a) the fee relates directly to costs incurred by the trustee of the superannuation entity because of the provision of financial product advice to a member by:</p> <ul style="list-style-type: none"> i) a trustee of the entity; or ii) another person acting as an employee of, or under an arrangement with the trustee of the entity; and <p>b) those costs are not otherwise charged as an administration fee, an investment fee, a switching fee, an exit fee, an activity fee or an insurance fee.</p>	<p>Equip members can access two levels of advice and any fee for that advice may be deducted from your super account. Equip does not pay commissions to financial advisors.</p> <p>Limited advice</p> <p>Equip Member Services can offer limited advice on your investment options. A fee may apply for some advice, and you can find out more by contacting our Helpline 1800 682 626.</p> <p>Personal advice</p> <p>Equip Financial Planning can offer you full personal advice. The fees for this service are outlined in the <i>Financial Services Guide</i> for Equip Financial Planning as well as in any statement of advice you receive, but we'll also let you know the fees upfront before any service is provided. You can book an appointment with Equip Financial Planning on our website or by contacting 1800 065 753.</p>
Buy-sell spread	Explanation
<p>A buy-sell spread is a fee to recover transaction costs incurred by the trustee of a superannuation entity in relation to the sale and purchase of assets of the entity.</p>	<p>Some super funds may charge a buy-sell spread to recover the cost of buying and selling various investments when you change your investment options.</p> <p>Equip does not charge a buy-sell spread to your account.</p>



Fees and costs

Indirect cost ratio	Explanation
<p>The indirect cost ratio (ICR) for an investment option offered by a superannuation entity is the ratio of the total of the indirect costs for an investment option to the total average net assets of the superannuation entity attributed to the investment option.</p> <p>Note: A fee deducted directly from a member's account is not included in the indirect cost ratio.</p>	<p>The investment fee and indirect cost ratio (ICR) are the costs associated with investing, including the fees paid to external managers, custodians and valuation fees. They are not deducted from your account directly, but are deducted from the underlying asset value and are reflected in the daily unit prices.</p> <p>The investment fees and ICR for each investment option are shown in the Estimated fees and costs for each investment option table earlier in this document.</p>
Investment fee	<p>The investment fee shown is comprised of a base fee (including an amount for the care and expertise in investing assets) and an estimated performance fee.</p> <p>Performance fees</p> <p>Any performance fees that Equip pays directly to an investment manager are paid if the manager outperforms its benchmarks by a certain hurdle rate.</p> <p>If the manager exceeds the hurdle, we will apportion the amount of the fee payments to the unit prices of those investment options to which the fee relates. Unit prices will be adjusted monthly to reflect actual performance payments to external managers.</p> <p>Performance fees cannot be known precisely in any given year, since the managers' outperformance cannot be anticipated. However, we have provided an estimate of the performance fees in this PDS. The performance fees may exceed this estimate, they may be lower or they may not be paid at all.</p>
<p>An investment fee is a fee that relates to the investment of the assets of a superannuation entity and includes:</p> <ul style="list-style-type: none"> a) fees in payment for the exercise of care and expertise in the investment of those assets (including performance fees); and b) costs that relate to the investment of assets of the entity, other than: <ul style="list-style-type: none"> i) borrowing costs; and ii) indirect costs that are not paid out of the superannuation entity that the trustee has elected in writing will be treated as indirect costs and not fees, incurred by the trustee of the entity or in an interposed vehicle or derivative financial product; and iii) costs that are otherwise charged as an administration fee, a buy/sell spread, a switching fee, an exit fee, an activity fee, an advice fee or an insurance fee. 	
Switching fee	Explanation
<p>A switching fee for a MySuper product is a fee to recover the costs of switching all or part of a member's interest in a superannuation entity from one class of beneficial interest in the entity to another. A switching fee for a superannuation product other than a MySuper product, is a fee to recover the costs of switching all or part of a member's interest in the superannuation entity from one investment option or product in the entity to another.</p>	<p>Some super funds may charge you a fee when you change your investment options.</p> <p>Equip does not charge a fee to switch your investment options.</p>

Fees and costs

Transactional and operational costs

Transactional and operational costs are costs relating to the purchase or sale of the assets of the fund, an underlying fund or other investment vehicle as well as costs associated with managing property investments.

These costs are deducted from the assets of the fund or of the underlying investment vehicle and are an additional cost to you.

Transaction costs include both explicit and implicit costs.

Explicit costs

Explicit costs include, but are not limited to, brokerage, clearing costs, stamp duty on an investment transaction, commissions, buy-sell spreads, due diligence costs, settlement costs and custody fees.

Explicit costs of investments are included in the indirect cost ratio (ICR) for each investment option.

Implicit costs

Implicit costs are embedded in the price of certain investments and include, but are not limited to, a bid/offer spread, which is the difference between the price a buyer is willing to pay (the bid price) and the price a seller is willing to accept (the ask price) for a particular security. Bid/offer spreads may be incurred when buying and selling fixed income securities such as bonds, foreign currency conversions and listed equities.

Many of these implicit costs are estimates as they are not known with certainty. The table following shows the estimated implicit costs for the 12 months to June 2020 for each investment option.

Implicit costs are not included in the investment fee or indirect cost ratio (ICR).

Borrowing costs

Borrowing costs are costs that relate to a credit provided to the superannuation fund trustee, or to entities in which the fund invests. They are additional costs to the investor which are deducted from the underlying assets and not from your account directly; they reduce the earnings returned to the fund. These costs are not included in the investment fee or indirect cost ratio (ICR).

The table following shows the estimated borrowing costs for each investment option for the past 12 months to 30 June 2020.

Property operating costs

Property operating costs include a range of costs associated with managing property investments, for example council and water rates, utilities and lease renewal costs. These costs are not included in the investment fee or indirect cost ratio (ICR).

The table following shows the estimated property operating cost for each investment option for the past 12 months to 30 June 2020.

Investment option		Estimated implicit costs	Estimated borrowing costs	Estimated property operating costs
Diversified	Growth Plus	0.07%	0.03%	0.03%
	Growth	0.08%	0.04%	0.03%
	Balanced Growth	0.08%	0.05%	0.04%
	Balanced	0.09%	0.03%	0.03%
	Conservative	0.09%	0.03%	0.03%
Sector Specific	Australian Shares	0.06%	0.00%	0.00%
	Overseas Shares	0.09%	0.00%	0.00%
	Sustainable Responsible Investments (SRI)	0.02%	0.00%	0.00%
	Property	0.01%	0.63%	0.64%
	Fixed Interest	0.12%	0.00%	0.00%
	Cash	0.01%	0.00%	0.00%

Changes to fees and costs

The fees and costs for Equip may change in the future. We'll give you 30 days notice before any increase in fees.

Tax

Refer to the 'Tax and general information' section for more information.

Tax benefits passed on to members

For an Equip account based pension member with exposure to Australian shares, tax offsets gained through franking credits are reflected in unit prices.

Other levies

At times, government bodies charge superannuation funds levies to recover the cost of superannuation related projects they undertook. Equip may choose to pass these costs on to members in proportion to their account balance.



Estate planning



There are a few different ways to let us know how to treat your pension account when you die.

You can nominate a:

- reversionary beneficiary,
- binding beneficiary or beneficiaries, or
- non-binding beneficiary or beneficiaries.

If you don't make a reversionary beneficiary or binding death benefit nomination or if your nomination is invalid, Equip will make the decision about how to distribute your benefit, but will take into account any non-binding beneficiary nomination you've made.

Reversionary beneficiary nomination - payment as a pension

You can nominate one of your dependants listed below as a reversionary beneficiary at any time and, provided the beneficiary you nominate is still your dependant for tax purposes when you die, then we must pay your benefit in line with your nomination:

- your spouse;
- a child under the age of 18;
- a child under the age of 25 who is financially dependent on you;
- a child of any age who suffers from an intellectual, psychiatric, sensory, and/or physical impairment that is permanent or likely to be permanent that results in substantially reduced capacity for communication, learning or mobility and the need for ongoing support services;
- a person who is financially dependent on you; or
- a person in an interdependency relationship with you.

You cannot nominate your estate or legal personal representative as your reversionary beneficiary.

After your death, your eligible reversionary beneficiary will be able to decide whether to receive their benefit as a pension or as a lump sum.

If your reversionary beneficiary is under 25 and not suffering an intellectual, psychiatric, sensory and/or physical impairment, they can elect to receive their benefit as a pension until they turn 25, at which time they will receive the remainder of the benefit as a lump sum.

If you intend to make a reversionary nomination, we suggest that you do so when commencing your pension. However, you can change your beneficiary nomination at any time by completing the *Making a death benefit nomination - Pension* form which can be found on our website equisuper.com.au/forms

Any new nomination will override the nomination you have in place.

We recommend you seek financial advice before making, removing or adding a reversionary nomination, as there may be financial or tax implications.

Binding death benefit nomination - payment as a lump sum

As an Equip member, you can direct us to pay your death benefit as a lump sum to one or more of your dependants and/or legal personal representative by completing a valid *Making a death benefit nomination* form available from our website, equisuper.com.au, or our Helpline **1800 682 626**.

A binding death benefit nomination will only be valid if you complete the form correctly and nominate parties that either meet the definition of a dependant under superannuation law or are a properly appointed legal personal representative.

Binding nominations will only be valid for three years, so we'll ask you to confirm your nomination at least once every three years. You can, of course, change your nomination at any time by correctly completing a valid form.

A dependant includes:

- your spouse (including a person who is legally married to you,
- a person with whom you have a relationship registered under State or Territory law or a person with whom you live on a genuine domestic basis in a relationship as a couple); or
- your children (of any age including natural, adopted, step or ex-nuptial children and children of your spouse); or
- a person, whether related to you or not, who in the opinion of Equip, is or was at any relevant time wholly or partially financially dependent on you; or
- a person in an interdependency relationship with you.

An interdependency relationship is:

- a close personal relationship where two people live together, and one or each of you provide the other with financial support, and domestic support or personal care; or
- a close personal relationship exists but the other requirements for interdependency are not satisfied because of a physical, intellectual or psychiatric disability that requires a person to live in an institution.

Legal personal representative

Your legal personal representative is the person or organisation that:

- you appoint as the executor of your estate; or
- is appointed as an administrator of your estate if you do not have a valid will.

Non-binding death benefit nomination - payment as a lump sum

If you don't make a reversionary or binding death benefit nomination or you don't complete the nomination form correctly, Equip will make the decision about how to distribute your death benefit, but will take into account any non-binding nomination you've made.

You can make a non-binding death benefit nomination by logging into our website, equisuper.com.au, or by using a *Making a death benefit nomination* form available online or from our Helpline **1800 682 626**.

Minor children

Where a minor child is entitled to a death benefit payment, we may direct that money be paid into a trust set up on the child's behalf.

Tax and general information

No tax on investment earnings

There is no tax payable on investment earnings for Equip account based pension members.

This means that the returns for pension investment options may be different to the returns for accumulation or transition to retirement pension accounts, where earnings are taxed.

Tax on your pension income

The following provides a general outline of the tax rules that apply to pension payments and assume you have no untaxed components and that you've provided us with your TFN. Given the complexity, we recommend you seek professional financial advice based on your personal circumstances.

If you're 60 or older

Your pension payments and lump sum withdrawals are tax-free. You won't need to include these amounts as assessable income on your income tax return.

If you're under 60

Your pension payments will be made up of a taxable and a tax-free amount.

If you had a tax-free component in the super account you transferred to your pension, then the same proportion of your pension payments will also be tax-free. We work this out for you.

You will need to include the taxable amount of your pension payments as assessable income on your income tax return.

Tax on the taxable component

The taxable component of your pension payment is treated as income, which means that income tax at your marginal rate (plus the Medicare levy) may be deducted when we pay you, less the tax offset.

Tax offset

If you're between your preservation age and 60 and we've got your TFN, you'll generally receive a 15% tax offset on the taxable part of your pension income. We apply this offset to your pension payments automatically.

You can, however, ask us not to apply this tax offset. This allows you to defer receiving the benefit of the 15% tax offset until you complete your income tax return.

Tax on lump sum withdrawals

The following provides a general outline of the tax rules that apply to pension payments and assume you have no untaxed components and that you've provided us with your TFN. Given the complexity, we recommend you seek professional financial advice based on your personal circumstances.

If you're 60 or older

Your lump sum withdrawals are tax-free. You don't need to include these amounts as assessable income on your income tax return.

If you're under 60

Lump sum withdrawals may have a tax-free component and a taxable component. Tax applies to the taxable portion of your lump sum withdrawal based on your age:

Age	Tax treatment
Before your preservation age	Taxed at 22% (including 2% Medicare levy)
Between your preservation age and before age 60	0% on the first \$215,000 (2020/21); 17% (including 2% Medicare levy) on the remainder

When you withdraw money from your pension account, the amount withdrawn will be in proportion to your taxable and tax-free components. These proportions will not change throughout the life of your pension.

Tax on death benefits

Upon your death, your remaining pension balance will be paid to your dependants as a reversionary pension, if you nominated one, or to a beneficiary as a lump sum.

Tax on reversionary pensions

The tax on reversionary pensions depends on age. If either you or your reversionary pensioner is aged 60 or over, then the pension payments are tax-free. If you are both under age 60, then the taxable component of the pension will be taxed at the reversionary beneficiary's marginal tax rate until they turn 60.

Tax on lump sum death benefits

Lump sum death benefits paid to tax dependants are tax-free. Dependants for income tax purposes are considered to be:

- your spouse (including a person who is legally married to you, a person with whom you have a relationship registered under State or Territory law or a person with whom you live on a genuine domestic basis in a relationship as a couple;
- children, but only those under age 18;
- any person who is financially dependent on you at the time of your death;
- a person with whom you have an interdependency relationship.

If the lump sum is paid to non-tax dependants (such as independent adult children), the taxable component will be taxed at 17% (including 2% Medicare levy).

Your Tax File Number (TFN)

Under the Superannuation Industry (Supervision) Act 1993, Equip can collect your Tax File Number (TFN) to be used and disclosed for lawful purposes.

Equip may disclose your TFN to another super fund if and when your benefit is being transferred, unless you have asked us in writing not to disclose it.

You are not required to provide your TFN to Equip, but if you're under 60 not providing it may mean that we are required to deduct tax from your payments at the highest marginal tax rate.

Centrelink tests

Assets

100% of your Equip pension account balance is assessed against the Centrelink assets test.

Income

Under the Centrelink income test, the value of financial investments is deemed to earn a specific rate of return. This is counted as income under the income test, regardless of the actual returns generated, or the actual income received. This includes allocated pensions.

The deeming rates change periodically. For the most recent rates, go to "deeming rules" at humanservices.gov.au/customer/enablers/deeming.



Opening your pension account

Who can open a pension account

You can open a pension account if you meet one of these criteria:

- you are age 65 or older;
- you have changed employers on or after age 60;
- you have permanently retired from the workforce on or after your preservation age;
- you have reached age 60 and have ceased employment since attaining 60 or you have reached age 60 and have changed employment since attaining age 60;
- Equip is satisfied you are permanently disabled; or
- you are eligible to receive a superannuation death benefit.

Your 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
On or after 1 July 1964	60

Minimum starting balance

To start a pension account, you need a minimum of \$25,000. This can be made up of money you already have in a super account with Equip or that you transfer from other super funds.

Transfer balance cap

A limit applies to the total amount you can transfer into tax-free retirement income streams, such as an account based pension. This limit, also known as the transfer balance cap, is \$1.6 million, and includes all pension accounts or annuities you may have. It will be indexed over time.

How to start an account based pension

To start an account based pension with Equip, you will need to complete the following forms:

- *Account based pension application.*
- *Roll your super into Equip* (if rolling funds from another super fund into Equip).
- *Tax file number declaration* (if you are under age 60).

For security purposes you'll also need to provide us with proof of your identity and a copy of your bank statement, so that we can verify the bank account that you want your pension paid into.

Your new account based pension account will generally be open within five working days once we've received your completed application form and any funds being transferred to start your account. It is important to note that there may be a delay in us receiving transfers from other super funds.

You can change your mind

When you start a new pension account, you have 14 days from the date we send you confirmation that your pension application has been processed and your new membership has been created to decide if this is the right choice for you. This period is known as the cooling-off period.

If you cancel your pension account during this period, we will transfer any amounts we have received on your behalf, including money you have rolled in, adjusted for any investment earnings or losses incurred during the period, to the super fund of your choosing or, if you're eligible, to you directly.

Enquiries and complaints

Enquiries and complaints

You can contact our Helpline **1800 682 626** or send us a message at equisuper.com.au/contact when you have questions, need assistance, or if you're not satisfied with our product or the service you've received and would like to make a complaint.

We always try to resolve complaints quickly and to the satisfaction of all concerned and in the best interests of all our members.

Complaints can also be made in writing to:

Complaints Officer
Equip
GPO Box 4303
Melbourne VIC 3001

You can find more information on the complaints process at equisuper.com.au/complaints

About the Australian Financial Complaints Authority (AFCA)

If we take over 90 days to resolve your complaint or if you're not happy with our decision, then you can refer your complaint to AFCA. AFCA provides fair and independent dispute resolution for financial complaints and it is a free service.

How to contact AFCA

The easiest way to raise a complaint with AFCA is through their website afca.org.au.

You can also contact them in the following ways:

Email: info@afca.org.au
Phone: 1800 931 678 (free call 9am to 5pm AEST weekdays)
Mail: GPO Box 3, Melbourne, Victoria 3001
Fax: (03) 9613 6399

Forms

Pension checklist for your reference

If you would like to commence an Equip Account Based Pension, please complete:

- Account-based pension application* form (attached).
- Tax File Number declaration* form (attached), complete if under age 60.
- Please ensure you complete all ID requirements and forward certified copies to us.
- Please include a copy of your bank statement.

If the pension is to be commenced with superannuation money from another super fund, please also complete:

- Roll your super into Equip* form (attached).

If you require any assistance, please contact our Helpline 1800 682 626.

Account-based pension application



About this form

This form is to open a standard account-based pension – if you wish to open a transition to retirement pension, please refer to the *Transition to Retirement Pensions Product Disclosure Statement (PDS)* for the correct form.

1 – Your personal details

Please complete in pen using CAPITAL letters

Title
Mr Mrs Ms Miss Other

Sex
Male Female

Date of birth (ddmmyyyy)

First name

Last name

Residential address (must be provided)

Suburb

State

Postcode

Postal address (if different from above)

Suburb

State

Postcode

Business hours phone

After hours phone

Mobile

Email

2 – Do you qualify?

To open an **account-based pension** you need to have met a relevant condition:

- I'm 65 or older
- I'm 60 or older and have changed jobs or retired since turning 60
- I have reached my preservation age (*see table*) and have permanently retired from the workforce
- I am aged less than my preservation age (*see table*) and am permanently incapacitated (*including being totally and permanently disabled*) – Equip may require supporting evidence
- I am electing to transfer the proceeds of a death benefit to commence a pension

Date of birth	Preservation age
Before 1 July 1962	57
1 July 1962 to 30 June 1963	58
1 July 1963 to 30 June 1964	59
From 1 July 1964	60

3 – Claiming a tax deduction?

If you are intending to claim a tax deduction on any personal super contributions you made to your super fund/s, you must do this prior to using those funds to commence a pension account. You can download the *Notice of intent to claim or vary a tax deduction for personal super contributions* form from the Australian Taxation Office (ATO) website at www.ato.gov.au.

Do you wish to claim a tax deduction for contributions made into your existing Equip super account?

- No Yes, and the claim form is attached Yes, and the claim form was lodged on:

Need help?

☎ Call us on 1800 682 626 or www.equipsuper.com.au ☎ Equip, GPO Box 4303, Melbourne VIC 3001

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4 – Total estimated starting balance

Please note that the Government has a transfer balance cap that may limit the amount you can transfer to commence your pension. For more information please see the accompanying PDS.

What is the estimated amount you are opening your pension account with: \$, , .

5 – Source of funds

Please indicate all the sources of funds that make up your starting balance. Please note that if we are awaiting rollovers from other funds, we will not be able to start your pension until all amounts have been received as a pension account can only commence with a single transfer of funds.

If you are intending to make a personal super contribution to include in your pension starting balance, you need to add those funds to one of your existing super accounts nominated below before submitting this application.

Source 1 – My current Equip account/s

If you are leaving an existing Equip account open, you must leave a minimum of \$6,000 in it. If you are leaving a super account open for insurance cover, you should consider the amount you need to cover those costs for the relevant period of time.

Account number	Account type	Transfer amount
<input type="text"/>	<input type="checkbox"/> Super	<input type="checkbox"/> Full balance
	<input type="checkbox"/> Pension	<input type="checkbox"/> Transfer \$ <input type="text"/> , <input type="text"/> , <input type="text"/> . <input type="text"/> to my new pension account
		<input type="checkbox"/> Transfer all but \$ <input type="text"/> , <input type="text"/> , <input type="text"/> . <input type="text"/> to my new pension account
<input type="text"/>	<input type="checkbox"/> Super	<input type="checkbox"/> Full balance
	<input type="checkbox"/> Pension	<input type="checkbox"/> Transfer \$ <input type="text"/> , <input type="text"/> , <input type="text"/> . <input type="text"/> to my new pension account
		<input type="checkbox"/> Transfer all but \$ <input type="text"/> , <input type="text"/> , <input type="text"/> . <input type="text"/> to my new pension account

Source 2 – Rollover super and pension amounts from other funds

Please note that you will need to complete and return a *Roll your super into Equip* form for each fund you wish to transfer.

Account number	Name of fund	Transfer amount
<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"/>	\$ <input type="text"/> , <input type="text"/> , <input type="text"/> . <input type="text"/>

Work test declaration

If you are aged between 67 and 74 and have yet to make a *work test* or *work test exemption* declaration for any personal super contributions to your Equip account that are being transferred in part or in full to this new pension account, you can do so below.

Work test - You were gainfully employed for at least 40 hours in 30 consecutive days in the financial year in which the contributions were made.

Work test exemption - You were gainfully employed for at least 40 hours in 30 consecutive days in the financial year that preceded the financial year in which the contributions were made and at the end of the previous financial year you had a total balance of less than \$300,000 and you had not previously claimed a work test exemption (note that you can only use the work test exemption once).

For personal contributions made in the financial year ending 30/06/ (year), I met the Work test **OR** Work test exemption

For personal contributions made in the financial year ending 30/06/ (year), I met the Work test **OR** Work test exemption

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6 – Your investment choice

If you do not complete this section or if you complete it incorrectly, your pension starting balance will be invested in the Conservative option.

I would like to invest my pension account in the following investment option(s)

Diversified options		Sector Specific options	
Growth Plus	<input type="text"/> <input type="text"/> <input type="text"/> %	Australian Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	Overseas Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	Property	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %	Sustainable Responsible Investment (SRI)	<input type="text"/> <input type="text"/> <input type="text"/> %
		Cash	<input type="text"/> <input type="text"/> <input type="text"/> %

Must total 100%

7 – Your pension payment drawdown options

Only complete this section if you have chosen 2 or more investment options above. If you do not make a choice or if your choices below do not equal 100%, the default option is proportional.

Proportional – Payments are drawn in proportion to the balance in each option at the time of withdrawal which may change over time.

Nominated option/s – You can specify the percentage to be withdrawn from each investment option below.
(When there's no longer enough money in your chosen options, payments will be deducted using the proportional method.)

Diversified options		Sector Specific options	
Growth Plus	<input type="text"/> <input type="text"/> <input type="text"/> %	Australian Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	Overseas Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	Property	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative	<input type="text"/> <input type="text"/> <input type="text"/> %	Sustainable Responsible Investment (SRI)	<input type="text"/> <input type="text"/> <input type="text"/> %
		Cash	<input type="text"/> <input type="text"/> <input type="text"/> %

Must total 100%

8 – Your pension payments

(a) How often do you want to receive payments?

If you do not complete this section, your pension payments will be paid monthly and the first payment will be made on the next available pay cycle.

Fortnightly Monthly (15th of each month) Quarterly Half-yearly Yearly

Payments will start from the next available payment date after we have set up your account.

Please nominate the first month in which your payment cycle is to commence (mmyyyy):

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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8 – Your pension payments continued

(b) How much do you want to receive?

If you do not complete this section or if your nominated amount is less than the minimum, we will pay you the minimum amount permitted.

Minimum amount permitted Your nominated amount of \$, per payment

(c) Where would you like your payments to go?

to the same bank account as my existing Equip pension account

OR

Name of bank, building society or credit union

BSB

Your account name (must be a personal account held solely or jointly in your name)

Account number

Please provide a copy of your bank statement showing the account name, BSB and account number. If required, Equip may seek further evidence prior to payments commencing.

9 – Your beneficiary nominations

Please refer to the accompanying *PDS* for more information about your beneficiary options. Please select one option only and complete the relevant details.

(a) Reversionary nomination

Title

Mr Mrs Ms Miss Other

Sex

Male Female

Date of birth (ddmmyyyy)

First name

Last name

Relationship to you Spouse Dependant child Interdependant Financial dependant

(b) Binding nomination - Please complete and attach the pension form for *Making a death benefit nomination* to this application.

(c) Non-binding nomination

Name	Beneficiary type	% of benefit
<input type="text"/>	<input type="checkbox"/> Spouse <input type="checkbox"/> Financial dependant <input type="checkbox"/> Child <input type="checkbox"/> Legal personal representative <input type="checkbox"/> Interdependant (executor or administrator of your estate)	<input type="text"/> <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Spouse <input type="checkbox"/> Financial dependant <input type="checkbox"/> Child <input type="checkbox"/> Legal personal representative <input type="checkbox"/> Interdependant (executor or administrator of your estate)	<input type="text"/> <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Spouse <input type="checkbox"/> Financial dependant <input type="checkbox"/> Child <input type="checkbox"/> Legal personal representative <input type="checkbox"/> Interdependant (executor or administrator of your estate)	<input type="text"/> <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="checkbox"/> Spouse <input type="checkbox"/> Financial dependant <input type="checkbox"/> Child <input type="checkbox"/> Legal personal representative <input type="checkbox"/> Interdependant (executor or administrator of your estate)	<input type="text"/> <input type="text"/> <input type="text"/> %

Must total 100%

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10 – Tax file number (TFN) declaration

Please select from the options below:

- I am under 60 years of age and have completed the attached ATO *Tax file number declaration* form.
- I am under 60 years of age and have not attached a completed ATO *Tax file number declaration* form and understand that the fund may be obliged to deduct PAYG tax from my pension at the highest marginal tax rate (where applicable).
- I am over 60 and **not** required to complete an ATO *Tax file number declaration* form.

11 – Proof of identity

Please find below a list of documents that you can use to prove your identity. Any documents you provide **must** be certified as true copies by a person authorised to certify documents. Read on for further information or see our full proof of identity information online at www.equipsuper.com.au/identity. Equip reserves the right to request further identification documents.

- A certified copy of **ONE** of the following documents **ONLY**:
 - Current driver's licence issued under State/Territory law
 - Passport

OR

- A certified copy of **ONE** of the following documents:
 - Birth certificate or extract
 - Citizenship certificate issued by the Commonwealth
 - Pension card issued by Centrelink that entitles the person to financial benefits
- AND** a certified copy of **ONE** of the following documents:
 - Letter from Centrelink regarding a Government assistance payment
 - Notice issued by a Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address. For example, an ATO Notice of Assessment or a Rates Notice from your local council

Change of name

If you have changed your name, you must provide a certified copy of the relevant name change document, for example, a marriage certificate, deed poll, decree nisi/divorce order or change of name certificate issued by the Births, Deaths and Marriages Registration office.

Make sure your documents are correctly certified

All copied pages of ORIGINAL supporting documents or proof of identity documents need to be certified as true copies by an individual approved to do so.

They 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', then
- Sign, print their name, qualification (eg Justice of the Peace, Australia Post employee etc) and date

Common people used to certify proof of identity documents:

- Pharmacist
- Justice of the Peace
- Notary Public
- Medical practitioner or nurse
- Police officer
- Accountant (CA/CPA)
- Legal practitioner
- Financial planner (Officer with, or Authorised Representative of an Australian Financial Services Licensee) (with two years' experience)
- Full time teacher (school or tertiary)
- Bank/credit union/building society officer (with two years' experience)
- Permanent employee of a Commonwealth, State/Territory or local government (with two years' service)

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12 – Additional information

Please use this space to provide any additional information to Equip regarding your new pension account application.

Privacy

The personal information you provide on this form will be used in accordance with Equip's Privacy Statement, which you can view online at www.equipsuper.com.au/privacy or you can obtain a copy by contacting us on 1800 682 626.

We collect, use and disclose personal information about you in order to manage your superannuation benefits and give you information about your super. We may also use it to supply you with information about the other products and services offered by us and our related companies. If you do not wish to receive marketing material, please contact us on 1800 682 626. You can also manage your communication preferences via Equip's secure website or by following any instructions in the emails we may send you.

Equip's Privacy Statement details how we deal with your personal information and who you can talk to if you wish to access and seek correction of the information we hold about you. It includes details on how we collect, disclose and manage your personal information, including other entities and offshore locations that may receive or provide your information. Our administrator, Mercer Outsourcing (Australia) Pty Ltd, will also handle your personal information. You can view Mercer's Privacy Policy online at www.mercer.com.au/privacy.html.

If you have any other queries in relation to privacy issues, you can contact us or write to our Privacy Officer, GPO Box 4303, Melbourne VIC 3001.

13 – Sign the form

By signing this form I:

- acknowledge that I have received all information I require in order to exercise the choices I have made.
- acknowledge that I have read and understood the *Product Disclosure Statement* accompanying this application and agree to be bound by the terms and conditions outlined in them, and the trust deed and rules which govern the operation of Equip.
- acknowledge that if I have requested a transfer of funds from an Equip account to my new Equip pension account:
 - I authorise my benefit to be paid by Equip as instructed on this form.
 - I understand when my full benefit is paid, Equip shall be released from all claims, liabilities and obligations.
 - I understand any insurance arrangements with Equip will cease from the date that the full benefit is paid.

Signature

Date (ddmmyyyy)

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Please return your completed form to Equip, GPO Box 4303, Melbourne VIC 3001

Need help?

☎ Call us on 1800 682 626 or 🌐 www.equipsuper.com.au 📍 Equip, GPO Box 4303, Melbourne VIC 3001

Issued by Togethr Trustees Pty Ltd ABN 64 006 964 049 AFSL 246383 as trustee for Equipsuper Superannuation Fund ABN 33 813 823 017 USI 33 813 823 017 000

Publication No: ESF_Join_Pension_ABP_0720



Tax file number declaration

Complete if under age 60

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)?

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?

Street address

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.

Previous family name

5 What is your primary e-mail address?

E-mail address

6 What is your date of birth?

Day / Month / Year

7 On what basis are you paid? (select only one)

Full-time employment Part-time employment Labour hire Superannuation or annuity income stream Casual employment

8 Are you: (select only one)

An Australian resident for tax purposes A foreign resident for tax purposes OR A working holiday maker

9 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.

Yes No Answer no here if you are a foreign resident or working holiday maker, except if you are a foreign resident in receipt of an Australian Government pension or allowance.

10 Do you have a Higher Education Loan Program (HELP), VET Student Loan (VSL), Financial Supplement (FS), Student Start-up Loan (SSL) or Trade Support Loan (TSL) debt?

Yes No Your payer will withhold additional amounts to cover any compulsory repayment that may be raised on your notice of assessment.

DECLARATION by payee: I declare that the information I have given is true and correct.

Signature

You MUST SIGN here

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?

ABN/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)?

Legal name

Business phone number

4 What is your business address?

Street address

Suburb/town/locality

State/territory Postcode

5 What is your primary e-mail address?

E-mail address

6 Who is your contact person?

Contact person name

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

Signature

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.



30920619

Sensitive (when completed)

Roll your super into Equip



It's simple: Complete this form, return it to us and we'll do the rest.

You should check whether your previous fund will charge you any exit or withdrawal fees, or how other benefits may be affected. For example, if you close your account any insurance cover you hold will cease. You may be eligible to transfer this cover to Equip, contact us if you wish to do that.

1 – Your member details

Please complete in pen using CAPITAL letters

Title	Sex	Date of birth (ddmmyyyy)	Member number
Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>	<input type="text"/>	<input type="text"/>
First name	Last name		
<input type="text"/>	<input type="text"/>		
Residential address			
<input type="text"/>			
Suburb			
<input type="text"/>			
State	Postcode	Country (if not Australia)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Business hours phone	After hours phone	Mobile	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Email			
<input type="text"/>			

2 – Other fund details

Fund name		
<input type="text"/>		
Fund phone number	Fund Australian Business Number (ABN)	Fund Unique Superannuation Identifier (USI)
<input type="text"/>	<input type="text"/>	<input type="text"/>
Member number		
<input type="text"/>		

3 – Amount to transfer

- Close the account and transfer the whole balance to Equip.
- Leave the account open, but transfer this amount to Equip: \$, , .

4 – Previous name or address (if your other fund held different details for you, noting them here may help avoid transfer delays)

Other previous name/s		
<input type="text"/>		
Previous street address (if the details with your other fund are different to those above)		
<input type="text"/>		
Suburb		
<input type="text"/>		
State	Postcode	Country (if not Australia)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Need help?

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5 – Proving your identity

To protect your super, you need to prove your identity when you move money between super funds.

Use my tax file number to identify me: - -

By choosing this option, you are authorising us to pass your TFN to your other super fund who will use it to confirm your identity with the Australian Taxation Office. Your TFN is confidential and you don't have to give it to Equip, however you may pay more tax than you have to if we don't have it and you will need to provide certified proof of identity documents to transfer super between funds. For more information about providing your TFN, please see your *Product Disclosure Statement (PDS)*.

I have attached certified proof of identity documents

For information about the documents you can provide and who can certify them, go to www.equipsuper.com.au/identity. This form and the identity documents you provide will be sent to your other fund so they can process your request.

Privacy

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We collect, use and disclose personal information about you in order to manage your superannuation benefits and give you information about your super. We may also use it to supply you with information about the other products and services offered by us and our related companies. If you do not wish to receive marketing material, please contact us on 1800 682 626. You can also manage your communication preferences via Equip's secure website or by following any instructions in the emails we may send you.

Equip's Privacy Statement details how we deal with your personal information and who you can talk to if you wish to access and seek correction of the information we hold about you. It includes details on how we collect, disclose and manage your personal information, including other entities and offshore locations that may receive or provide your information. Our administrator, Mercer Outsourcing (Australia) Pty Ltd, will also handle your personal information. You can view Mercer's Privacy Policy online at www.mercer.com.au/privacy.html.

If you have any other queries in relation to privacy issues, you can contact us or write to our Privacy Officer, GPO Box 4303, Melbourne VIC 3001.

6 – Sign the form

By signing this form I:

- declare I have read and understood this form and the information I have provided is complete and correct;
- am aware I may ask my super providers for information about any fees and charges that may apply and about the effect this transfer may have on my benefits (such as insurance in my previous fund);
- understand that on payment by my previous super fund, I discharge that super fund from any further liability in respect of the amount transferred;
- authorise Equip (and its agents) to contact my previous super fund regarding this request to combine that account into Equip.

Signature

Date (ddmmyyyy)

This form does not change the fund to which your employer pays your future contributions. To choose Equip for your future contributions, simply download and complete a *Choice of Fund* form from our website or contact us for a copy.

Please return your completed form to Equip, GPO Box 4303, Melbourne VIC 3001

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**SuperRatings has awarded Equip a platinum choice rating,
the top rating given to only the best superannuation products.
Go to superratings.com.au for the full rating criteria.**

Equisuper Superannuation Fund

ABN 33 813 823 017
USI 33 813 823 017 000
SPIN EPL0100AU

Togethr Trustees Pty Ltd

ABN 64 006 964 049
AFSL 246383

Head office

Level 12, 330 Collins Street
Melbourne VIC 3000

Mail

Equip
GPO Box 4303
Melbourne VIC 3001

Member Services Representatives

Helpline: 1800 682 626
8am to 8pm Mon-Fri not including
public holidays
Fax: (03) 9245 5827
equisuper.com.au/contact

equisuper.com.au

