



**Australian  
Military Bank**

# **Capital Guaranteed Super Retirement Savings Account**

**Product Disclosure Statement (PDS)**  
2 September 2019

# How to Contact Us

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Australia Square NSW 1215

**Phone:** 1300 13 23 28

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**Website:** [www.australianmilitarybank.com.au/superannuation](http://www.australianmilitarybank.com.au/superannuation)

## About the Australian Military Bank Capital Guaranteed Super account PDS

This PDS provides a summary of the key information you need to make a decision.

Please read this PDS carefully before making a decision to invest in this product.

Always retain a copy of the PDS for future reference.

You do not have to be a member of Australian Military Bank to open a Capital Guaranteed Super account.

The information in this document is general in nature and doesn't take into account your personal financial situation or needs. You may wish to consult a licensed financial adviser to obtain financial advice that is tailored to suit your personal circumstances.

## Financial Services Guide

For information on our full range of products and services, see our Financial Services Guide on

[www.australianmilitarybank.com.au](http://www.australianmilitarybank.com.au).

### Product Issuer Information

Australian Military Bank Ltd – Capital Guaranteed Super

ABN: 48 087 649 741

AFSL and Australian credit licence number: 237 988

Unique Superannuation Identifier (USI): 48 087 649 741 001

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## 1. About Capital Guaranteed Super account

Capital Guaranteed Super account is a retirement savings account (RSA) that offers a tax advantaged way to save for your retirement. It is a low risk, low cost investment option with nominal monthly fees.

The account is a capital guaranteed investment, meaning your retirement savings are protected from negative earnings.

Retirement Savings Account (RSA) is a superannuation account with the same tax concessions as any other superannuation fund, however it operates similar to a savings/investment account.

The account can receive contributions from individuals, employers, spouses or self-employed persons. Your benefits are reflected in your account balance and include contributions made to your account, plus any other superannuation or RSA's you roll-in and interest credited, less any taxes, government charges and fees payable.

## ABOUT AUSTRALIAN MILITARY BANK

Australian Military Bank has been providing banking services to the greater Defence community since 1959. Australian Military Bank focuses on serving and retired Defence personnel and associated Defence contractors and their families, but we also welcome members from the general public.

Our complying RSA, the Capital Guaranteed Super account, is operated under our Australian Financial Services Licence number 237 988.

Australian Military Bank further operates in accordance with the *Banking Act 1959*, the *Corporations Act 2001* and the *Retirement Savings Accounts Act 1997*; is an authorised deposit-taking institution (ADI); and is supervised by the Australian Prudential Regulatory Authority (APRA).

Deposit balances at Australian Military Bank, up to \$250,000 per depositor, are guaranteed by the Australian Government under the Financial Claims Scheme (FCS). Access to the FCS is subject to eligibility criteria.

For more information about the terms and conditions that apply to the Financial Claims Scheme see [www.apra.gov.au](http://www.apra.gov.au) or call the APRA Hotline on **1300 55 88 49**.



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## 2. What is a Capital Guaranteed Super?

- It is a cash and fixed interest based investment, managed by Australian Military Bank.
- It is designed to provide long term savings and to provide income in retirement.
- It is suitable for members who are looking for security and flexibility.
- Investment options includes variable interest rate, fixed interest rate or a combination of the two.
- It is subject to the same legislative rules as superannuation funds, and provides the same tax benefits.
- Can accept contributions as well as provide the facility to an approved rollover account.
- There is \$5 per month administration fees charged at end of each month from variable interest option. You will be required to maintain a minimum of \$180 in your variable interest option.
- Interest is calculated on a daily basis and credited to your account monthly.

We also offer a Capital Guaranteed Pension. Capital Guaranteed Pension is designed for those who want to receive an income stream from their Superannuation. For more information about Capital Guaranteed Pension product, go to [australianmilitarybank.com.au/superannuation](http://australianmilitarybank.com.au/superannuation).

## 3. Benefits

The Australian Military Bank Capital Guaranteed Super account has the following benefits:

- Security of your capital, i.e. a low risk investment options.
- Your money is 'Capital Guaranteed' meaning that you are protected against negative investment returns.
- Choice of fixed and variable rate investment options.
- Easy to view and manage your account online via the Super Portal.
- You are able to transfer balances from other superannuation accounts
- Funds are accessible upon retirement once you have satisfied preservation rules (refer to Section 7):
  - As a lump sum;
  - In the form of an account based pension (income stream)
  - or a combination of both.

## 4. Risks

All investments have some level of risk. While Capital Guaranteed Super account is a low risk investment, there are some risks you should consider before investing.

- Investment risk – The measure of the level of uncertainty of achieving the returns as per the expectations of an investor.
- Interest rate risk – Changes in interest can have a positive or negative impact on investment returns.
- Changes in Superannuation Legislation: Laws affecting super may change, which may affect the amount of your super when you can access it.
- Changes in Taxation Law: Changes can occur to the taxation of Superannuation law, which may affect the value of your investment.
- Preservation Laws – You may not be able to access your super, because of preservation rules until you retire from the workforce and reach preservation age.
- Previous investment returns do not predict future performance.
- Your investment and future super savings may not be sufficient to provide an income for the rest of your life.

You may wish to seek advice about the risks from a licensed financial adviser.

## 5. How Capital Guaranteed Super works

You can make contributions to Capital Guaranteed Super during your working life in preparation for your retirement. Your Capital Guaranteed Super account will also be credited with interest earned and any relevant fees (if any) will be debited to your account.

You can also use the Capital Guaranteed Super account to consolidate any other superannuation holdings you have from previous jobs (and potentially save on multiple administration fees).

To transfer other superannuation accounts into your Capital Guaranteed Super account call **1300 13 23 28** or go to [www.australianmilitarybank.com.au/superannuation](http://www.australianmilitarybank.com.au/superannuation) and complete the Rollover form.

Your Capital Guaranteed Super benefits can be accessed upon retirement or on satisfying condition of release (see Section 7).

Should you die while being a Capital Guaranteed Super account holder, your account balance will be paid, at our discretion, to your nominated beneficiary or to your estate to be dealt with in the manner prescribed by your will (see Section 22).

A minimum initial one off contribution of \$6,000 is required to establish a Capital Guaranteed Super account.

From 1 July 2019 Australian Military Bank will be required to transfer all inactive low balance account to Australian Taxation Office. Generally a superannuation or pension account is considered inactive low balance account, if:

- The account balance is less than \$6,000
- No contribution has been received in your capital guaranteed super account, within the last 16 months
- Member has not met a prescribed condition of release

### ELIGIBLE CONTRIBUTIONS

Contributions that can be accepted for the account depend on your age. Please see the below table for more details.

#### WHEN CAN WE ACCEPT CONTRIBUTIONS?

TYPE OF CONTRIBUTION	YOU ARE UNDER AGE 65	YOU ARE AGED 65 TO 69	YOU ARE AGED 70 TO 74	YOU ARE AGED 75 OR OVER
Member Contributions	At any time	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Cannot be accepted
Spouse Contributions	At any time	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Cannot be accepted	Cannot be accepted
Employer Contributions - Superannuation Guarantee(SG)	At any time	At any time	At any time	At any time
Salary Sacrifice and additional employer contributions	At any time	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Cannot be accepted
Direct Termination payments, CGT exempt contributions and overseas transfers	At any time	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Only if you have been gainfully employed on at least a part-time basis during the financial year in which the contributions are made	Cannot be accepted
Government Co-contribution	At any time	At any time	Only if under the age of 71 at end of FY in which the after tax contribution is made	N/A
Government Low Income Super Tax offset contribution(LISTO)	At any time	At any time	At any time	At any time
Transfers/rollovers	At any time	At any time	At any time	At any time

## 6. Making Contributions

### TAX FILE NUMBER

You must provide a tax file number (TFN) and a TFN declaration when you open your Capital Guaranteed Super account. If you do not provide your TFN for superannuation purposes, we cannot accept contributions from you or on your behalf for the account.

- Note:**
- Mandated employer contributions include those made by an employer under a law (such as the superannuation guarantee) or an industrial agreement.
  - You are considered to have been gainfully employed on a part-time basis in a financial year if you are gainfully employed for at least 40 hours within a consecutive 30 day period in that financial year.
  - From 1 July 2017, individuals with a balance of \$1.6 million or more will no longer be eligible to make non-concessional contributions.

## CONTRIBUTION CAPS

Superannuation is a way to save for your retirement; the money comes into your super fund by your employer and is topped up by your own money.

Concessional contributions are contributions made by the employer on your behalf, self-employed persons claiming a tax deduction or through the use of salary sacrifice. The concessional contribution limit as of 1 July 2017 is \$25,000 for all ages.

Non-concessional contributions are after-tax contributions from which an individual or employer hasn't claimed a tax deduction. Non-concessional contributions are limited to \$100,000 per financial year as at 1st July 2017. For people less than 65 years of age, they will be able to bring forward an additional two years' worth of contributions (e.g. making a personal non-concessional contribution in of \$300,000 in the current financial year and nothing for the next two years.)

### Transfer Balance Cap

There is a new limit on the amount of your super you can transfer and hold in a tax-free "retirement phase accounts". The cap applies from 1 July 2017 and is initially set at \$1.6 million.

For more information on transfer balance cap go to [www.ato.gov.au](http://www.ato.gov.au).

## CONTRIBUTIONS BY THE SELF-EMPLOYED

You can make contributions to the Capital Guaranteed Super account if you are self-employed, subject to the limits referred to above.

## CONTRIBUTIONS FOR YOUR SPOUSE

You can make a contribution to your spouse's Capital Guaranteed Super account on behalf of your spouse. Your spouse must be under 65 years of age, or 65 or older but not yet 70 and gainfully employed on at least a part-time basis during the year.

## AUSTRALIAN GOVERNMENT'S CO-CONTRIBUTION SCHEME

Under the Government Co-contribution Scheme, the Government may make additional contributions up to \$500 a year for low-income earners who make personal contributions into their superannuation.

## HOW CONTRIBUTIONS ARE TAXED

Please see Section 11 for a summary of how contributions are taxed. You should seek advice from a licensed financial adviser about contributions you can make to Superannuation.

Go to [www.ato.gov.au/super](http://www.ato.gov.au/super) for more information on superannuation contributions.

## 7. Accessing your Superannuation

Under the laws applying to superannuation and RSA's, your accumulated benefits cannot be paid to you until you satisfy a condition of release. This is known as 'Preservation rules'.

As super enjoys tax advantages, the law restricts when you are able to access this money. These restrictions are known as 'Preservation rules'. The objectives of these rules are to ensure that your funds are used for their intended purpose which is to provide financial security in retirement.

Until such time that a condition of release is met, your preserved and restricted non-preserved benefit must remain within the superannuation system.

In summary, your Capital Guaranteed Super account is subject to preservation rules and are only payable in the following circumstances:

- You have reached preservation age and have retired from gainful employment (your preservation age depends on your date of birth – see table below).

Date of Birth	Preservation Age
Before 1 July 1960	55 yrs
1 July 1960 to 30 June 1961	56 yrs
1 July 1961 to 30 June 1962	57 yrs
1 July 1962 to 30 June 1963	58 yrs
1 July 1963 to 30 June 1964	59 yrs
From 1 July 1964	60 yrs

- You have reached 65 years of age (whether or not you remain working).
- Upon your death.
- You have permanent incapacity.
- You experience 'severe financial hardship' (limited payments in this circumstance are subject to relevant early release laws).
- You meet the criteria for release of benefits on compassionate grounds and have obtained approval from ATO.
- An arrangement under which you were gainfully employed has come to an end on or after you reach 60 years of age.
- You are the holder of an expired or cancelled temporary resident visa and you have permanently departed Australia.
- You become terminally ill.

When you satisfy a condition of release, some or all of your benefits may become unrestricted non-preserved benefits. You can withdraw any unrestricted non-preserved benefits at any time. You can choose to withdraw in one or more lump sums.

Go to [www.humanservices.gov.au](http://www.humanservices.gov.au) for more information on Centrelink's means testing and the implications of lump sum withdrawals.

If you want to receive benefits in the form of an income stream (a pension), rather than a lump sum, you need to transfer (rollover) the balance in your superannuation account to an account based pension which provides a regular income. You can rollover your Capital Guaranteed Super balance to a complying superannuation fund or another RSA.

Capital Guaranteed Pension account is designed for those who want to receive a pension from their Superannuation. For more information about our Capital Guaranteed Pension account, go to [www.australianmilitarybank.com.au/superannuation](http://www.australianmilitarybank.com.au/superannuation).

## 8. Investment and Savings Options

The investment strategy is to invest in a portfolio with a core of cash and fixed interest products. We offer the choice of a variable or Fixed term interest rate. If you do not nominate an investment option, your funds will be invested in the Variable interest rate option.

### VARIABLE RATE

Capital Guaranteed Super offers a tiered interest rate arrangement. As the balance grows and reaches the new tier, the interest calculated is at the new tier rate as long as the Variable account remains above the tier threshold. Interest is calculated on a daily basis and credited to your account monthly.

Interest rates applying to the Capital Guaranteed Super account may vary upwards and downwards over time in line with movements in interest rates in the marketplace.

A minimum of \$180.00 is required to be held in variable interest option.

### FIXED RATE

You can apply for the fixed term interest rate option as part of your Capital Guaranteed Super account at any time if you invest a minimum of \$20,000 on the fixed term. We currently offer terms of 12, 24 and 36 months. The interest rate applicable is set by us at the time we accept your funds and is fixed for the agreed term. Interest is calculated on a daily basis and credited to your variable account upon the maturity.

Your term will start from the date Australian Military Bank receives the funds and your instructions. You can request to redeem your fixed term interest rate option before maturity by giving 31 days written notice. If we agree to your request, you will be charged an early termination fee.

You can obtain information on our current interest rates and fixed terms offered on our Capital Guaranteed Super account by contacting us on **130013 23 218** or visiting [australianmilitarybank.com.au/superannuation](http://australianmilitarybank.com.au/superannuation).

## 9. Account-based Income Streams and Transition to Retirement

### PENSION

As you approach retirement you will need to consider what to do with your accumulated superannuation which enables you to draw a regular income from your superannuation benefit.

Australian Military Bank offers a Capital Guaranteed Pension account where you can take your benefit as an income stream instead of a lump sum payment.

Once you commence a pension account you are no longer able to add funds to that account. Please note investment earning in an account based pension is tax free.

Investment earning in a Transition to Retirement (TTR) pension is taxed at 15%

You will have to draw a minimum legislated pension amount each year. The amount is based on your age and percentage of your account balance.



The table below outlines the minimum pension payment based on age.

Age of Pension Account Holder	Percentage Factors
Under 65	4%
65 to 74	5%
75 to 79	6%
80 to 84	7%
85 to 89	9%
90 to 94	11%
95 or older	14%

For more information on Capital Guaranteed Pension account please call **1300 13 23 28**.

#### **TRANSITION TO RETIREMENT (NON-COMMUTABLE PENSION)**

Current legislation allows for people who have reached preservation age and are still in the workforce access a part of their superannuation benefit in the form of a Non-Commutable Income Stream. This is known as 'Transition to Retirement'.

You should seek advice from a licensed financial adviser prior to deciding on opening any pension or transition to retirement account.

For more information on Transition to Retirement please go to [www.ato.gov.au](http://www.ato.gov.au).

## 10. Fees and other costs

### **DID YOU KNOW?**

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

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

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

### **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](http://www.moneysmart.gov.au)) has a superannuation calculator to help you compare different fee options.

The section below outlines the fees you may be charged on the Capital Guaranteed Super account. These fees are deducted from your account balance.

You should read all the information about fees and costs as it's important to understand their impact on your investment.

Fees	\$
Transaction Fees	Nil
Establishment Fee	Nil
Rollover Fee	Nil
Investment Switch Fee	Nil
Contribution Fee	Nil
Management Fees	Nil
Administration fee	\$5 per month, deducted from variable interest option.
Lump Sum Withdrawal fee	Nil
Account Closure fee	Nil
Early Termination fee (Fixed deposit option)	This charge is not a fixed amount but a reduction in the interest rate to the lowest rate for the period invested.

## ADDITIONAL EXPLANATION OF FEES AND OTHER COSTS

There are no other fees and costs for Capital Guaranteed Super account.

Keep in mind that the level of fees and costs can change from time to time. Australian Military Bank will always notify you in advance of any fee change. We also reserve the right to debit your account with any applicable government charges and taxes that may be introduced. We will notify you if we do this.

## 11. How a Capital Guaranteed Super account is taxed

### IMPORTANT NOTE ON TAX FILE NUMBERS (TFN):

When you apply for a Capital Guaranteed Super account, you should consider providing us with your TFN.

If you fail to provide your TFN any employer contributions will have an additional TFN tax at the rate of 31.5% (total 46.5% including the 15% contributions tax). To avoid this tax, you must provide a TFN and TFN declaration when you open your Australian Military Bank Capital Guaranteed Super account.

### TAXATION ON CONTRIBUTIONS

Your contributions, for which your employer can claim a tax deduction, are taxed at 15% on receipt of these contributions.

The tax you pay on your super contributions generally depends on whether: the contributions were made before or after you paid income tax; you exceed the super contribution caps; or you are a high-income earner.

**Before-tax super contributions:** The super contributions you make before tax (concessional) are taxed at 15%. Example of concessional or before tax contribution is compulsory employer contributions and salary sacrifice payments.

**After-tax super contributions (non-concessional):** Super contributions you make after tax dollars (non-concessional) are not subject to tax within super environment. Example of non-concessional contribution is contributions you make from your after tax income.

**Excess contributions tax:** They are limits on the amount of concessional and non concessional you can make each year and these may vary each financial year depending on your age. If you exceed the contribution caps you will pay extra tax.

For more information on contribution caps and tax on contribution please go to [www.ato.gov.au](http://www.ato.gov.au).

Generally, roll-overs from complying superannuation funds and RSA's are not taxed on entering the account.

### TAX ON EARNINGS

Investment earnings in the fund are taxed at a maximum rate of 15%. The interest that is credited to your account will be net of this tax.

### TAX ON WITHDRAWALS

You are eligible to access your superannuation, if you meet at least one of the conditions of release. You can choose to convert your superannuation benefit into an income stream or you can draw all or part of your superannuation benefit as lump sum.

To work out if you superannuation will be taxed you need to know:

- Your preservation age and the age at the time of superannuation withdrawal;
- Whether you choose to draw an income stream or lump sum;
- Type of income stream you choose to receive (Account Based Pension or Transition to Retirement); and
- Your tax free and taxable components.

Tax rate on your superannuation payment will depend on:

- Whether you have reached your preservation age; and
- If you are between your preservation age and 60 years old.

Please go to [www.ato.gov.au](http://www.ato.gov.au) to learn more about tax on superannuation withdrawal.

If you are age 65 and over, generally there is no tax on superannuation (whether you have reached your preservation age).

### COOLING-OFF PERIOD

If you have applied for our Capital Guaranteed Super account and after opening the account you change your mind, you may obtain a refund. To do so, write to us requesting a refund. We need to receive the request within 14 days from the earlier of:

- The date when Australian Military Bank provides you with confirmation of your account being opened; or
- The end of the fifth day after the date on which your account is opened.

During this time you have right to close your Capital Guaranteed Super. In this circumstance you transfer the balance to another RSA or complying superannuation fund.

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## 12. Beneficiaries on your account

If you are 18 years or over, you can nominate one or more beneficiaries to receive your death benefit. Generally, all beneficiaries must be your dependant(s). You can also nominate your estate by nominating your 'Legal personal representative'.

It is therefore recommend that you have a will and make sure it is kept up to date to ensure your RSA account is dealt with as you wish.

## 13. Complaints and dispute resolution process

If you feel we are not dealing with you as you would like, you can make a complaint to us:

- In branch
- By calling our Member Contact Centre on **1300 13 23 28**
- By sending an email to:  
**complaints@australianmilitarybank.com.au**
- By mailing your complaint to:  
PO Box H151 Australia Square NSW 1215

Any grievances will be first directed to the complaints officer, who will undertake and investigation to assess the grounds for complaint and the relief sought by the complainant.

We have 90 days to respond to your complaint, by law. However, if you are unhappy with our response, then you may be able to take your complaint to the Australian Financial Complaints Authority (AFCA).

AFCA is an independent body set up by the Federal Government to assist account holders and their estates to resolve certain types of complaints with a RSA provider. The tribunal may be able to assist you resolve your complaint, however only if you and the institution have made a genuine effort to resolve the dispute through the institutions' own complaint process.

For more information on Australian Military Bank's complaints process see **www.australianmilitarybank.com.au** or go to **www.afca.org.au**.

### Changes to this PDS

The information provided in this PDS is up to date as at the date stated on the cover, however the PDS may be subject to change over time.

There may be changes from time to time to information that is contained in this PDS. Where the new information is materially adverse, we will either issue a new PDS or a supplementary PDS.

You can find out information about any changes that are not materially adverse by visiting our website at **www.australianmilitarybank.com.au/superannuation**.

## 14. Privacy

A copy of our Privacy Policy outlining how we handle your personal information can be found on our website at **www.australianmilitarybank.com.au/privacy**. It sets out how you can ask for access to personal information we hold about you and seek correction of that information. It also explains how you can complain about a breach of the *Privacy Act*, and how we will deal with your complaint.

We are able to provide you with a copy of this privacy policy on request.

Under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (Cth), we are authorized to collect your name, address, date of birth and other information that allows us to verify your identity.

We may use information about you to inform you about products and services (unless you ask us not to).

## 15. Contact Details

If you have any questions, would like more information or lodge a complaint, please contact us:

**Phone:** 1300 13 23 28

**Email:** retire@australianmilitarybank.com.au

**Address:** PO Box H151, Australia Square NSW 1215

**Web:** www.australianmilitarybank.com.au/superannuation

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## 16. Steps to open an account

- STEP 1** Read this PDS, including the important information referred to in this PDS.
- STEP 2** Complete the Capital Guaranteed Super account application form.
- STEP 3** Complete the Transfer Authority section included with the application form to provide instructions to have your superannuation (or part of) transferred to your Capital Guaranteed Super account.
- STEP 4** Post or email a copy of your application form:
  - By Email: Send your scanned copy to **[retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)**
  - By Post: Enclose a copy of your application form and send to:
    - PO Box H151
    - Australia Square NSW 1215

**1. INVESTOR DETAILS**

Title	Given name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address

Suburb/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of Birth	Home number	Work number
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/>

Email address	Mobile number
<input type="text"/>	<input type="text"/>

Are you a member of Australian Military Bank?

Yes, please provide member number:

No

Tax File Number

Please note: If we do not hold your TFN, by law we will be unable to accept contributions from you.

Rank (if applicable)

Are you a US citizen or US resident for tax purposes?

Yes  No

If yes, please provide your US Taxpayers Identification Number (TIN)

Are you a Politically Exposed Person (PEP)?

Yes  No

A Politically Exposed Person (PEP) is an individual who holds a prominent public position or function in a government body or an international organisation. It also includes their family members and close associates. For example:

- A high ranking member of the armed forces (top three senior levels of each service)
- Heads of state, government and cabinet ministers
- Senior government officials
- Senior executive of state-owned organisation

**2. INITIAL CONTRIBUTION**

Rollover Amount	<input type="text"/>	Please complete section 4 rollover details
Personal Contribution	<input type="text"/>	This amount will be treated as an after-tax Contribution
Spouse Contribution	<input type="text"/>	
Total	<input type="text"/>	

If you're between 65 and 74 years old, we can only accept personal contribution if you've worked at least 40 hours within 30 days in current financial year. Please tick the box to confirm you meet this requirement

PO Box H151, Australia Square NSW 1215 | Ph: 1300 13 23 28 | Email: retire@australianmilitarybank.com.au  
australianmilitarybank.com.au | The Australian Military Bank Capital Guaranteed Super Account is issued by Australian Military Bank Ltd  
ABN 48 087 649 741 | AFSL and Australian credit licence number 237 988.

### 3. INVESTMENT DETAILS

#### INVESTMENT OPTIONS

Please indicate how you would like your investment to be allocated.

	Option 1	Option 2
	Percentage of Balance (%)	Dollar Amount (\$)
Variable Interest rate		
Fixed Term Interest rate *		
Total	100%	
	Total must equal 100%	Total must equal 100%

Select your term: (Fixed Term only)

12 months  24 months  36 months

\*Minimum Investment \$20,000

#### CONTRIBUTING TO YOUR CAPITAL GUARANTEED SUPER

To commence your account, please complete a Superannuation Contribution Form and post it along with this application form. Please make any cheques payable to 'Australian Military Bank Capital Guaranteed Super – Your Name'. Ongoing contributions can be made via a variety of convenient methods including:

- Cheque;
- Electronic Funds Transfer; and
- BPay

Payment instructions are included on the Superannuation Contribution Form.

### 4. ROLLOVER DETAILS

#### FUND DETAILS

##### ROLLOVER 1

Fund Name

Fund Phone Number

Member or Account no

Fund ABN

Fund Postal Address

Suburb/Town

State

Postcode

Full Balance or  Partial amount of \$

##### ROLLOVER 2

Fund Name

Fund Phone Number

Member or Account no

Fund ABN

Fund Postal Address

Suburb/Town

State

Postcode

Full Balance or  Partial amount of \$

#### TO

Australian Military Bank  
Capital Guaranteed Super  
PO Box H151  
Australia Square NSW 1215  
Phone: 1300 13 23 28

ABN: 48 087 649 741

SPIN: Not applicable

USI: 48 087 649 741 001

#### TO

Australian Military Bank  
Capital Guaranteed Super  
PO Box H151  
Australia Square NSW 1215  
Phone: 1300 13 23 28

ABN: 48 087 649 741

SPIN: Not applicable

USI: 48 087 649 741 001

please tear here

## AUTHORISATION

By signing this request form, I am making the following statements:

- I declare I have fully read this form and the information completed is true and correct.
- I am aware I may ask my superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and do not require any further information.
- I discharge the superannuation provider of my old fund of all further liability in respect of the benefits paid and transferred to Australian Military Bank Capital Guaranteed Super.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.
- I authorise all relevant information on my/our investments, superannuation, account based pension and any other financial information be released at their request, to representatives of Australian Military Bank Ltd.

Full name: \_\_\_\_\_

Signature

Date

## 5. DECLARATION

### DECLARATION AND ACKNOWLEDGMENT

I acknowledge and agree that:

- I have read and understood the Australian Military Bank Capital Guaranteed Super account PDS dated 2 September 2019 and that all details given in the application are true and correct;
- I am applying for a Capital Guaranteed Super account and agree to be bound by the terms and conditions in the PDS as varied from time to time;
- I am aware that my provision and your receipt of my tax file number are authorised under the *Retirement Savings Accounts Act 1997*;
- Australian Military Bank will deduct any applicable taxes, government charges and duties from my Capital Guaranteed Super account;
- That the interest rate applying to a Capital Guarantee Super account will vary from time to time;
- My preserved benefits are preserved and cannot be released to me until I am entitled to them under superannuation and retirement savings account law;
- I have read the Privacy section in the PDS and consent to my personal information being collected, disclosed and used as described in that section; and
- I understand that Superannuation products are complex and that different taxation and social security implications may apply to my Superannuation account depending on my personal circumstances. I acknowledge that Australian Military Bank cannot provide me with advice about this and that I should consult an appropriately qualified adviser for advice that relates to my personal circumstances.

### VERIFYING YOUR IDENTITY

The *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* requires us to collect information about you and establish your identity before paying benefits. If we do not hold the required identification documents you will be required to provide these.

We may therefore require you to provide proof of identify prior to being able to access your benefits in cash (lump sum or pension payments) or purchase a superannuation pension. You will be notified of any requirements when applicable. If you do not comply with these requirements there may be consequences for you, for example, a delay in the payment of your benefits.

#### WHAT TO DO WITH THIS FORM

Please send us your request to the following address:  
Australian Military Bank  
PO Box H151  
Australia Square NSW 1215  
Enquires can be directed to:  
Ph: 1300 13 23 28

Full name: \_\_\_\_\_

Signature

Date / /

### AUSTRALIAN MILITARY BANK INTERNAL USE ONLY

Member Number:

I confirm that:

- the member has been given an Australian Military Bank Capital Guaranteed Super Product Disclosure Statement;
- tax file number has been provided;
- the member has signed both the transfer authority and declaration;
- that no personal financial product advice was provided to the member at the time of opening an account.

Name of authorised Australian Military Bank employee:

Signature

Date

**Please read before completing**

Please complete this form if you wish to nominate a beneficiary for your Capital Guaranteed Super and/or Pension account.

- Use blue or black pen only.
- Please use BLOCK letters.
- Please place an X in boxes where required.

Please send us your completed form by ONE of the following methods:

Australian Military Bank

Email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)

Post: PO BOX H151, Australia Square, NSW 1215

**1. NOMINATION TYPE**

Please select your nomination type:

- Binding Nomination     Non-Binding Nomination

**2. MEMBER DETAILS**

Superannuation Member Number

Title    Given name(s)    Surname or family name    Date of birth

          

Residential address

Suburb/Town    State    Postcode

      

Email address    Contact number

  

**3. NOMINATION DETAILS**

Please make a selection:

- Make a Nomination     No Nomination

**NOMINEE 1**

Title    Given name(s)    Surname or family name

      

Residential address

Suburb/Town    State    Postcode

      

Date of Birth    Contact Number       % of benefit

/  /        

Relationship to you (tick one option only)

- Spouse     Child     Financial Dependant     Interdependency Relationship



## 4. NOMINATION DETAILS (CONTINUED)

### NOMINEE 2

Title	Given name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address

Suburb/Town

State

Postcode

Date of Birth

Contact Number

% of benefit

Relationship to you (tick one option only)

Spouse  Child  Financial Dependant  Interdependency Relationship

### NOMINEE 3

Title	Given name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Residential address

Suburb/Town

State

Postcode

Date of Birth

Contact Residential Number

% of benefit

Relationship to you (tick one option only)

Spouse  Child  Financial Dependant  Interdependency Relationship

**Legal Representative**    % of benefit

% of benefit

**Total of your beneficiary nominations (must be 100%)**

**Please note: If you wish to nominate more beneficiaries, please complete a separate form.**

## 5. DECLARATION

A nomination is not considered valid unless it has been completed correctly and we receive it. Any alterations to your form must be initialed by yourself and both witnesses.

### Member declaration:

I understand/declare that:

By making this nomination, I revoke and replace any existing binding death nomination.

My nomination must be my spouse, child, a person who is financially dependent on me or with whom I have an interdependency relationship or a legal personal representative of my estate at the time of my death.

My beneficiary(ies) and I will be bound by the terms and conditions in the PDS relating to binding death benefit nominations.

This binding nomination is only valid for three years from the date I sign it or any confirmation or amendment of it.

I may at any time revoke or change a binding nomination notice in accordance with Australian Military Bank's procedures.

If a notice is invalid or has not been sent to Australian Military Bank when I die, the death benefit will be paid to my legal personal representative.

This declaration must be signed by me in the presence of two witnesses (who are not nominated), both of whom are over the age of 18.

This nomination only applies to the account identified on this form within the Capital Guaranteed Super.

I have read the PDS dated 2 September 2019, and agree to be bound by the terms and conditions in the PDS governing the fund (as amended).

I am over 18.

Australian Military Bank will not be liable to me or other persons for any loss suffered (including consequential loss) in circumstances where transactions are delayed, blocked, frozen or where Australian Military Bank refuses to process a transaction or ceases to provide me with a product or service.

please tear here

## 5. DECLARATION (CONTINUED)

### FOR BINDING NOMINATIONS:

I have read and understood the declarations provided above.

Full Name: \_\_\_\_\_

Signature

Date

Witness 1  
Signature:

Witness 2  
Signature:

Full Name

Full Name

Residential address:

Residential address:

Date

Date

PLEASE ENSURE THAT THE DATE EACH OF THE WITNESSES SIGNS THIS FORM IS THE SAME AS THE DATE THE MEMBER SIGNS OTHERWISE THIS NOMINATION WILL NOT BE VALID.

### FOR NON-BINDING NOMINATIONS:

I have read and understood the declarations provided above.

Full Name: \_\_\_\_\_

Residential Address

Signature

Date

When you have completed this form, please return to:

Australian Military Bank Capital Guaranteed Super PO Box H151 Australia Square NSW 1215 OR email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)

**Instructions**

Please complete this form if you would like SuperMatch to locate your superannuation monies.

- Use blue or black pen only.
- Please use BLOCK letters.
- Please place an X in boxes where required.
- Make sure you read all the instructions before you complete this request.

Please send us your completed form by ONE of the following methods:

Australian Military Bank

Email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)

Post: PO Box H151 Australia Square NSW 1215.

**MEMBER DETAILS**

Superannuation Member Number

Residential Address

Suburb/Town

State

Postcode

Title

Given name(s)

Surname or family name

Date of Birth

 /  / 

Email address

Contact number

**IMPORTANT INFORMATION**

SuperMatch is a facility provided by the Australian Taxation Office (ATO) to superannuation funds, for the sole purpose of assisting members locate and consolidate their superannuation monies.

When you complete this form and return it to the Australian Military Bank, you will be authorising us to conduct a search of the ATO databases to obtain a list of super accounts and any ATO Held Super for you.

“ATO Held Super” includes but is not limited to:

- Superannuation guarantee (SG)
- Superannuation holding accounts (SHA) special account (active and inactive)
- Superannuation co-contributions
- Low income superannuation contributions (LISC)
- Unclaimed superannuation monies (resident and former temporary resident)

**Your Privacy**

The information you provide in this form is collected by and held for the Australian Military Bank by the Fund Administrator in accordance with the Privacy and Personal Information Protection Act 1998, under which you have rights of access and correction. Information you provide may be disclosed to lawfully authorised government agencies. For further information about Privacy, please contact the Fund Administrator whose contact details can be found on the bottom of this form.

**TAX FILE NUMBER**

Tax File Number (TFN)

In order to conduct a search of the ATO databases it is necessary for us to supply your Tax File Number to the ATO. By completing this form, you are authorising your Fund to provide your Tax File Number to the ATO. Your Fund is required to keep your Tax File Number private and secure and may not disclose your Tax File Number to unauthorised persons.

## AUTHORITY

- Tick this box to authorise your Fund to conduct a search of the ATO databases
- Tick this box to authorise your Fund to transfer any ATO Held Super into your Australian Military Bank Capital Guaranteed Super Account

By signing this form, you authorise the Australian Military Bank to provide your Tax File Number and other relevant information to the ATO for the purpose of searching the ATO databases and to receive the results of any search of the ATO databases; and, where you have provided your authorisation, to transfer any ATO Held Super to your Australian Military Bank Capital Guaranteed Super account.

Signature

Date

PO Box H151 Australia Square NSW 1215 | Ph: 1300 13 23 28 | Email: [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)  
[australianmilitarybank.com.au](http://australianmilitarybank.com.au) | Capital Guaranteed Super Pension Account (RSA) is issued by Australian Military Bank Ltd  
ABN 48 087 649 741 | AFSL and Australian credit licence number 237 988.

please tear here

Please send this letter to your current superannuation fund or Retirement Savings Account Provider that you are transferring your benefits from or to your employer. It will confirm that our Capital Guaranteed Super account complies with all relevant Australian legislation.

**TO WHOM IT MAY CONCERN****Australian Military Bank Capital Guaranteed Super account**

Re: Transfer of Superannuation Benefits

We enclose for your attention a Transfer Authority and confirm the following:

1. Australian Military Bank Ltd is an authorised provider in terms of the *Retirement Savings Accounts Act 1997*.
2. The account can accept rollovers, transfers and contributions for eligible persons as provided in the *Retirement Savings Accounts Act 1997* and the *Superannuation Industry (Supervision) Act 1993* and regulations made under those Acts.
3. The account can accept preserved benefits and retains them as such.
4. Documentation and payments should be forwarded to:  
Fund Administrator  
Australian Military Bank Capital Guaranteed Super  
PO Box H151, Australia Square NSW 1215,  
or by email [retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)
5. Fund Name – Capital Guaranteed Super
6. Cheques should be made payable to “Capital Guaranteed Super – Person’s Name”.
7. Capital Guaranteed Super does not have a SPIN number, please use our ABN 48 087 649 741 and refer to the following web site address to confirm our registration with APRA as an authorised provider [www.apra.gov.au/super](http://www.apra.gov.au/super).

Yours faithfully,

Australian Military Bank Ltd



John Ford  
Chief Executive Officer

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## 22. Important information about Binding Nominations and Non-binding Nominations

In December 2008, changes were made to legislation to allow death benefits to be paid to a broader class of dependants including same-sex spouses and children of those relationships. These changes are reflected below.

### WHAT IS A BINDING DEATH NOMINATION?

You can complete a binding death nomination to require that we pay your death benefit to the dependants you nominate or to your legal personal representative. If you complete and we receive your valid binding death nomination prior to your death, we are required to follow your nomination. This can provide you with greater certainty on who will receive your super benefit when you die.

It is important to be aware before completing a binding death nomination that:

- Your binding death nomination must be renewed every three years to remain valid. We will generally contact you before your nomination expires; however, you should always ensure your nomination is current and valid.
- Your binding death nomination is binding on Australian Military Bank and, if valid, cannot be overruled by Australian Military Bank. Accordingly, you should ensure it is always up-to-date and reflects your wishes given your current personal circumstances. In particular, it is important to review that your nomination is still appropriate and reflects your wishes if you get married, separate or get divorced, enter a de facto relationship (including same-sex), have a child, if someone you nominate has died, or someone becomes or is no longer financially dependent upon you or in an interdependency relationship with you.
- If you nominate your legal personal representative, your death benefit will be paid to your estate and distributed in accordance with your will or the laws of intestacy. This means that the distribution may be challenged if someone disputes your will or the distribution of your estate. If you nominate your dependants, your death benefit will be paid directly to them.

- Tax may be withheld from your death benefit when paid to your dependants or distributed from your estate. There are differing tax treatments of death benefits depending on how old you are, how old your nominated beneficiaries are and who you nominate and whether it is paid as a pension or lump sum.

To make a valid binding death nomination:

- You must be at least 18 years of age;
- You must complete, in writing, the binding death nomination form available in the most up-to-date PDS or on our website or by calling us;
- By law, your nomination will only be valid if you nominate a person(s) that at the time of your death is your dependant or your legal personal representative. Refer below for more information;
- You must complete the full name and date of birth of each person nominated to ensure we can identify them in the event of your death;
- You must ensure that the proportion payable to each person nominated is stated and you have allocated 100% of your death benefit;
- Your nomination must not be ambiguous in any other way;
- You must sign the binding death nomination form in the presence of two witnesses who are both at least 18 years of age and are not nominated on the form; and
- You must send and we must receive your validly completed nomination prior to your death.

You may amend, renew or revoke your nomination at any time by completing a new binding death nomination form in writing, available on our website or by calling us.

### NON-BINDING NOMINATIONS

When you commence your Capital Guaranteed Super account you are able to make a non-binding nomination on the application form to tell us who you would like to receive your death benefit when you die. You may only nominate your dependants or your legal personal representative.

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Please be aware that although we will take this nomination into consideration, we are not obliged to follow it. Generally, if you have more than one dependant, we will pay your death benefit to your legal personal representative instead. If you would like to consider a more binding form of nomination, please consider making a binding death nomination. The subsequent completion of a valid binding death nomination will supersede any previous non-binding nomination you have made.

#### **WHO CAN YOU NOMINATE?**

A valid binding death nomination can only nominate your legal personal representative or your dependants. Your legal personal representative is the person appointed on your death as the executor or administrator of your estate. Your dependants are:

- Your current spouse, this includes the person at your death to whom you are married or with whom you are in a de facto relationship, whether of the same sex or a different sex, or in a relationship that is registered under a law of a State or Territory.
- Your child, this includes any person who at your death is your natural, step, adopted, ex-nuptial or current spouse's child, including a child who was born through artificial conception procedures or under surrogacy arrangements with your current or then spouse.
- Any person financially dependent on you, this includes any person who at your death is wholly or partially financially dependent on you. Generally, this is the case if the person receives financial assistance or maintenance from you on a regular basis that the person relies or is dependent on to maintain their standard of living at the time of your death.

- Any person with whom you have an interdependence relationship, this includes any person who at your death:
  - you have a close personal relationship with and you live together;
  - you or this person provides the other with financial support; and
  - you or this person provides the other with domestic support and personal care.

The relationship is not required to meet the last three conditions, if the reason these requirements cannot be met is because you or the other person is suffering from a disability.

In establishing whether such a relationship exists, all of the circumstances of the relationship are taken into account, including (where relevant):

- The duration of the relationship;
- Whether or not a sexual relationship exists;
- The ownership, use and acquisition of property;
- The degree of mutual commitment to a shared life;
- The care and support of children;
- The reputation and public aspects of the relationship (such as whether the relationship is publicly acknowledged);
- The degree of emotional support;
- The extent to which the relationship is one of mere convenience; and
- Any evidence suggesting that the parties intended the relationship to be permanent.

If you are considering relying on this category or dependency to nominate a person, you should consider completing a statutory declaration addressing these points as evidence of whether such a relationship exists. You should talk to your financial adviser for more information.



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### **PAYING YOUR DEATH BENEFIT**

At the time of your death, we will contact the people you have nominated in your binding death nomination or non-binding nomination to ensure that they are still either a dependant or your legal personal representative. We are also generally required to establish the identity of this person before paying out your death benefit.

If you have nominated one or more of your dependants, they may be provided the choice of taking their proportion of the death benefit as a lump sum cash payment or a pension from our Capital Guaranteed Pension. Please note however, that from 1 July 2007 if you have nominated a child, the death benefit must be paid to them as a lump sum cash payment unless the child:

- Is under age 18;
- Is under age 25 and is financially dependent on you; or,
- Has a certain type of disability.

If your child's personal circumstances change so that they no longer meet one of these exceptions, we will pay the remaining account balance to them as a lump sum cash payment.

A PDS describing the features of a pension from our Capital Guaranteed Pension is available on our website or by calling us.

### **NO VALID BINDING DEATH NOMINATION**

Your death benefit will be paid to your legal personal representative if:

- At the time of your death, you have not completed or we have not received a valid binding death nomination;
- You have revoked your last binding death nomination or it has lapsed;
- The people you have nominated on your binding death nomination cannot be identified or are not at the time of your death your dependant or legal personal representative; or
- Australian Military Bank determines that your binding death nomination is otherwise invalid.

This is general information only and does not take into account your personal circumstances. Please talk to your financial adviser for more information on binding death nominations and your personal estate planning needs.

## Contact Us

1300 13 23 28

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PO Box H151 Australia Square NSW 1215

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Australia wide branch network

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[retire@australianmilitarybank.com.au](mailto:retire@australianmilitarybank.com.au)

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[australianmilitarybank.com.au](http://australianmilitarybank.com.au)

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This is issued by Australian Military Bank Ltd  
ABN 48 087 649 741 AFSL and Australian credit licence number 237 988.

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