

# Election to commute PSS incapacity pension to lump sum

For your election to be accepted, you must complete this form and return it to Pillar no later than 6 months after your 55th/60th birthday (or pension commencement if later than either of these two dates). Forms received after this date will not be accepted.

## 1 Personal details

Title (eg Mr Mrs Ms Miss Dr)  Birth date

Family name

Given name/s

Residential Address (please include postcode)

Suburb, Town, City  Postcode

Daytime contact telephone number

Email address

Superannuation number (if known)

## 2 I understand the legislation

*It is important that you read and understand the information on your commutation rights contained in the letter enclosing this form. If you have any queries, Customer Service is available to assist you on 1300 130 097.*

Please cross the box below to certify:

- I have read and understood the letter from State Super which sets out my commutation rights under the PSS legislation.

## 3 Election to commute (exchange)

Please cross one box only

- a I want to give up the whole of my pension and take a lump sum instead.

**OR**

- b I want to give up some of my pension.

Please indicate either i) **or** ii)

- i)  I wish to keep a fortnightly pension of  and take the balance as a lump sum.

**OR**

- ii)  I wish to take a lump sum of  and keep the balance as a pension.

## Privacy notice

The information you provide in this form is collected on behalf of and held for State Super by the scheme Administrator, Pillar Administration, in accordance with the *Privacy and Personal Information Protection Act 1998 (NSW)* and the *Health Records and Information Privacy Act 2002 (NSW)*, 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, contact Pillar Administration by writing to PO Box 1229 Wollongong NSW 2500 or visit [www.statesuper.nsw.gov.au](http://www.statesuper.nsw.gov.au) for State Super's Privacy Statement.

## 4 How do you want to be paid?

Please cross one box only



### Directly to you

Please cross one box below

- Post a cheque to my home address
- Pay direct into this account:\*

Account name

Account number

BSB number

Name of bank/building society/credit union

Branch

\* Direct crediting is not available on a full range of accounts, or for all building society and credit union accounts. To confirm whether this facility is available, please check with your financial institution.

**OR**

### As a rollover

to a complying superannuation arrangement.

Name of chosen rollover fund

Cheque payee (if different from fund name)

Postal address of chosen rollover fund

Suburb, Town, City

Postcode

Please provide the following details about your chosen rollover fund.

Superannuation Product Identification Number (SPIN)

Your Member Account Number (if known)

Australian Business Number (ABN) of chosen rollover fund

To avoid delay in the payment of your benefit, please complete all rollover details above. This information is required under Commonwealth tax provisions. It can be obtained directly from your chosen rollover fund. The ABN may also be obtained from the Australian Prudential Regulation Authority (APRA) website [www.apra.gov.au](http://www.apra.gov.au)

## 5 Please sign here

Your signature

Date

DD	MM	YY
/	/	

## 6 Proof of Identity documents

You must provide certified<sup>†</sup> documentation with your application form to prove your entitlement to the superannuation benefits.

The following certified documents must be provided with your application form:

### Either

One of the following certified documents:

- Drivers licence issued under State or Territory law, or
- Passport

One certified document from each of the following groups:

### Group 1

- Birth certificate or birth extract
- Citizenship certificate issued by the Commonwealth Government
- Pension card issued by Centrelink that entitles the person to financial benefits

### Group 2

- Letter from Centrelink regarding a Government assistance payment
- Notice issued by Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address ie, Tax Office Notice of Assessment or Rates Notice from local council.

Make sure that proof of change of name, eg. marriage certificate, is also provided if your current name is not the same as the name on these documents.

<sup>†</sup> Certified means that all copied pages of original proof of identity documents or change of name documents have been certified as true copies by an individual approved to do so. Persons who are authorised to certify documents must sight the original and the copies and make sure both documents are identical, then make sure that all copies are certified as true copies by writing or stamping 'certified true copy' followed by the individuals signature, printed name, qualification and date.

The following persons are eligible to certify copies of original documents:

- An agent or permanent employee of Australia Post with two or more years of continuous service
- A finance company officer with two or more years of continuous service (with one or more finance companies)
- An officer with, or authorised representative of, a holder of an Australian Financial Services Licence (AFSL) having two or more years of continuous service with one or more licensees
- A notary public officer
- A police officer
- A registrar or deputy registrar of a court
- A Justice of the Peace
- A person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner
- An Australian consular officer or an Australian diplomatic officer
- A judge of the court
- A magistrate
- A Chief Executive Officer of a Commonwealth Court
- A member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership.

## What to do next

- Call us if you have any enquiries. Customer Service will help you if you have any enquiries. You can telephone them between 8.30 am and 5.30 pm from Monday to Friday on 1300 130 097 for the cost of a local call (higher charges may apply if you are calling from a mobile or pay phone).
- Mail the completed form and supporting documents to:

**State Super (PSS)**  
**PO Box 1229**  
**Wollongong NSW 2500**