



You can use this form to update our records of your home address and other personal details. Please fill out the first section in full, and show changes below.

Change of personal and banking details

Please print clearly in **BLACK** ink.

1. Your identifying details

Title (eg Mr Mrs Ms Miss Dr) Birth date

Family name

Given name/s

Member number

2. Your new personal details

(show only those details to be changed)

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

3. Your new banking details

Account name

Account number BSB number

Name of Bank/Building Society/Credit Union

Branch

4. Please sign here

Signature

Date

5. Proof of Identity Information

You must provide certified[†] documentation with your change of details form to verify your identity as the holder of the superannuation account.

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

OR

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 you are notifying us of a name change or your current name is not the same as the name on these documents.

[†] 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 individual's signature, printed name, qualification and date.

Section 5. continued over page ►

5. Proof of Identity Information

(continued)

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

6. Your privacy

The information you provide in this form is collected by and held for State Super by the fund administrator, Pillar Administration (Pillar), 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, contact Pillar by writing to PO Box 1229, Wollongong NSW 2500 or visit www.statesuper.nsw.gov.au for a copy of the State Super's Privacy Statement.

7. What to do next

If you want to record a change to your name or date of birth, please be sure to enclose the necessary documents with this form (*see Proof of identity information* above).

Mail the completed form and supporting documents to:

State Super
PO Box 1229
Wollongong NSW 2500