

# Partial commutation of hurt on duty pension

#### Please print clearly in black ink.

## Use this form...

- you are a member of the Police Superannuation Scheme (PSS), and
- you have a hurt on duty pension, and
- you have been offered a lump sum commutation of (ie. in exchange for) part of your pension after making an application in accordance with Fact Sheet PSS 13 Partial Commutation (redemption) of Hurt on Duty (HOD) Invalidity Pension under Section 10C.

## How to apply

You must fill in sections 1, 2 and 4 of this form. If you decide to accept the offer, complete section 3 as well.

These sections tell the administrator, Mercer, whether you accept the offer and, if so, how you want the lump sum to be paid.

1. Your personal de	tails							
Member number	mber Registered number							
Mr/Mrs/Ms/Miss/Dr	Male Female	Birth date (DD-MM-YYY	th date (DD-MM-YYYY)					
Given name(s)								
Fareille a see a								
Family name								
Residential address								
		0						
Suburb		State/Territory	Postcode					
Postal address (if differer	nt from residential ad	Idress)						
Suburb		State/Territory	Postcode					
Work or Home Daytim	e contact telephone	numbor						
Work of Florine Daytim	e contact telephone	Tiurribei						
Mobile number								
Email address								
Email address								

#### If you need help with this form

	2. Decision about lump sum offer					
Mark one box with a cross.	I accept  OR  I do not accept the lump sum amount of \$  which I understand has been offered by the Police Superannuation Scheme, under the governing legislation, in exchange for this amount  \$  weekly, of my hurt on duty pension.					
	3. How do you want to be paid?					
	Complete this section only if you have decided in Section 2 to accept the lump sum offer.  Pay direct into this account*.  Please note that you will need to provide a copy of an extract of your bank statement with your application that clearly shows the account name and number.					
*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.	Account name (The account must be held solely or jointly in your name)					
	BSB number Account number					
	Name of bank/building society/credit union					
	Branch					

## If you need help with this form

4. Please sign here								
I declare that the information I have given is correct.								
I have reviewed Section 5 - Proof of Identity and Section 6 - Electronic verification, and confirm the following (please select one or more):								
I have provided certified proof of identity documents								
If my proof of identity documents are not certified correctly, I consent to State Super or Mercer Administration Services (the fund administrator) verifying my identification electronically.								
I have provided electronic verification information in Section 6. I consent to State Super or Mercer Administration Services (the fund administrator) verifying my identification electronically.								
<b>Note -</b> if you provide authorisation to have your identity verified electronically but the documents are not compatible, you will need to provide certified copies of the required documents. We will contact you if this is the case.								
Name (Print in BLOCK LETTERS)								
Signature								
Date (DD-MM-YYYY)								
Date (DD-MM-YYYY)								

## If you need help with this form

## Your privacy

The information you provide in this form is collected on behalf of and held for State Super by the scheme administrator. Mercer Administration Services (Australia) Pty Ltd, in accordance with STC's Privacy Statement, 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 and third parties.

For further information about privacy, contact Mercer by writing to:

GPO Box 2181 Melbourne VIC 3001

or visit

#### www.statesuper.nsw.gov.au.

ABN 29 239 066 746 SPIN SAS0101AU

## 5. Proof of identity

You need to provide proof of identity documentation or electronic verification information with your application to prove that you are the person to whom the superannuation entitlements belong.

The following certified documents can be accepted:

#### Either

One of the following certified documents:

- Current Australian State or Territory drivers licence containing a photograph of the person, or
- Australian Passport, or
- Current card issued under a State or Territory law for the purpose of providing a person's age containing a photograph of the person, or
- Current foreign passport or similar travel document containing a photograph and the signature of the person\*

#### **OR**

One certified document from each of the following groups:

## Group 1

- An Australian birth certificate or birth extract issued by a State or Territory
- Citizenship certificate issued by the Commonwealth
- Current pension card issued by Centrelink that entitles the person to financial benefits

#### Group 2

- Notice issued by the Commonwealth or a State or Territory government within the preceding 12 months that records the provision of financial benefits to you, i.e., a letter from Centrelink.
- Notice issued by the Australian Taxation Office within the past twelve months that contains your name and residential address and records an amount

- payable to or by you, i.e., your last tax assessment.
- Notice issued by a local government body or utilities provider within the past three months that shows your name, residential address and the provision of services to you, i.e. water, gas or electricity bill, rates notice.
- \* Documents not written in English must be accompanied by an English translation prepared by an accredited translator.

#### Change of name

Make sure that proof of change of name is also provided if your current name is not the same as the name on these documents, e.g. Change of name certificate, or deed poll document. If your name has changed on marriage, a marriage certificate issued by the Registry of Births, Deaths and Marriages is required; ceremonial marriage certificates are not acceptable.

<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 individual's signature, printed name, qualification and date.

## If you need help with this form

## 5. Proof of identity continued

#### If you are in Australia

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

- Australia Post Permanent Employee or Agent (who is currently employed with the post office and has at least two continuous years of service or is in charge of supplying postal services to the public)
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- Bailiff
- Bank Officer, Building Society Officer or Credit Union Officer (with two or more years of continuous service)
- Chiropractor
- Commissioner for Affidavits or **Declarations**
- Court Officer: Registrar or Deputy Registrar of a Court, Judge, Clerk, Magistrate, Master of a Court, Chief Executive Officer of a Commonwealth Court
- Dentist
- Fellow of the National Tax Accountants' Association
- Finance Company Officer (with two or more years of continuous service with one or more finance companies)
- Justice of the Peace
- Legal practitioner
- Marriage celebrant (registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961)
- Medical practitioner
- Member of Chartered Secretaries Australia
- Member of Commonwealth Parliament, State Parliament, Territory Legislature or a Local Government Authority (State or Territory)
- Member of Engineers Australia (other than at the grade of student)
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence

- Force (who is an officer; or a noncommissioned officer within the meaning of the Defence Force Discipline Act 1982 with two or more years of continuous service or a warrant officer within the meaning of that Act)
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Minister of Religion (registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961)
- Notary Public
- Nurse
- Optometrist
- Officer with, or a credit representative of, a holder of an Australian credit licence, having two or more years of continuous service with one or more licensees
- Officer with, or authorised representative of, a holder of an Australian financial services licence, having two or more years of continuous service with one or more licensees
- Patent attorney
- Permanent employee of the Commonwealth (or Commonwealth Authority) or a State or Territory (or State or Territory Authority) or a Local Government Authority with two or more years of continuous service
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Pharmacist
- Physiotherapist
- Police Officer, Sheriff's Officer or Sheriff
- Psychologist
- Senior Executive Service Employee of the Commonwealth (or Commonwealth

Authority) or a State or Territory (or State or Territory Authority)

- Teacher employed on a full-time basis at a school or tertiary education institution
- Trade marks attorney
- Veterinary surgeon

## If you need help with this form

## 5. Proof of identity continued

#### If you are outside Australia

The following people are eligible to certify copies of original documents outside of Australia:

- consular staff at an Australian Embassy, High Commission or Consulate
- a public notary or or other person authorised to administer an oath or affirmation or to authenticate documents in the country you are visiting or living in.

The professions listed under If you are in Australia can only certify documents outside Australia if they work or are registered in Australia. Where your documents are certified outside Australia, the certifier must quote their registration number or the relevant law that qualifies them to authenticate your documents.

#### Return the completed form to

State Super (PSS) GPO Box 2181 Melbourne VIC 3001

If you need help with this form

# PSS 608 09/2024

## 6. Electronic verification

Please complete this section if you would prefer to allow us to verify your identity information electronically, instead of providing certified proof of identity documents.

We use a platform called 'greenID' to complete this verification. GreenID assists entities in meeting their Anti-Money Laundering and Counter-Terrorism Funding obligations by providing a secure and complete identity verification system.

You must provide complete details for any TWO of the following (note, only Australian documents can be verified electronically)

1. Medicare Card											
Full name exactly as shown on my Medicare Card											
			П								
			П								
Medicare number	Reference number										
Valid to (MM-YYYY)	Medicare card colour										
	Gree	en	Blue	\	Yellow						
2. Drivers Licence											
Full name exactly as shown on my Drivers Licence											
			П	Т							
Licence number	Driver licence card number										
			П								
State of issue Expiry (DD-MM-YYYY)											
2 Australian Passanort											
3. Australian Passport											
Passport Number											
Disco of highly (on about a program)											
Place of birth (as shown on passport)											
Country of birth (not shown on passport)											
Expiry date (DD-MM-YYYY)											

Notes: If your name differs between documents and/or your account details, you will need to provide a certified linking document (eg: Marriage Certificate from the Registry of Births, Deaths & Marriages).

If you complete the details for electronic identity identification, we will take this as consent to validate your details electronically.

If you provide authorisation to have your identity verified electronically but the documents are not compatible, you will need to provide certified copies of the required documents and post these to us. We will contact you if this is the case.

#### If you need help with this form