

Product Disclosure Statement

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Join online at guildsuper.com.au

This *Product Disclosure Statement (PDS)* is a summary of significant information applicable to participation in GuildSuper from 17 September 2018 and contains references to important information contained in a number of *Guides* each of which form part of this *PDS*. You should consider the important information in each *Guide* before making a decision about this product.

The *PDS* was up-to-date at the time of issue. We may change or update the information in this *PDS* (including information in the *Guides* that form part of this *PDS*) from time to time. Where the change in information is not materially adverse, you can obtain this information free of charge at any time by calling **1300 361 477** or at guildsuper.com.au

Rating issued by Chant West Pty Limited ABN 75 077 595 316 AFS Licence No. 255320. For further information about the methodology used by Chant West, see www.chantwest.com.au. Chant West has given, and has not withdrawn, its consent to the inclusion in this Product Disclosure Statement of the references to Chant West and the inclusion of the logos and ratings provided by Chant West in the form and context in which they are included.



1. About GuildSuper

GuildSuper has a long history of delivering quality superannuation services to its members throughout Australia. Its mission is to help you get the most from your super, keeping things simple and helping you achieve the best possible lifestyle once you retire. GuildSuper has a particular focus on the financial wellbeing of women and their families.

GuildSuper is part of the Guild Retirement Fund ('Fund'), from which the Trustee is authorised to offer a MySuper product (MySuper Lifecycle Investment Strategy)

that can accept Superannuation Guarantee (SG) contributions from employers. Importantly, GuildSuper can accept contributions on your behalf, regardless of who you work for, so you can stay with us for your working life and into retirement.

The investment options in the MySuper product are determined by a member's age. GuildSuper also offers the MyMix Solution, which is a choice of eight investment options including diversified and single asset class options.

The latest Product Dashboards for the Fund are available at guildsuper.com.au/dashboard. Other important information about the Fund and the Trustee, including Trustee and Executive Officer remuneration, is provided on our website under the About Us section.

2. How super works

Super is a long-term savings vehicle which is, in part, compulsory. It helps you save money while you are working, so you have enough to support your lifestyle when you retire. There are different types of contributions that can be made to your super so that it can be invested and then used to replace your salary in retirement.

This diagram summarises how a super account works:

Money in	+ Any positive investment earnings	- Deductions	= Your account balance
<ul style="list-style-type: none">• Employer contributions• Additional contributions• Rollovers from other funds• Government payments	<ul style="list-style-type: none">• Any positive net earnings from the investments in your super account (see section 5)	<ul style="list-style-type: none">• Fees (see section 6)• Taxes (see section 7)• Insurance costs (see section 8)• Any negative net earnings	

Employer contributions: These include SG contributions, which are compulsory under Government legislation. Generally, if you are working and earning \$450 or more a month, your employer must make contributions equal to 9.5% of your ordinary time earnings into a super fund for you. You can usually choose the super fund where you would like SG contributions to be made.

Additional contributions:

- Subject to Government limitations, you can make extra voluntary or personal contributions into your super from your take-home pay. Voluntary or personal contributions you make, for which you do not claim a tax deduction, are classified as non-concessional contributions.

- If you make non-concessional contributions under the non-concessional contributions cap during a financial year, and earn less than a limit set by the Government, then you may be eligible for a bonus super contribution called the Super co-contribution for that year.
- You can also make voluntary contributions for which you can claim a tax deduction, which are classified as Concessional contributions.

Information on how super is taxed is set out in Section 7 of this *PDS*.

You can also ask your employer to make extra contributions from your before-tax salary into your account. These employer contributions are called Salary Sacrifice contributions. Salary Sacrifice contributions are generally classified as Concessional contributions.


Tax incentives: The Government wants Australians to help pay for their own retirement, so they provide tax incentives to encourage us to save through super.

Rollovers from other funds: You can combine your super into one account by transferring your super in other Australian super funds (if you have any) into your GuildSuper account.

Investment earnings: Your super is invested and any net earnings (which may be positive or negative) are allocated to your account.

Accessing your super

There are rules that restrict when you can withdraw your super balance. Generally, you cannot access your super until you reach a minimum age (called your preservation age) and meet a condition of release.

 You should read the important information about 'Growing your account' and 'Accessing your super' in the *How GuildSuper Works Guide* at guildsuper.com.au/pds before making a decision. The material relating to 'Growing your account' and 'Accessing your super' in the *How GuildSuper Works Guide* may change between the time you read this *PDS* and the day you acquire the product.


The information in this document is general information only and does not take into account your personal financial situation or needs. You should consult a licensed financial adviser to obtain financial advice that is tailored to suit your personal circumstances.

Issued by Guild Trustee Services Pty Limited ABN 84 068 826 728 AFS Licence No. 233815 RSE Licence No. L0000611 as Trustee of the Guild Retirement Fund ABN 22 599 554 834 (which includes GuildSuper and Child Care Super) MySuper Authorisation No. 22599554834526.

3. Benefits of investing with GuildSuper

When you become a GuildSuper member, you get:

- access to SUPERSUPER™, a unique rewards program which puts personal contributions into your GuildSuper account when you shop with participating retailers.
 - to create your own investment portfolio by choosing from eight investment options and the MySuper product**
 - 24/7 secure access to your account via Member Online
 - to make additional contributions into your super (including for the First Home Super Saver (FHSS) Scheme and Downsizer Contributions), and make and/or receive spouse contributions if you are eligible
 - Default Death, Total and Permanent Disablement (TPD) and Income Protection (IP) insurance cover and the ability to customise cover to suit your needs
 - access to tools and information to help you grow your super savings
 - access to personal advice about your GuildSuper account and more comprehensive personal advice***
 - to keep your GuildSuper membership if you change jobs
- * Provided to you by Loyalty Corp Australia Services Pty Ltd ABN 39 615 958 873, a third-party provider and not GuildSuper.
- SUPERSUPER will be launched in spring 2018 and members will be advised when it is launched.
- ** The value of your investments will be based on daily unit pricing.
- *** Adviser fees apply and will vary depending upon the type of advice you receive. You will be told the fee before you receive the advice. Any fee for comprehensive personal advice may be payable directly by you to the adviser. Personal advice is provided by Mercer Financial Advice (Australia) Pty Ltd ABN 76 153 168 293 AFS Licence No. 411766, a third-party provider and not GuildSuper

 You should read the important information about the benefits and features of GuildSuper in the *How GuildSuper Works Guide* at guildsuper.com.au/pds before making a decision. The material relating to the benefits and features of GuildSuper in the *How GuildSuper Works Guide* may change between the time you read this PDS and the day you acquire the product.

You should read the important information about daily unit pricing in the *Investment Guide* at guildsuper.com.au/pds before making a decision. The material about daily unit pricing in the *Investment Guide* may change between the time you read this PDS and the day you acquire the product.

4. Risks of super

All investments carry risk and super is no different. How much risk depends on several factors, an important one being the types of assets you are invested in. Asset types include cash, bonds, shares and property. Each asset type (and consequently each investment strategy, depending on assets making up the strategy) has a different level of risk and potential of receiving a negative return. Those assets with the highest expected return over the long term (like shares) also have the greatest chance (risk) of producing a negative return in the short term.

The significant risks relevant to GuildSuper include investment risks such as market risk, inflation risk, liquidity risk, currency risk and interest rate risk.

When investing your super, it is important to understand that super is a long-term investment which may be invested for more than 30 years. Over this time:

- while super funds aim to achieve their investment objectives for each investment option, returns will vary and superannuation investors may lose some of their money. Investment returns cannot be guaranteed.
- the value of investments will go up and down and over some periods your account balance may go down
- past returns should not be used to predict future performance
- you may not save enough through your super savings to pay for the retirement lifestyle you want, particularly if you rely solely on your employer's contributions, and


- laws affecting superannuation may change.

What's right for you (including your level of risk) may depend on your age, how long until you retire, how and where you hold other investments, and how comfortable you are with the possibility of your account balance going down temporarily in some years.

SUPERSUPER™ program

Loyalty Corp Australia Services Pty Ltd bears all risk for this program and GuildSuper has no involvement in the ongoing management and operation of the provider or this program.

If you would like to discuss the risks of super, then contact GuildSuper.

 You should read the important information about risks in the *Investment Guide* at guildsuper.com.au/pds before making a decision. The material about risks in the *Investment Guide* may change between the time you read this PDS and the day you acquire the product.

5. How we invest your money

When you join GuildSuper, your super will be invested in the MySuper product, until you make an investment choice. The MySuper product is made up of three lifestage investment options – Building, Growing and Consolidating. Your super contributions will be invested in the lifestage option that suits your age.

As you get older, your investments will automatically be adjusted to reduce the level of investment risk, making your investments more stable as you approach retirement. However, you may want to consider the likely investment return, risk and your investment timeframe when choosing to remain in the MySuper product or choosing other investment options.

With the MySuper product, your age is determined at 1 July each year based on your age next birthday. Changes to your investment options are made on 1 July not on your birthday.

5. How we invest your money continued

Here's how the MySuper product works

Age	You will be invested in the following lifestage option, with a target investment mix as shown	
Under 40	Building	98% Total growth assets, 2% Total defensive assets
40 to 55	Growing	77% Total growth assets, 23% Total defensive assets
56 and over	Consolidating	53% Total growth assets, 47% Total defensive assets

The MySuper product in detail

	Building		Growing		Consolidating	
Investment Return Objective *	CPI + 4.0% p.a. over rolling 10 year periods		CPI + 3.0% p.a. over rolling 10 year periods		CPI + 2.5% p.a. over rolling 10 year periods	
Asset allocation	Benchmark (%)	Range (%)	Benchmark (%)	Range (%)	Benchmark (%)	Range (%)
Australian shares	36	25 to 55	28	15 to 41	17	5 to 40
International shares	38	20 to 60	25	10 to 50	16	5 to 40
Property	11.5	0 to 25	10.5	0 to 20	8	0 to 20
Alternatives (growth)	12.5	0 to 30	13.5	0 to 30	12	0 to 30
Total growth	98	90 to 100	77	60 to 90	53	35 to 65
Fixed interest	2	0 to 10	13	0 to 30	24	0 to 45
Alternatives (defensive)	0	0 to 10	3	0 to 10	5	0 to 15
Cash/Money market securities	0	0 to 10	7	0 to 20	18	5 to 45
Total defensive	2	0 to 10	23	10 to 40	47	35 to 65
Who might it suit?	Investors who seek to maximise long-term returns and are comfortable with periods of short-term volatility.		Investors who seek to maximise long-term returns and are comfortable with periods of short-term volatility.		Investors who seek strong returns over the long term without being overly concerned with short-term volatility.	
Risk level	High		High		Medium to high	
Expected frequency of negative returns	4 to 6 times every 20 years		4 to 6 times every 20 years		3 to 4 times every 20 years	
Minimum suggested timeframe	10 years		10 years		8 years	

* The targets under the investment return objectives are after investment fees, indirect costs and investment taxes. While we aim to achieve this return target, future returns are not guaranteed.

CPI = Consumer Price Index

Freedom to choose your investments

At anytime, you can choose how your super is invested. The MyMix Solution has eight investment options including diversified and single asset class options, available to you. Buy/sell spreads will apply when you make an investment choice.

For more information on the MyMix Solution, refer to the *Investment Guide*.

If you would like to discuss the investment options or need help making an investment choice, then contact GuildSuper.



You should read the important information about investments in the *Investment Guide* at guildsuper.com.au/pds before making a decision. The material about investments in the *Investment Guide* may change between the time you read this *PDS* and the day you acquire the product.

6. Fees and costs

CONSUMER ADVISORY WARNING

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.¹

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 (moneysmart.gov.au) has a superannuation fee calculator to help you check out different fee options.

¹ It is a requirement that this text is included in all PDSs. Our fees are set at a competitive level that still allows us to effectively manage the Fund, and as such our fees are not negotiable.

6. Fees and costs continued

Fees and other costs

This section provides summary information about the main fees and other costs for the MySuper product. Similar information is included in other funds' PDS¹ so you can compare GuildSuper's fees and costs.

GuildSuper MySuper product

Type of fee	Amount	How and when paid	
Investment fee	Building	0.75% p.a.	
	Growing	0.67% p.a.	
	Consolidating	0.58% p.a.	
Administration fee	\$95 p.a. (\$1.83 per week) + 0.15% p.a.	The dollar fee is deducted from your account balance monthly. The percentage-based fee is calculated and deducted from gross investment returns daily.	
Buy-sell spread		BUY SELL	
	Building	0.17% 0.17%	
	Growing	0.17% 0.17%	
Consolidating	0.17% 0.17%		
Switching fee	Nil (however, a sell spread applies if you switch out of the MySuper strategy)	Not applicable	
Exit fee	\$60 (a sell spread also applies whenever you leave the superannuation entity or make a partial cash withdrawal or rollover)	Deducted from your balance each time you make a partial withdrawal or fully exit the Fund.	
Advice fees relating to all members investing in a particular MySuper product or investment option	Nil	Not applicable	
Other fees and costs ¹	Amounts vary depending on the nature of the fee and your personal circumstances	Insurance fees are deducted from your account balance monthly, where applicable.	
Indirect cost ratio	Estimated to be:	Deducted outside the Fund from the income or assets attributable to the MySuper product before returns are provided to the Fund	
	Building		0.48% p.a.
	Growing		0.42% p.a.
Consolidating	0.37% p.a.		

¹ Insurance fees and advice fees for personal advice may also apply. Refer to the 'Additional Explanation of Fees and Costs' in the *How GuildSuper Works Guide* and *Investment Guide* available on our website.

Example of annual fees and costs for the MySuper product

This table gives an example of how the fees and other costs for GuildSuper's MySuper product can affect your superannuation investment over a one-year period. You should use this table to compare this superannuation product with other superannuation products.

Example – GuildSuper MySuper product (Building)	Balance of \$50,000
Investment fees*	0.75% p.a. For every \$50,000 you have in the superannuation product you will be charged \$375 each year.
PLUS Administration fees	\$95 p.a (\$1.83 per week) + 0.15% p.a. And , you will be charged \$95 regardless of your account balance plus \$75 in administration fees each year.
PLUS Indirect costs for the superannuation product*	0.48% p.a. And , indirect costs of \$240 each year will be deducted from your investment.
EQUALS Cost of product	If your balance was \$50,000, then for that year you will be charged fees of \$785** for the superannuation product.

* Applicable to the Building Lifestage. Investment fees and indirect costs for other lifestages are lower.

** Additional fees may apply. If you leave the superannuation entity or make a partial cash withdrawal or rollover, you will also be charged an **exit fee** of **\$60**. A sell spread also applies whenever you leave the superannuation entity or make a partial cash withdrawal or rollover. The **sell spread** for exiting the Building option is **0.17%** (e.g. this will equal **\$85** for each \$50,000 you withdraw. A **buy and/or sell spread** also applies whenever you make a contribution or an investment switch. Indirect costs are estimates only and may vary from year to year.



You should read the important information about fees and other costs, including definitions of fees, in the *How GuildSuper Works Guide* at guildsuper.com.au/pds before making a decision. The material about fees and other costs in the *How GuildSuper Works Guide* may change between the time you read this PDS and the day you acquire the product.

How fees and other costs are charged to you

Fees and other costs are either paid directly from your account or deducted from investment returns before or after the investment returns from investments have been determined.

Further information about fees and other costs

GuildSuper may change the level of fees and other costs without your consent. If this happens we will notify you at least 30 days before any increase that is a material change, where required by law. The estimated indirect cost ratios may vary from year to year because indirect costs may change from year to year. You may be notified of increases in estimated indirect cost ratios after they occur.

Some of the fees and other costs for other available investment options are different to those shown in the adjacent table. Refer to the important information about fees and other costs in the *Investment Guide* and *How GuildSuper Works Guide* available on our website.

If you use a financial adviser, further adviser fees may apply. You will be told the fee before you receive the advice, which will be payable directly by you to the adviser. You should refer to the Statement of Advice they provide to see what the fees are.

7. How super is taxed

Super is taxed in a number of ways

Generally, GuildSuper will deduct the tax that is payable on your superannuation contributions or benefits and pay it directly to the Australian Taxation Office (ATO). In some cases you may be liable to pay tax in relation to superannuation contributions directly to the ATO.

Tax on contributions: For a typical member, the tax rates on money going into your account will be as follows:

- Concessional contributions, such as SG, salary sacrifice or tax deductible personal contributions, are usually taxed at 15%. A higher rate of tax applies to high income earners.
- Non-concessional contributions, such as personal or spouse contributions that are not tax deductible, are usually not taxed.

There are limits to the concessional and non-concessional contributions that can be made towards your superannuation each year.

If contributions exceed the applicable limits, then you may be taxed at a higher rate.

You can claim a tax deduction on any personal contributions you make into your super (subject to certain conditions). If you do then those contributions will be treated as concessional contributions, be subject to the concessional (before-tax) contributions cap and be taxed at 15%.

Tax on investment earnings: Investment earnings are generally taxed at a rate of 15%, however offsets (tax credits and rebates) apply which may reduce the effective tax rate.

Tax on withdrawals: Withdrawals from your account may be taxed if you are under age 60. Once you turn 60, withdrawals are generally tax-free.

How your Tax File Number (TFN) is used:

You should provide us with your TFN when you join GuildSuper. If you or your employer do not supply us with your TFN, we are required under law to reject personal contributions (including SUPERSUPER contributions) and deduct additional tax from your concessional contributions.

Not providing your TFN may also make finding any lost superannuation you have more difficult.

This is a summary only of key taxation rules. There is further information about taxes relating to contributions and benefits in the *How GuildSuper Works Guide* at guildsuper.com.au/pds. Taxation rules are complex and their impact depends on your personal circumstances. Tax rules are subject to frequent changes. You should refer to the ATO website (ato.gov.au) for up to date information or consult a financial adviser.



You should read the important information about TFNs in the *How GuildSuper Works Guide* at guildsuper.com.au/pds before making a decision. The material relating to TFNs may change between the time you read this PDS and the day you acquire the product.

8. Insurance in your super

GuildSuper offers three types of insurance cover:

- **Death** – provides a lump sum payment in the event of your death or if you are diagnosed with a terminal illness and have less than 24 months to live.
- **Total and Permanent Disablement (TPD)** – provides a lump-sum payment in the event you suffer a permanent disability.
- **Income Protection (IP)** – provides regular income payments if you are temporarily unable to work due to sickness or injury.

Default insurance cover: When you join GuildSuper and an SG contribution is made into your account, you may automatically receive a default number of Death, TPD and IP units of cover if you are aged between 15 and 70 and meet other eligibility criteria. If you meet these eligibility criteria then the cost of this cover will be deducted from your account, unless you decide to cancel your cover.

Refer to the table on the next page for the type of default cover, number of units and value of each unit of cover applicable to each age.

Default cover is not tailored to your individual circumstances and you should assess its suitability. Contact GuildSuper if you wish to change or opt-out of default insurance cover.

Insurance cover ceases in certain circumstances and other conditions apply.

Your occupation and insurance costs:

There are costs associated with insurance cover which you are responsible for paying by way of deductions from your GuildSuper account. The cost of Default cover depends on your age and your Occupational Classification (Standard, White Collar or Professional).

The cost of Default cover for the Standard Occupational Classification is shown on the next page. If you or your employer do not provide us with the correct details of your occupation, then you will be classified as Standard and you may pay more for your insurance cover. Information about the cost per unit for each type of Default cover is shown in the *Insurance Guide*.

If you apply for additional cover, then the costs will be calculated in accordance with premium tables shown in the *Insurance Guide*.

Insurance Boost: Eligible new members (who have received but not reduced Default cover) can apply for up to double the number of Death, TPD and/or IP units of cover without having to provide full health information. The cost of insurance will be adjusted for the higher levels of cover. To apply, complete the *Insurance Boost* form available on our website, answer some limited health questions and return to GuildSuper within six months of your Default cover commencing. Conditions apply.

Life Events Top-Up: Specific changes in your life allow you to request extra Death, TPD and/or IP cover (subject to eligibility criteria), in addition to any cover you have, without having to provide health information.

The cost of insurance will be adjusted for the higher levels of cover. To apply, complete the *Life Events Top-Up* form available on our website. Conditions apply.

Other insurance options: Eligible GuildSuper members can:

- transfer insurance cover from any other super fund or insurance provider (exclusions for certain types of insurance and maximum limits apply). To apply, complete the *Insurance Transfer* form available on our website. The cost of insurance will be adjusted for the higher levels of cover.
- choose from either Unitised cover or Fixed cover amounts for your Death and TPD. To apply for fixed cover, complete the *Application for Insurance* available on our website (some health information will be required). Different insurance costs apply to fixed cover.

Want more cover?

If you have no cover or would like additional cover, you can apply at any time for Death, TPD and/or IP cover (subject to eligibility criteria and maximum benefit limits). You can also apply to reduce the IP cover waiting period to either 30 or 60 days or increase the maximum Benefit Period to age 65.

To apply, complete the *Application for Insurance* available on our website. You will have to provide health information with your application. Additional insurance costs will apply.

8. Insurance in your super continued

Default Death, TPD and IP cover and premiums for Standard Occupational Classification. Refer to the *Insurance Guide* if your Occupational Classification is White Collar or Professional.

ANB ¹	Default no. of death units	Default amount of death cover	Default no. of TPD units	Default amount of TPD cover	Cost per week for Death & TPD	Default no. of IP units	Default amount of IP cover per month	Cost per week for IP ²
16	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
17	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
18	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
19	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
20	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
21	3	\$216,000	2	\$144,000	\$1.99	2	\$1,100	\$0.44
22	3	\$225,000	2	\$150,000	\$1.99	2	\$1,100	\$0.44
23	3	\$234,000	2	\$156,000	\$1.99	2	\$1,100	\$0.44
24	3	\$249,000	2	\$166,000	\$1.99	2	\$1,100	\$0.44
25	4	\$340,000	2	\$170,000	\$2.44	3	\$1,650	\$0.66
26	4	\$360,000	2	\$180,000	\$2.44	3	\$1,650	\$0.66
27	4	\$360,000	2	\$180,000	\$2.44	3	\$1,650	\$0.71
28	4	\$360,000	2	\$180,000	\$2.44	3	\$1,650	\$0.75
29	4	\$356,000	2	\$178,000	\$2.44	3	\$1,650	\$0.79
30	4	\$352,000	2	\$176,000	\$2.44	3	\$1,650	\$0.82
31	5	\$350,000	2	\$140,000	\$2.90	4	\$2,200	\$1.14
32	5	\$315,000	2	\$126,000	\$2.90	4	\$2,200	\$1.18
33	5	\$280,000	2	\$112,000	\$2.90	4	\$2,200	\$1.23
34	5	\$250,000	2	\$100,000	\$2.90	4	\$2,200	\$1.29
35	5	\$225,000	2	\$90,000	\$2.90	4	\$2,200	\$1.36
36	6	\$215,160	2	\$71,720	\$3.36	4	\$2,200	\$1.45
37	6	\$203,340	2	\$67,780	\$3.36	4	\$2,200	\$1.55
38	6	\$191,520	2	\$63,840	\$3.36	4	\$2,200	\$1.67
39	6	\$179,700	2	\$59,900	\$3.36	4	\$2,200	\$1.82
40	6	\$167,880	2	\$55,960	\$3.36	4	\$2,200	\$1.99
41	6	\$156,000	2	\$52,000	\$3.36	4	\$2,200	\$2.19
42	6	\$145,740	2	\$48,580	\$3.36	4	\$2,200	\$2.42
43	6	\$135,480	2	\$45,160	\$3.36	4	\$2,200	\$2.68
44	6	\$125,220	2	\$41,740	\$3.36	4	\$2,200	\$2.97
45	6	\$114,960	2	\$38,320	\$3.36	4	\$2,200	\$3.31
46	6	\$104,700	2	\$34,900	\$3.36	4	\$2,200	\$3.68
47	6	\$99,300	2	\$33,100	\$3.36	4	\$2,200	\$4.09
48	6	\$91,620	2	\$30,540	\$3.36	4	\$2,200	\$4.55
49	6	\$84,300	2	\$28,100	\$3.36	4	\$2,200	\$5.05
50	6	\$76,980	2	\$25,660	\$3.36	4	\$2,200	\$5.59
51	6	\$69,660	2	\$23,220	\$3.36	4	\$2,200	\$6.17
52	6	\$62,460	2	\$20,820	\$3.36	4	\$2,200	\$6.81
53	6	\$57,060	2	\$19,020	\$3.36	4	\$2,200	\$7.48
54	6	\$52,440	2	\$17,480	\$3.36	4	\$2,200	\$8.21
55	6	\$47,760	2	\$15,920	\$3.36	4	\$2,200	\$8.98
56	6	\$43,140	2	\$14,380	\$3.36	4	\$2,200	\$9.79
57	6	\$39,540	2	\$13,180	\$3.36	4	\$2,200	\$10.64
58	6	\$36,360	2	\$12,120	\$3.36	4	\$2,200	\$11.54
59	6	\$33,240	2	\$11,080	\$3.36	4	\$2,200	\$12.47
60	6	\$31,020	2	\$10,340	\$3.36	4	\$2,200	\$13.44
61	5	\$23,600	0	\$-	\$2.29	4	\$2,200	\$16.82
62	5	\$21,350	0	\$-	\$2.29	4	\$2,200	\$15.24
63	5	\$19,100	0	\$-	\$2.29	4	\$2,200	\$12.95
64	5	\$17,250	0	\$-	\$2.29	4	\$2,200	\$9.57
65	5	\$15,350	0	\$-	\$2.29	4	\$2,200	\$4.55
66	4	\$8,000	0	\$-	\$1.83	0	\$-	\$-
67	4	\$8,000	0	\$-	\$1.83	0	\$-	\$-
68	4	\$8,000	0	\$-	\$1.83	0	\$-	\$-
69	4	\$8,000	0	\$-	\$1.83	0	\$-	\$-
70	4	\$8,000	0	\$-	\$1.83	0	\$-	\$-

¹ Age Next Birthday at last 1 July.

² Default IP cover has a 90 day waiting period, a maximum Benefit Period of 5 years and is subject to a maximum of 85% of your salary. Rounding may cause variations to premium calculations.

8. Insurance in your super continued

Opting out or reducing your cover

You can opt-out or reduce your cover at any time. Complete the *Reduce or Cancel Your Insurance Cover* form available on our website. Any change to your cover will start from the date we receive your valid request.


To opt-out of your Default cover without any insurance costs being incurred, you must notify us in writing, within 60 days of your default insurance cover commencing, that you would like the cancellation of cover backdated to the date cover otherwise started.

Unless you opt-out of any Default cover, the cost of the cover will be deducted from your account.

Paying insurance benefits: If you make an insurance claim, GuildSuper and the Insurer will determine whether you are entitled to be paid based on the policy terms, the Fund's rules and the law.

You should read the important information about insurance in the *Insurance Guide*, including eligibility criteria, commencement of cover, cessation of cover, changing your

cover, the level and type of optional cover available, the cost of cover depending on your circumstances, conditions, exclusions and other significant information relating to insurance before deciding whether the insurance is appropriate or whether to apply for insurance. Refer to the *Insurance Guide* for information on your entitlement to insurance cover or payment of an insured benefit.

 You should read the important information about insurance in the *Insurance Guide* at guildsuper.com.au/pds before making a decision. The material relating to insurance may change between the time you read this *PDS* and the day you acquire the product.

9. How to open an account

There are two easy ways to open a GuildSuper account:

OPTION 1

When you choose to join

1. Read this *PDS* and the important information in the *Guides* referred to in this *PDS*.
2. Complete the *Membership Application* available on our website or within this *PDS*.

Once your membership account is established, you can then start to make contributions. You can also request that your employer contributes into your account by providing a completed *Choice of Superannuation Fund* form to your employer. Your account balance will be invested in the MySuper product and you may have default insurance cover, if employer contributions are made to your account within a specified timeframe and you are eligible. If you want to make an investment choice (buy/sell spreads may apply) or change insurance cover, you can do so by logging into your account via Member Online.

OPTION 2

When your employer has joined you

1. An account will be created for you if your employer makes a super contribution for you. The contribution will be invested in the MySuper product and you will have default insurance cover, if eligible.
2. Read this *PDS* (and the important information in the *Guides* referred to in this *PDS*), and if you want to make an investment choice (buy/sell spreads will apply) and/or change your insurance, you can do so by logging into your account via Member Online.

Welcome to GuildSuper: Once your account is set up you will receive a Welcome communication with your membership details and information about SUPERSUPER. The personal information (including account details), you or your employer provide in relation to your account, on or after you become a member, is protected. Refer to the Privacy Policy on guildsuper.com.au/privacy

Cooling-off period: A cooling-off period only applies if you joined the Fund under Option 1. If you advise us in writing within 20 days from the date of the communication you receive confirming your membership that you do not wish to be part of GuildSuper, we will direct your money to an eligible fund (subject to Government preservation rules) and no fees will be deducted directly from your account. However, the amount returned may be adjusted for any tax payable or unit price movements. In some circumstances, (for example, if you have exercised a right or power in relation to this product) the cooling off will not apply.

Enquiries and complaints

If you have a query regarding GuildSuper, then contact us on **1300 361 477**. If you have a concern or complaint, then GuildSuper has a formal process for dealing with complaints.

This is how it works:


Step 1: Call us on **1300 361 477** and explain your situation. We will do our best to resolve your issue straight away.

Step 2: If your issue remains unresolved please direct all complaints to:

**Complaints Officer
GuildSuper
GPO Box 1088
Melbourne VIC 3001**

The Complaints Officer will review and reply to your complaint within 30 days of receipt. If you are not satisfied with the resolution, or have not received a response within 90 days, you may be able to have the complaint considered by the **Superannuation Complaints Tribunal** by calling **1300 884 114**, or by writing to:

**Superannuation Complaints Tribunal
Locked Bag 3060
Melbourne VIC 3001**

 You should read the important information about privacy in the *How GuildSuper Works Guide* at guildsuper.com.au/pds before making a decision. The material about privacy in the *How GuildSuper Works Guide* may change between the time you read this *PDS* and the day you acquire the product.

Membership Application



To become a GuildSuper member, complete this form and send to **GuildSuper: GPO Box 1088 Melbourne VIC 3001**.

1. Personal details (please complete all sections and provide your details in block letters)

Title	<input type="checkbox"/> Dr	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	<input type="checkbox"/> Other					
Surname											
Given name(s)											
Preferred name											
Date of birth	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Gender M/F	<input type="checkbox"/>
Mobile phone no.	<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"/>
Phone no. (home)	(<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"/>
Phone no. (work)	(<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"/>
Email											
Residential address											
Street no.					Street name						
Suburb							State	<input type="text"/>	Postcode	<input type="text"/>	
Postal address (if different to Residential address)											
Street no. / PO Box					Street name						
Suburb							State	<input type="text"/>	Postcode	<input type="text"/>	

Tax File Number (TFN)

(Refer to Section 7 of the *PDS* and the *How GuildSuper Works Guide* for explanation)

You are not required to provide your TFN but it is a good idea to do so. If we don't have your TFN, your concessional contributions and withdrawals will be taxed at a higher rate and we cannot accept any non-concessional contributions.

2. Employment details

Employment status	<input type="checkbox"/>	Employed (complete this section then Sections 3, 4 and 5)				
	<input type="checkbox"/>	Self-employed (complete this section then Sections 4 and 5)				
	<input type="checkbox"/>	Unemployed (complete this section then Sections 4 and 5)				
Employer's name						
Date joined employer	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
GuildSuper Employer no. (if known)						
Current occupation						
Tick this box if you work in the Pharmacy industry	<input type="checkbox"/>					

Your employment status and current occupation are required to be completed for Default insurance cover purposes. For insurance purposes, you are only regarded as 'Employed' if you are engaged by an employer under a contract of employment. If you do not supply your employment status, Default insurance cover will not apply. If you are a self-employed individual or unemployed, you are not eligible for Default cover. If you are self-employed, you can apply for cover by completing the *Application for Insurance* available on our website.

continued over



3. Insurance cover

Default insurance cover

When you join GuildSuper you may be eligible for Default Death, Total and Permanent Disablement (TPD) and Income Protection (IP) cover (subject to policy terms and conditions). Please see Section 8 of the *PDS* and the *Insurance Guide* for more information on the amount of Default insurance cover you can receive and the relevant terms and conditions (including eligibility criteria). Exclusions and limits apply.

Occupational Classification

If you are employed by an employer and meet other eligibility criteria for Default insurance cover, then we need to determine your Occupational Classification to calculate the cost of insurance payable from your account.

If you do not supply your occupation, your Occupational Classification will be classified as 'Standard' and you may pay more for your insurance cover.

Please answer Yes or No to the following questions:

- | | | |
|---|------------------------------|-----------------------------|
| 1. Are the duties of your occupation limited to professional, managerial, administrative, clerical, secretarial or similar 'White Collar' nature tasks which do not involve manual work; and do you spend a minimum of 80% of your working hours in an office environment (excluding travel time from one office environment to another)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are you earning in excess of \$100,000 per annum from your profession? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you tertiary qualified and a member of a professional institute registered with a government body or an executive with more than 10 years industry experience? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

To qualify for 'White Collar' Occupational Classification, you must answer 'Yes' to question 1.

To qualify for 'Professional' Occupational Classification, you must answer 'Yes' to questions 1 to 3.

If you answer 'No' to questions 1 to 3, then you will qualify for the 'Standard' Occupational Classification.

Active Employment

If you are employed by an employer and meet the other eligibility criteria for Default insurance cover, whether or not you are in Active Employment for 30 consecutive days from the date that Default cover commences, determines whether you have Full Cover or New Events Cover.

When Default cover commences depends on when contributions are received into your account. If you are applying to join GuildSuper using this form and a contribution is made with this application (eg. by cheque), Default cover will commence from the date we receive your contribution.

Refer to the *Insurance Guide* for further information about the commencement of cover and the difference between Full Cover and New Events Cover.

Insurance Boost

If you receive Default insurance cover on joining the Fund and would like extra insurance cover, then you may apply for up to double the number of default units for each type of insurance cover by answering some simple health questions.

This offer is only available if we receive your application within the first six months of your Default cover commencing, and you have not reduced your Default cover. Conditions apply.

Complete the *Insurance Boost* form available on our website or in the *Insurance Guide*.

Life Events Top-Up

If certain life events occur (for example, you recently got married, got divorced, had a baby, bought your own place for the first time), then you may be eligible to request extra Death, Total and Permanent Disablement and/or Income Protection cover (called 'Life Events Top-Up'), without having to provide health information. Conditions apply.

Refer to the Life Events Top-Up sections of the *Insurance Guide* to determine if you are eligible. Complete the *Life Events Top-Up* form available on our website or in the *Insurance Guide*.

Additional cover

If the Default level of cover is not sufficient for your circumstances or you aren't eligible for Default cover, then you may apply for Death, Total and Permanent Disablement and/or Income Protection cover. Conditions apply.

Complete the *Application for Insurance* available on our website or in the *Insurance Guide*. You will be required to provide health information.

Income Protection cover

If you have Default Income Protection cover, you can:

- vary the number of units of cover provided to you
- vary the waiting period to 30 or 60 days (instead of the default period of 90 days), or
- extend the Benefit Period to a maximum of age 65 (instead of the default period of a maximum of 5 years).

Complete the *Application for Insurance* available on our website or in the *Insurance Guide*. You will be required to provide health information.

Reduce or cancel your cover

To reduce or cancel your cover, complete the *Reduce or Cancel Your Insurance Cover* form available on our website or in the *Insurance Guide*.



4. Nominate your beneficiaries

If you want to make a binding death benefit nomination, then complete the *Binding Death Benefit Nomination* form available on our website or from GuildSuper.

To make a non-binding death benefit nomination, log into your account via Member Online or complete the section below.

The non-binding nomination(s) below provides the Trustee with an indication as to who you would like to receive your superannuation benefits, including any insurance entitlement (if eligible), in the event of your death.

You may select a person(s) from the following relationship types (known as dependants):

- your spouse (including your de facto and same-sex partner), or
- your (or your spouse's) children including an adopted child, step child or ex-nuptial child, or
- someone you are in an interdependent relationship with, or
- a person financially dependent on you.

You can also select your legal personal representative.

Name of beneficiaries	Address	Relationship to you	% of benefit (to one decimal place)
Total			100%

If the Trustee cannot identify eligible dependants, your superannuation benefits may be paid to your legal personal representative. Please note, all nominations made above are non-binding and whilst the Trustee will take your nominations into account, it is not bound by them.

See the *How GuildSuper Works Guide* for more information.



5. Declaration

To the Trustee, GuildSuper:

I understand that as a member of GuildSuper I will be bound by the provisions of the Trust Deed and further declare that:

1. I understand that I cannot receive a benefit from GuildSuper until retirement, except in special circumstances in accordance with superannuation law.
2. I have been supplied with or have received in Australia and read, the current PDS, which accompanies this application. I have obtained, read and understood the various *Guides* which include further important information about GuildSuper.
3. I accept that the Trustee, unless otherwise stated, nor any of its subsidiary or associated companies, nor any underlying investment manager nor their subsidiary or associated companies, guarantees the performance of, or repayment of capital from GuildSuper or GuildSuper's investment options.
4. I understand that my account will be invested in the MySuper Lifecycle Investment Strategy and I can change my Investment Strategy anytime by logging into my account via Member Online.
5. I have read and understand the information in Section 8 of the *PDS*, and the *Insurance Guide*, in relation to insurance cover. I understand that, if eligible, I will be granted Default units of Death, TPD and IP insurance cover depending on my age and that insurance costs are determined according to my Occupational Classification.
6. I understand that any insurance cover is subject to the insurer's terms and conditions.
7. I have read and understood the Privacy Statement which is available at guildsuper.com.au/privacy, and I consent to my personal information being collected and used by GuildSuper in accordance with this.
8. If I have disclosed personal information about any other person:
 - a) I confirm that I am authorised to disclose to you personal information about that person
 - b) I consent to its use for the purposes shown in the Privacy Statement, and
 - c) I consent to disclosure of that personal information to (and obtaining personal information about that person from) other parties, including those shown in the Privacy Statement, for any of these purposes.
9. I acknowledge that the Trustee may use my email address and/or mobile phone number to send me information, including member product disclosure documentation and marketing material digitally. This information may be sent by email with an attachment or may include a link to a website from where it can be downloaded. I note that should I wish to receive communications, including statements via mail rather than email, I can do so at any time by calling GuildSuper or by logging into my account and changing my preferred form of communication.
10. I agree to GuildSuper using my Tax File Number and other personal information to search the Australian Taxation Office's database to locate any other super accounts on my behalf. I understand that if any ATO held money is found - which includes unclaimed super, low income super contributions, superannuation holding accounts, government contributions and super guarantee contributions that are in my name, it will automatically be transferred over to my GuildSuper account. And, I will be notified of all results, including if any lost super accounts are found. I understand that this consent is ongoing until I change it.

Signature



Date

 / /

Next steps

When we have received and accepted your application, a welcome communication will be sent to you that contains your Member Number. You may then make changes to your membership, including an investment choice, apply for additional insurance cover or make additional contributions.

Need help?

Call GuildSuper on **1300 361 477** from 8am to 7pm (AEST) Monday to Friday.

GuildSuper use only

Consultant's name

Consultant's code



Choice of Superannuation Fund



What you need to do

Complete this form and provide it to your employer if you wish to nominate GuildSuper as your chosen fund to receive your future Superannuation Guarantee (SG) contributions from your employer.

Important information

Some employees may not be able to choose their own superannuation fund. Please speak to your employer or visit ato.gov.au for more information about Choice of Fund.

Note to Employers: Choice of Fund legislation provides that an employee can nominate a chosen fund using a form other than the Standard Choice form issued by the Australian Taxation Office. The Trustee's Letter of Compliance and information about how to make contributions to GuildSuper on behalf of the employee are set out on the back of this form. You should ensure you satisfy yourself that you are meeting your obligations (including Choice of Fund obligations) under SG legislation.

1. Personal details

Name

GuildSuper member no.

GuildSuper member name (if different from name above)

Employee identification no. (if applicable)

2. Fund details

Fund name	GuildSuper (part of the Guild Retirement Fund)
Fund ABN	22 599 554 834
Superannuation product identification no.	GLD0001AU
Unique superannuation identifier (USI)	22599554834401
Phone no.	1300 361 477

3. Declaration

I wish to nominate GuildSuper as my chosen fund for my future SG contributions.

Employee signature



Date

/ /

For a copy of the GuildSuper *Product Disclosure Statement (PDS)* go to our website or call GuildSuper.

Next steps

Give this completed form to your employer. Do not send it to GuildSuper.

Need help?

Call GuildSuper on **1300 361 477** from 8am to 7pm (AEST) Monday to Friday.

Dear Employer

LETTER OF COMPLIANCE AND CONTRIBUTIONS – GuildSuper

Guild Trustee Services Pty Limited (the Trustee) is the Trustee for GuildSuper (part of the Guild Retirement Fund). I confirm the following statements on behalf of the Trustee.

Complying fund notice

GuildSuper is a regulated superannuation fund within the meaning of the Superannuation Industry (Supervision) Act 1993 (SIS) and is not subject to a direction under section 63 of SIS.

Default fund eligibility

GuildSuper is a MySuper authorised fund (Authorisation No. 22599554834526), meeting all the standards for fees and costs, investment options, insurance and member communication.

Payment options for employers

Employers can choose from two methods to submit superannuation contributions to GuildSuper:

Employer Portal Clearing House*	Other Clearing House
An online clearing house to submit all your employees' superannuation contribution details and pay by EFT or Direct Debit. Register online at guildsuper.com.au for Employer Portal Clearing House. Once you have registered with GuildSuper as an Employer, then you can call us on 1300 309 882 to get your Employer Portal login details.	You may use any other SuperStream compliant Clearing House to make superannuation contributions to GuildSuper.

* Employer Portal is made available through our administrator Mercer. Employer Portal clearing house services are provided by PayClear Services Pty Limited (ACN 124 852 320), holder of Australian Financial Services Licence Number 314357. The software that runs the Employer Portal is developed and owned by SuperChoice Services Pty Limited (ACN 109 509 739), an affiliate of PayClear Services Pty Limited. Please refer to *Employer Portal PDS* before making a decision about the product.

Employers should satisfy themselves that they meet employer obligations under Government legislation (including SuperStream requirements). For further information about SuperStream, go to **ato.gov.au**

If you have any questions, then please contact GuildSuper Employer Services on **1300 309 882** between 9:00am and 5:00pm (AEST) Monday to Friday or visit **guildsuper.com.au**

Yours sincerely



Mario Pirone
Managing Director
Guild Trustee Services Pty Limited

Rollover form



Online: submit your rollover request quickly and easily online at guildsuper.com.au

By form: Complete this form and return it to **GuildSuper, GPO Box 1088 Melbourne VIC 3001.**

Please complete all fields otherwise your rollover request may be delayed.

**If you wish to rollover from more than one super fund, then you must complete a separate form for each rollover.
You can download extra forms from guildsuper.com.au**

1. Personal details (please provide your current details)

Member no.	<input type="text"/>									
Title	Dr <input type="checkbox"/>	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other <input type="checkbox"/>	<input type="text"/>			
Surname	<input type="text"/>									
Given name(s)	<input type="text"/>									
Date of birth	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender M/F	<input type="checkbox"/>									<input type="checkbox"/>
Mobile phone no.	<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"/>
Phone no. (home)	(<input type="text"/>	<input type="text"/>)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>									
Tax File Number (TFN)*	<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"/>
Residential address										
Street no.	<input type="text"/>	Street name		<input type="text"/>						
Suburb	<input type="text"/>					State	<input type="text"/>	Postcode	<input type="text"/>	
Postal address (if different to Residential address)										
Street no. / PO Box	<input type="text"/>	Street name		<input type="text"/>						
Suburb	<input type="text"/>					State	<input type="text"/>	Postcode	<input type="text"/>	

* By providing your TFN, your rollover may be processed faster. Under the *Superannuation Industry (Supervision) Act 1993*, you are not obliged to disclose your TFN, but there may be tax consequences. Refer to the GuildSuper PDS for information about quoting your TFN.

2. Transferring Fund's details

Fund name	<input type="text"/>										
Your Member / account no.	<input type="text"/>										
Fund Unique Superannuation Identifier (USI)	<input type="text"/>										
Fund Australian Business Number (ABN)	<input type="text"/>										
I wish to (tick only one box):											
<input type="checkbox"/>	close this account and transfer all monies to my GuildSuper account, or										
<input type="checkbox"/>	transfer only \$	<input type="text"/>	to my GuildSuper account.							<i>continued over</i>	

Issued by Guild Trustee Services Pty Limited ABN 84 068 826 728 AFS Licence No. 233815 RSE Licence No. L0000611 as Trustee of the Guild Retirement Fund ABN 22 599 554 834 (which includes GuildSuper and Child Care Super) MySuper Authorisation No. 22599554834526.

We collect your personal information for purposes as detailed in the Privacy Statement and Privacy Policy which you can access at guildsuper.com.au/privacy. Call GuildSuper on **1300 361 477** to access or update the personal information we hold about you.

GLD4156 GuildSuper Rollover Form 09/18



3. Do you want to claim a tax deduction on personal contributions?

From 1 July 2017, if you have made personal, after-tax contributions into the other super fund/s and wish to claim a tax deduction on those contributions, then you must complete the *Notice of intent to claim or vary a deduction for personal super contributions* form (download from ato.gov.au) and send that to the other fund/s. They will then make sure your personal contributions are recorded as concessional contributions.

If you do not provide the other fund/s with the *Notice of intent to claim or vary a deduction for personal super contributions* form before they process the rollover, then you will not be able to claim a tax deduction on the personal contributions you have made up to the rollover date.

4. Declaration and authorisation

- I declare I have fully read this form and the information completed is true and correct.
- I am aware that I can ask my other super fund (the transferring fund as shown in Section 2) for information that I reasonably require for the purpose of understanding any benefit entitlements I may have in that fund including information about any fees or charges that may apply to the proposed transfer, and any other information about the effect this transfer may have on my benefits, and I have either obtained this information or do not require it.
- I understand that the transferring fund may apply fees and charges to the transfer or that the transfer may result in the loss of benefits (e.g. insurance benefits) provided by the transferring fund.
- I understand that tax may be deducted by the Trustee of the transferring fund from any untaxed portion of my benefit.
- For full withdrawals, I discharge the Trustee of the transferring fund of all liability in respect of benefits paid and transferred into my GuildSuper account.
- I hereby request and consent to the transfer of superannuation monies as described above from the transferring fund to my GuildSuper account, which is part of the Guild Retirement Fund, and authorise the Trustee of the transferring fund and the Trustee of the Guild Retirement Fund to give effect to this transfer.
- I hereby request that the Trustee of the transferring fund give effect to this transfer regardless of whether or not my employer may make further contributions to the transferring fund or whether or not I have terminated employment with the employer that contributes to the transferring fund on my behalf.

Signature



Date

 / /

Information about the Guild Retirement Fund

- The Trustee of the Fund is Guild Trustee Services Pty Limited (AFS Licence No. 233815. RSE Licence No. L0000611)
- The ABN of the Fund is 22 599 554 834
- The GuildSuper Unique Superannuation Identifier (USI) is 22 599 554 834 401
- The Superannuation Fund Number (SFN) for the Fund is 511643050 and the Fund Registration No. is R1000030

Please make cheques payable to **GuildSuper**.

Cheques and form(s) are to be sent to:

GuildSuper
GPO Box 1088
Melbourne VIC 3001

Need help?

Should you have any further enquiries, please call the Member Services Team on **1300 361 477**.

GuildSuper use only

Consultant's name

Consultant's code



Insurance Transfer



Complete this form to transfer existing Death, Total and Permanent Disablement (TPD) and Income Protection (IP) insurance cover you have with another superannuation fund or insurer (other provider) to GuildSuper.

What you need to do

Complete this form and return it to **GuildSuper, GPO Box 1088 Melbourne VIC 3001.**

1. Personal details (please complete all sections in block letters)

Member no. (if available)																				
Title	Dr	<input type="checkbox"/>	Mr	<input type="checkbox"/>	Mrs	<input type="checkbox"/>	Miss	<input type="checkbox"/>	Ms	<input type="checkbox"/>	Other	<input type="text"/>								
Surname	<input type="text"/>																			
Given name(s)	<input type="text"/>																			
Preferred name	<input type="text"/>								Date of birth	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>						
Phone no. (home)	(<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"/>	Mobile phone no.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone no. (work)	(<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"/>								
Email	<input type="text"/>																			
Residential address																				
Street no.	<input type="text"/>			Street name	<input type="text"/>															
Suburb	<input type="text"/>						State	<input type="text"/>	Postcode	<input type="text"/>										
Postal address (if different to Residential address)																				
Street no. / PO Box	<input type="text"/>			Street name	<input type="text"/>															
Suburb	<input type="text"/>						State	<input type="text"/>	Postcode	<input type="text"/>										

2. Personal statement

Are you restricted, due to injury or sickness, from carrying out the identifiable duties of your current and normal occupation on a full-time basis (even if you are not currently working on a full-time basis)? Full-time basis is considered to be at least 35 hours per week. Yes No

Have you been paid, or are you eligible to be paid, or have you lodged a claim for TPD with GuildSuper, another superannuation fund or another insurer under a life insurance policy? Yes No

Have you been diagnosed with an injury or sickness that reduces your life expectancy to less than 24 months from the date you sign this form? Yes No

If you have answered 'Yes' to any of the above questions, you will not qualify to transfer your existing cover from your other provider to GuildSuper. You may be able to obtain insurance cover in GuildSuper either under Default Cover (subject to meeting eligibility conditions) or only after being subject to underwriting acceptance by our Insurer. You are not required to complete the remainder of this form.



3. Existing cover details held with the other provider that you wish to transfer to GuildSuper

Name of other provider

Member/Policy no. with your other provider

1) Please confirm, by ticking the box, that all of the following statements are true and correct:

- a) I will cancel the existing cover with my other provider on acceptance of cover from GuildSuper.
- b) I will not be transferring the existing cover with my other provider to any other division/section of the provider or to any other fund or insurer other than GuildSuper.
- c) I will not effect a continuation option in relation to, or subsequently reinstate, the existing cover with or through the other provider.
- d) I have never had an application for Death, TPD or IP insurance declined by an insurer (including any other fund's insurer).

I confirm that all four statements are true and correct and agree to abide by these requirements

Yes No

If 'No' GuildSuper will not be able to accept the transfer of your existing cover.

2) I confirm that my current level and type of cover with the other provider is:

Death cover (maximum total cover in GuildSuper as a result of the transfer is \$1 million)

TPD cover (maximum total cover in GuildSuper as a result of the transfer is \$1 million)

Monthly IP cover (maximum total cover in GuildSuper as a result of the transfer is \$10,000 a month)

After the transfer, you can apply to increase your cover amount to a maximum of \$5 million for Death cover, \$3 million for TPD cover and \$30,000 a month for IP cover, subject to providing health information.

IP waiting period 30 days or 60 days or 90 days other (see important notes below)

IP Benefit Period 5 years or to age 65 other (see important notes below)

If you are applying to transfer your existing IP cover, what is your annual gross income (salary)? \$

Death and TPD cover

If you have Unitised cover in GuildSuper and if this application is accepted, then the amount of Death Only or Death and TPD cover transferred to GuildSuper will be rounded down to the nearest whole number of units of cover applicable to your age in GuildSuper at the date of application. The maximum amount of cover inclusive of the transferred amount is \$1 million.

IP cover

If you have Unitised cover in GuildSuper and if this application is accepted, the amount of IP cover transferred to GuildSuper will be rounded down to the nearest whole number of units of cover applicable to your age in GuildSuper at the date of application, subject to the maximum total insured benefit of \$10,000 per month.

If the waiting period you had with your other provider is not available with GuildSuper, then you will be allocated the next longest waiting period available under GuildSuper. For example, if your waiting period with your other provider was 45 days, then you will be allocated a 60 day waiting period with GuildSuper. Further, if the waiting period you had with your other provider is greater than 90 days, then transfer of IP cover will be subject to you choosing a 30, 60 or 90 day waiting period and subject to approval by our Insurer following the provision of health information and/or undergoing medical testing and/or examination.

If the IP Benefit Period you had with your other provider is not available with GuildSuper, then you will be allocated the next shorter Benefit Period available under GuildSuper. For example, if your Benefit Period with your other provider was 10 years, then you will be allocated a 5 year Benefit Period with GuildSuper. If the Benefit Period you had with your other provider cannot be matched with GuildSuper (because the Benefit Period you had with your other provider is less than 5 years), transfer of IP cover will be provided with the 5 year Benefit Period but subject to approval by our Insurer following the provision of health information and/or undergoing medical testing and/or examination.

Where the waiting period and/or Benefit Period relating to your IP cover with the other provider cannot be matched within GuildSuper, and your transferred IP cover replaces your current GuildSuper IP cover, our Insurer will confirm the terms applicable to your IP cover in writing before your application to transfer is approved.

3) I confirm that this transfer of cover is (tick one box only):

in addition to my current GuildSuper cover (if any), or

to replace my current GuildSuper cover of the same type (if you tick this box, any additional terms relating to your existing cover with your other provider (under question 4) will be applied by our Insurer to the insurance cover of the same type you currently hold in GuildSuper.)



3. Existing cover details held with the other provider that you wish to transfer to GuildSuper (continued)

4) Is your cover with the other provider subject to any premium loading, exclusions or restrictions in relation to any medical condition or other conditions (additional terms)?

Yes No

If 'Yes' please provide full details of the premium loadings, restrictions and/or exclusions in the table below (including a copy of the advice you received from the other provider advising you of the acceptance of your cover subject to these additional terms).

If you have answered 'Yes' to question 4, our Insurer will impose the same additional terms in relation to the transferred amount and will confirm these terms in writing to you if your application to transfer is approved. If your transferred amount replaces your current GuildSuper cover, the additional terms will apply to the replacement cover.

4. Documentary evidence of existing cover to be transferred

I have attached documentary evidence of the above cover. For example a copy of the most recent benefit statement or letter from the other provider confirming the level and type of cover.

Yes No

If 'No' GuildSuper will be unable to transfer your existing level of cover.

5. Acknowledgements

Furthermore, I acknowledge that:

- If I do not fully complete, sign and date this *Insurance Transfer* form, I will not be able to transfer my existing cover with the other provider to GuildSuper
- If our Insurer accepts this application for transfer, my existing amount of Death, TPD and/or IP cover (as applicable) with the other provider as at the transfer date will be added to or replace my GuildSuper cover (by way of additional units rounded down to the nearest whole unit(s) applicable to my age where GuildSuper cover is Unitised) but subject to my cover in GuildSuper as a result of the transfer not exceeding \$1 million for Death, \$1 million for TPD or \$10,000 per month for IP cover
- The transfer of cover will not commence in GuildSuper until the later of: i) our Insurer accepting my application; and ii) cancellation of my existing insurance cover with my other provider
- It is my responsibility to answer this form correctly (including whether any premium loadings, restrictions and exclusions applied with my other provider) but GuildSuper and our Insurer may undertake appropriate enquiry and investigation to verify the answers I have provided
- I agree to provide GuildSuper or our Insurer access to the health and/or financial evidence I provided to my other provider in an application for the cover. Any non-disclosure to another provider may be acted on by GuildSuper or our Insurer
- If it becomes apparent to GuildSuper or our Insurer that I have not responded truthfully or satisfied the requirements as set out in this form, then any insured benefit that may be payable to me, my beneficiaries or my estate under GuildSuper may be reduced by the insured amount paid or payable from my former fund, any division or section of the former fund, or any other fund, or any insurer under a policy, including a policy issued under any continuation option that I exercised. This reduction in benefit will, however, be limited to the extent that my benefit from GuildSuper is no less than I would have been eligible to receive under the terms of the policy between GuildSuper and our Insurer had I not applied for a transfer of existing cover
- If our Insurer accepts this application, the terms and conditions as outlined in our Insurer's policy documents will apply, and the terms and conditions of my other provider (except additional terms applicable to my existing cover, retained by our Insurer) will cease to apply
- I declare that the information contained in this *Insurance Transfer* form (whether written in my hand or not) is true and correct and that no information material to this application for transfer has been withheld
- I have read the *Product Disclosure Statement (PDS)* and *Insurance Guide*, including the 'Duty of Disclosure' section and understand its contents and what is meant by my duty to disclose. I also understand that my duty to disclose continues after I have completed this application for transfer until the Insurer has accepted the risk
- I understand that our Insurer may not accept this application and I should therefore not cancel my existing cover with my other provider before being notified that our Insurer has accepted this transfer application.

Continued over



5. Acknowledgements (continued)

NOTICE OF THE DUTY OF DISCLOSURE FROM OUR LIFE INSURER TO YOU

Duty of disclosure

The following section applies to members who are applying for cover including any application to vary or increase cover.

A person who enters into a life insurance contract in respect of your life has a duty, before entering into the contract, to tell our Insurer anything that he or she knows, or could reasonably be expected to know, that may affect our Insurer's decision to provide the insurance and on what terms.

The person entering into the contract has this duty until our Insurer agrees to provide the insurance.

The person entering into the contract has the same duty before he or she extends, varies or reinstates the contract.

The person entering into the contract does not need to tell our Insurer anything that:

- reduces the risk our Insurer insures you for; or
- is common knowledge; or
- our Insurer knows or should know as an insurer; or
- our Insurer waives your duty to tell it about.

If you do not tell our Insurer something that you know, or could reasonably be expected to know, this may affect our Insurer's decision to provide the insurance and on what terms, this may be treated as a failure by the person entering into the contract to tell our Insurer something that he or she must tell our Insurer.

If the person entering the contract does not tell our Insurer something

In exercising the following rights, our Insurer may consider whether different types of cover can constitute separate contracts of life insurance. If they do, our Insurer may apply the following rights separately to each type of cover.

If the person entering into the contract does not tell our Insurer anything he or she is required to, and our Insurer would not have provided the insurance if he or she had told our Insurer, our Insurer may avoid the contract within 3 years of entering into it.

If our Insurer chooses not to avoid the contract, our Insurer may, at any time, reduce the amount of insurance provided. This would be worked out using a formula that takes into account the premium that would have been payable if he or she had told our Insurer everything he or she should have.

However, if the contract provides cover on death, we may only exercise this right within 3 years of entering into the contract.

If our Insurer chooses not to avoid the contract or reduce the amount of insurance provided, our Insurer may, at any time vary the contract in a way that places it in the same position it would have been in if you had told our Insurer everything you should have. However, this right does not apply if the contract has a surrender value or provides cover on death.

If the failure to tell our Insurer is fraudulent, our Insurer may refuse to pay a claim and treat the contract as if it never existed.

Signature



Date

 / /

Next steps

Send completed form to: **GuildSuper, GPO Box 1088, Melbourne, VIC 3001**

Need help?

Please call GuildSuper on **1300 361 477** from 8am to 7pm (AEST) Monday to Friday.



Contact us for more information...

If you would like help with any information in this *PDS*, please contact GuildSuper.



1300 361 477



guildsuper.com.au



GPO Box 1088,
Melbourne VIC 3001

Trustee and Issuer

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