


Fiona Meecham
QIEC Super member

YOUR QUEENSLAND
INDUSTRY SUPERFUND

Product Disclosure Statement

Prepared and issued 21 November 2011

IMPORTANT INFORMATION

This *Product Disclosure Statement (PDS)* is prepared in accordance with Subdivision 4.2B of Division 4 Part 7.9 of the *Corporations Regulations 2001*, and provides a summary of the key information you need to make a decision to open an accumulation style superannuation account with QIEC Super. It includes references to additional information provided in *Fact Sheets* and the *Insurance Guide* on QIEC Super's website that form part of this PDS. Directions to the 'Fact Sheets' are shown at the end of each section (if applicable) and are marked with this logo: 

This is important information that should be considered before making a decision to invest in this financial product. If you do not have access to the internet and you would like a copy of this PDS or any of the Fact Sheets referenced within, please contact QIEC Super.

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

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Contact us

If you have any questions or would like more information about QIEC Super, contact us at:

www.qiec.com.au

Level 3, 424 Upper Roma Street, Brisbane Qld 4000 PO Box 2130 Milton Qld 4064 T 1300 360 507 F 07 3236 0719

Issued and prepared by QIEC Super Pty Ltd (ABN 81 010 897 480), the Trustee of QIEC Super (ABN 15 549 636 673), is Corporate Authorised Representative No. 268804 under Australian Financial Services Licence No. 238507

1. About QIEC Super

QIEC Super was founded in January 1988 as a 'profit for members' fund, which means after investment taxes and costs are taken out of returns, all surplus is returned to members.

QIEC Super is the only Queensland superannuation fund designed for the benefit of employees in the non-government education sector, child and other care and community services in Queensland.

As a member of QIEC Super you can take advantage of any of the following benefits:

- a choice of ten investment options (see page 4)
- automatic Death, Total and Permanent Disablement and Income Protection insurance cover (see page 7)
- the choice between a Pre-Retirement or Post-Retirement Account Based Pension when you are ready to retire
- access to our experienced Client Services Managers (CSMs) who can visit you and help you with all things super related
- financial planning services through our preferred providers of financial planning and related services
- free access to our easy-to-use Member Online system.

2. How super works

Superannuation is a long-term investment designed to help you accumulate the savings you need to enjoy the life you want in retirement. Superannuation includes a compulsory element through the regular contributions your employer pays on your behalf.

The Australian Government provides a range of incentives for people to save for their retirement through superannuation. As a result, super is taxed differently from other investments and there can be significant tax advantages in saving for your retirement through super. For more information about taxation see **Section 7** on page 6.

Choosing your super fund

Most people can choose which super fund they would like their super contributions paid into, but in some cases your super fund may be determined by the terms of your employment. If you don't have a choice about your super fund or don't tell your employer where to pay your super, they will put it into a super fund that they've chosen.

Regardless of whether you have chosen your super fund or it is decided for you, contributions from different sources, including yourself can be made into your super account.

Growing your super

The different types of contributions are:

Employer contributions - in most cases Superannuation Guarantee Law requires your employer to contribute 9% of your Ordinary Times Earnings to your superannuation account (SG contributions).

Salary Sacrifice contributions - arranging for your employer (if they allow) to deduct money from your pay (before tax is taken out) and deposit this into your QIEC Super account. Salary Sacrifice contributions may reduce the amount of personal income tax you may pay.

Personal contributions - adding some of your after-tax money into your QIEC Super account.

Government Co-contribution - if you make personal contributions (from your after-tax money) into your super and your income is less than \$61,920 in the 2011/12

financial year, you may be eligible to receive a special payment from the Government into your super.

Spouse contributions - made on your behalf by your spouse.

Annual limits apply to various types of contributions and these limits depend of your age. Extra tax is payable by you if you exceed these limits. Refer to the *Contributions* Fact Sheet for more information.

Rollovers

If you have super in other funds, you can transfer it into your QIEC Super account. This might be a good idea because the more super funds you are in, the more fees you pay. We recommend checking your Insurance with QIEC Super is adequate for your needs, prior to cancelling other superannuation that may provide Insurance cover for you. Also please note your other superannuation funds may apply an exit or termination fee.

Investing your super

QIEC Super has ten investment choice options each with a different level of risk/return. To find out more, please see **Section 5** on page 4.

Withdrawals

Money contributed into superannuation is "preserved." This means that you cannot access it until you have retired and have reached preservation age (between 55 and 60 depending on when you were born). However, there are some special circumstances where you can withdraw it earlier.

On retirement, QIEC Super can provide you with a post-retirement account based pension. Alternatively, once you reach preservation age you can convert some or all, of your super into a pre-retirement account based pension, even while you are still working. If you require assistance on the best option for you, QIEC Super is able to provide access to our preferred financial planning provider.



Please read the *How super works* Fact Sheet, *Contributions* Fact Sheet, *How super is taxed* Fact Sheet, *Claiming a benefit* Fact Sheet and the *QIEC Super Pension PDS* before making a decision.

Go to **www.qiec.com.au**. On the home page click on **Members**, then **Publications** and then **Fact Sheets**. To access the *QIEC Pension PDS* click on **Members**, then **Publications** and then **Product Disclosure**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

3. Benefits of investing with QIEC Super

QIEC Super is the only Queensland superannuation fund designed for the benefit of employees in the non-government education sector, child and other care and community services in Queensland. As a member, you will benefit from the following features:

Value for money super fund

QIEC Super is a "benefit for members" fund, which means that after investment taxes and costs are taken out of returns, all profits are returned to our members. Independent benchmarking by SuperRatings* has placed QIEC Super's fees in the lowest quartile of superannuation funds across Australia.

Investment choice

We know that many of our members are taking more interest in how their super is invested. That's why we've provided you with ten investment options to choose from. You don't have to put all your money into one option – you can mix and match them if you wish.

Insurance – QIEC Super has you covered

How many people insure their house and car but forget what's most important – their own lives and their family's financial security. On joining QIEC Super, you will automatically receive the default level Death, Total and Permanent Disablement and Income Protection insurance. Insurance cover is provided at group (discounted) premium rates and the cost is deducted from your super account.

*Research provided by SuperRatings Pty Ltd (311880), an independent superannuation assessment and superannuation ratings research organisation.

Communicating with you

QIEC Super keeps you up-to-date with a range of communication material that is either sent to you or available for download from our website. Publications such as brochures, fact sheets, newsletters, guides and annual statements provide you with information to help you understand your super and help manage your wealth into retirement.

Financial advice

QIEC Super members have access to professional financial advisers. They can provide you with comprehensive personal advice on a wide range of financial matters or more limited advice on a single issue. Fees may be charged for the provision of personal advice.

Face-to-face contact

QIEC Super has dedicated Client Services Managers to help our members and employers. They are available to conduct member information sessions in workplaces all over Queensland. These information sessions are designed to help members understand the benefits of Superannuation and of being part of QIEC Super.

Services for retirees

For those nearing retirement, QIEC Super offers members the choice to start an Account Based Pension. It is designed to provide regular income for your retirement. You have the choice between a Pre-Retirement and Post-Retirement Pension.



Please read the *How super is taxed* Fact Sheet and *Contributions* Fact Sheet before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

4. Risks of super

All investments have some level of risk. Super funds invest in a range of asset classes – for example, cash, fixed interest, property, alternatives and the share markets – that have different levels of risk, and offer a variety of investment options, reflecting different weightings of these asset classes.

The likely investment return, and the level of risk of losing money, is different for each investment option depending on the underlying mix of assets. Those assets with potentially the highest return over the longer term (such as shares) also have the highest risk of losing money in the short term.

When considering your investment in super, it is important to understand that:

- the value of investment options may go up and down

- returns are not guaranteed
- you may lose some of your money
- previous returns don't predict future performance
- laws affecting your superannuation may change, and
- the amount of your superannuation savings (including contributions and investment returns) may not be enough to adequately provide for your retirement.

The appropriate level of risk for you will depend on your age, investment timeframe, where other parts of your wealth are invested, and how comfortable you are at the possibility of losing some of your super in some years.

We and/or your financial adviser can help you understand investment risk and help you design an investment strategy that is right for you.



Please read the *Member investment choice and asset classes* Fact Sheet before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

5. How we invest your money

QIEC Super has ten investment options. Each one has a different level of risk and potential level of returns. You should consider the likely investment return, risk and your investment time frame when choosing which option(s) to invest in.

- Balanced Growth (default)
- Conservative Growth
- High Growth
- Socially Responsible Investment (SRI)
- Infrastructure
- Property

- Fixed Interest
- Cash
- Australian Shares
- International Shares.

You can choose one option or a combination of different options. If you don't make a choice, your super will be invested in the Balanced Growth option, the default option, which is summarised in the table below. Other than for the SRI option, labour standards, environmental, social or ethical consideration are not taken into account in the selection, retention or realisation of investments.

Investment details for the Balanced option (the default investment option for all members)

Investment return objective¹	Achieve returns (after tax and other costs) in three out of four rolling five-year periods of 3% above inflation <i>Please note: This is an objective only, it is not guaranteed</i>
Description of investment return	This option caters for returns seeking investors with an investment timeframe of 5 to 7 years, who are willing to take moderate risks with their money. This option invests in a diversified set of asset classes with a bias towards growth assets.
Mix of asset classes²	<p>Strategic asset allocation</p> <p>Growth 72% Defensive 28%</p> <ul style="list-style-type: none"> ■ Australian Equities31% (25-38%) ■ International Equities.....20% (15-25%) ■ Australian Private Equity 2.0% (0-4%) ■ International Private Equity4.0% (0-5%) ■ Direct Property.....12.0% (5-17%) ■ Infrastructure.....12.0% (5-15%) ■ Australian Fixed Interest.....5.5% (0-10%) ■ International Fixed Interest.....5.5% (0-10%) ■ Unlisted Debt2.0% (0-8%) ■ Opportunistic Growth.....3.0% (0-8%) ■ Cash.....3.0% (0-8%)
Minimum suggested time frame	Five years
Summary of the level of risk	Medium to high risk. Chance of a negative return is one in every eight years.

¹ The investment objective is the investment return this option will seek to achieve after fees and taxes. For example, if the objective for an investment option is inflation +3% and the inflation rate is 3.3% then the objective return would be 6.3%.

² The asset allocations for the investment option is the benchmark allocations set by the Trustee, in December 2010.

Please note: Information about the current and historical performance of QIEC Super's investment options is available on the Fund's website www.qiec.com.au → members → investment performance. However, please note that past performance is not a reliable indicator of future performance.

You can allocate your money to one or more of the available investment options at any time by completing a *Change to Member Investment Choice Form* available

at www.qiec.com.au → members → forms. Switches are effective from the start of the following month. You can also elect future contributions be paid to a different option.

We may change the types of investments included in each investment option, or add or remove one of our investment options at any stage. We will tell you if we make significant changes to the investment options.



Please read the *Member investment choice and asset classes Fact Sheet* before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

6. Fees and costs

Did you know?

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

For example, total annual fees and costs of 2% of your fund 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 investment features such as superior investment performance or the provision of better member services justify higher fees and costs.

You may be able to negotiate* to pay lower contribution fees and management costs where applicable. Ask the Fund or your financial planner.

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 calculator to help you check out different fee options.

*QIEC Super does not negotiate fees and other costs with members.

Main fees and costs for Balanced Growth option

This section provides summarised information about the main fees and costs for QIEC Super's Balanced Growth investment option which is the default option. Similar information is included in other super fund's Product Disclosure Statements so you can compare QIEC Super's fees and costs with those funds. These fees and costs are maximum amounts. You may pay less in some cases.

Type of fee or cost	Amount
Fees when your money moves in or out of the Fund	
Establishment fee The fee to open your account	Nil
Contribution fee The fee on each amount contributed to your account – either by you or by your employer.	Nil
Withdrawal fee The fee on each amount you take out of your account.	\$50 - Deducted from your account at the time of any lump sum payment. No fee is charged for benefit payments due to retirement, death, terminal illness, TPD, permanent disability, financial hardship, specified grounds or transfers to ISPF (the Fund's Eligible Rollover Fund).
Termination fee The fee to close your account.	Nil
Management costs	
The fees and costs for managing your investment	\$1.50 per week fixed administration fee (\$78 p.a. per member account).
	Plus
Operational Cost - The amount you pay for specific investment options* is shown in <i>QIEC Super's Fees and Costs</i> Fact Sheet (directions at the end of this section)	0.54% p.a. of your account balance
	Plus
Asset fee	Up to 0.20% of assets
Performance fees	Not applicable
Service fee**	
Investment switching fee The fee for changing your investment options.	Nil - No fee is charged for switching investment options.

* These costs are an estimate, derived from the actual management costs for the year ended 30 June 2011. Investment management fees may vary from time to time so updated estimates are posted on our website when updated information about fees and costs becomes available.

** Also see the *Fees and costs Fact Sheet* (directions at the end of this section) for more information about other fees.

How fees and costs are charged to your account

The operational cost and asset fee are deducted from your investment earnings before the earnings are added to your account. Other fees and costs related to the administration of your account are deducted directly from your account and these amounts will be shown in your annual *Member Statement*.

Example of fees and costs

This table gives an example of how fees and costs in the Balanced Growth investment option can affect your superannuation investment over a one-year period. You should use this table to compare this product with other superannuation products.

Example - Balanced option	Amount	Balance of \$50,000 with contributions of \$5,000 during the year
Contribution fees	Nil.	For every \$5,000 you put in you will be charged \$0.
Plus Management costs	0.54%* + 0.20% p.a. + \$78 p.a. (\$1.50 p.w.)	And, for every \$50,000 you have in the fund you will be charged \$370 each year plus \$78 in membership fees, regardless of your balance.
Equals Cost of Fund	\$448*	Therefore, if you put \$5,000 in during a year and your balance was \$50,000, then for that year you will be charged fees of \$448*. What it costs you will depend on the investment option you choose.

* The percentage management costs shown in this example are the actual management costs for the Balanced Growth investment option for the year ended 30 June 2011. The actual costs in any financial year may be different.

If you withdraw all or part of your money from the Fund, you may also be charged a withdrawal fee of \$50 (refer to the table on page 5 for exceptions).

Additional explanation of fees and costs - For tax costs, refer to Section 7 of this PDS. The Fund passes the benefit of any taxation deductions indirectly to members through the interest crediting rates. For Insurance costs, refer to the *QIEC Super Insurance Guide*. QIEC Super does not charge any advisory fees.

Fees and charges may be reviewed at any time by the Trustee. However, members will be notified in writing at least 30 days

in advance of any increase to a fee charged by the Trustee. The Indirect costs of the Management costs comprises expenses of the Fund, including fees paid to fund managers, and these may change at any time. The management costs exclude performance fees paid by the Fund to underlying fund managers, where the manager has outperformed a pre-determined benchmark. For the year ended 30 June 2011, less than 0.001% in performance fees have been paid to fund managers.



Please read the *Fees and costs* Fact Sheet and *Insurance Guide* before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

7. How super is taxed

There are a number of ways that super is taxed:

1. Contributions into your super that are made by your employer (SG contributions), or made by you before tax is taken out of your pay (salary sacrifice), are taxed at 15%. Contributions into your super made from your after-tax income (personal contributions) and the Government Co-contribution are not taxed.
2. Withdrawals from your account may be taxed if you are aged less than 60. Once you turn 60, generally no tax will apply to withdrawals.
3. Investment earnings are generally taxed at 15%.

The Government has placed limits on the amount of contributions that receive tax concessions in a financial year. The above tax rules apply except if you exceed the before or after-tax contribution limits or if you have not supplied your TFN.

If you exceed the contribution limits you will pay extra tax.

QIEC Super will pay the tax applying to your account directly to the Australian Tax Office and deduct this tax from your account balance.

If you don't tell us your Tax File Number (TFN), you may pay extra tax on your contributions or when you later access your benefit, or you may not be able to make certain contributions. It will also be more difficult to trace different superannuation benefit amounts made in your name to other funds during your working life as you change employers. TFN's are used to track down lost super so that you receive all your super benefits when you retire.



Please read the *How super is taxed* Fact Sheet and *Contributions* Fact Sheet before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

8. Insurance in your super

You never know what will happen tomorrow - so it is important to prepare yourself today with adequate insurance cover. With QIEC Super you can make sure that both you and your family will be looked after if the unexpected happens.

On first joining QIEC Super, if you are an Employee Member* you will automatically receive 1 unit each of Death and Total and Permanent Disablement (TPD) insurance cover and 2 units of Income Protection (IP) insurance cover. This is called automatic acceptance. Automatic acceptance is only available on first joining the Fund.

You can vary your cover and can choose up to 2 units of Death and TPD insurance without providing evidence of health, subject to completing a fund membership application form, and provided you join the Fund within 6 months of becoming eligible.

For more information on the amount of cover available, eligibility criteria, exclusions and when a benefit may be payable, please read the *QIEC Super Insurance Guide*.

Death and Total and Permanent Disablement (TPD) cover

For Employee Members the default level of cover is 1 unit of Death cover and 1 unit of TPD cover. For this combination of Death and TPD cover the cost is \$2.54 per unit per week.

Benefits scale

Age next birthday	Death Insurance Benefit Cost \$1.20 per week per unit	TPD Insurance Benefit Cost \$1.34 per week per unit
15 to 40	\$181,500	\$181,500
41-45	\$148,400	\$148,400
46-50	\$121,900	\$121,900
51-55	\$90,100	\$90,100
56-60	\$63,600	\$63,600
61	\$37,100	\$37,100
62	\$37,100	\$29,680
63	\$37,100	\$22,260
64	\$37,100	\$14,840
65	\$37,100	\$7,420
66 - 70	\$21,200	-

Income Protection (IP) cover

New Employee members who join QIEC Super will automatically receive 2 units of IP cover which provides a maximum benefit of up to \$2,000 per month.

The benefit payable will depend on your income and the number of units you hold. The maximum benefit payable if you are adequately insured is equivalent to 85% of your salary inclusive of the 10% superannuation contribution to your member account (subject to a maximum limit of \$10,000 per month).

The cost of Income Protection premiums are determined by an age based rate. Each unit is valued at \$1,000 per month.

Aged based scale for income protection premiums

Age next birthday	Premium rate per week per unit (one unit \$1,000)
Less than 30	\$0.79
30-44	\$1.18
45-55	\$1.92
56-65	\$2.97

Income Protection benefits are payable for a maximum period of 5 years, commencing after the 60 day waiting period. The waiting period commences from the date a medical practitioner certifies that you are temporarily totally disabled. An extended benefit payment period, beyond the initial 5 year period, is available which ceases at age 65. You need to apply and be accepted by the insurer for this cover.

Changing insurance cover

You can apply for additional units of Death, TPD and Income Protection insurance at any time by completing an *Insurance Application Form* and a *Personal Health Questionnaire* available at www.qiec.com.au/members/forms. Acceptance of cover is subject to assessment by the insurer. For Employee Members' Death insurance cover is available up to a maximum of \$5 million. TPD insurance cover is limited to \$2 million.

You can also request to decrease or cancel your cover at any time. You must do so in writing to QIEC Super (contact details are on the front cover). Please note that unless you give written notification to QIEC Super to cancel your automatic insurance cover, the cost of the cover will be deducted from your account weekly.

Making a claim

If you make an insurance claim, the insurance company and QIEC Super will determine whether you are entitled to be paid based on the terms of the policy, the Fund's rules and the law.

To claim a TPD benefit, you must be totally and permanently disabled as per the policy. To claim an IP benefit, you must be temporarily totally disabled as per the policy.

**An Employee Member is a member who is employed by a QIEC Super participating employer and is neither a spouse member nor a self-employed member. Spouse and self-employed members are not eligible for automatic acceptance. For the terms and conditions of insurance cover for spouse and self-employed members, please refer to the QIEC Super Insurance Guide.*



Please read the *QIEC Super Insurance Guide* before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.

9. How to open an account

To join QIEC Super, you must be employed by a QIEC Super contributing employer.

1. Read this *PDS*, the *Fact Sheets* and the *Insurance Guide* referred to within, which form part of the *PDS*.
2. Complete the *Member Application Form* available on the web at www.qiec.com.au → members → forms.
3. Send it back to us either directly or through your employer.

Your employer and you can then start to make regular and/or lump sum payments into your QIEC Super account. We will write to you to confirm that your membership account with QIEC Super has been activated and to tell you more about your account details.

Go online and save time

If you register for Member Online you can:

- View balance history and previous Member Statements;
- View contribution history – contributions made by either employers or personal contributions;
- Obtain an account balance; and
- View and update your current member details.

You can access a demonstration system at our website www.qiec.com.au, by clicking on 'Log into member online' to view and enter test data. Please use a Membership Number of **3** and a password of **demo**.

Accessing more information about QIEC Super membership

Because the information in this *PDS* is controlled by regulations limiting its size, we have a lot more important information to tell you. Directions to find much of this additional information has already been provided at the end of the various sections in this *PDS*. There are however three Fact Sheets (see directions below) that contain information about other superannuation matters such as who will receive your benefit in the event of your death, what happens if you become a lost member or have an unclaimed benefit, fund compliance, who manages QIEC Super, privacy and how to make an enquiry or complaint to the Fund including the Superannuation Complaints Tribunal. Please read all the Fact Sheets to gain a better understanding of your membership with QIEC Super.

This information is of a general nature and does not take account of your individual financial situation, objectives or needs. Before acting on this advice, you should consider the appropriateness of the advice, having regard to your objectives, financial situation and needs. You should read this *PDS* before making any decisions. If you require specific advice, you should contact a licensed financial adviser. QIEC Super Pty Ltd (ABN 81 010 897 480), the Trustee of QIEC Super (ABN 15 549 636 673), is Corporate Authorised Representative No. 268804 under Australian Financial Services Licence No. 238507 and is authorised to provide general financial product advice in relation to superannuation.

Enquiries and complaints

If you have an enquiry or complaint, please contact:

QIEC Super

By phone: 1300 360 507

By fax: (07) 3236 0719

By email: info@qiec.com.au

By mail: QIEC Super
PO Box 2130
Brisbane Qld 4064

Or you can come to our office at:

Level 3,
424 Upper Roma Street,
Brisbane, Qld

and make your enquiry or complaint in person.



Please read the *Nominating a beneficiary Fact Sheet*, *Lost members and unclaimed benefits Fact Sheet* and *Miscellaneous information Fact Sheet* before making a decision.

Go to www.qiec.com.au. On the home page click on **Members**, then **Publications** and then **Fact Sheets**.

Please note: The information in the Fact Sheets may change between the time when you read this Statement and the day you sign the Member Application Form.



Member Application Form

ALL SECTIONS MUST BE COMPLETED

PLEASE NOT

PLEASE USE BLOCK LETTERS

ARE YOU A CURRENT MEMBER OF QIEC SUPER?

YES NO

QIEC SUPER MEMBER NUMBER

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Note: if you have changed your name since first becoming a member please attach a Certified copy of your Marriage Certificate, Deed Poll or a Statutory Declaration as proof.

PERSONAL DETAILS

DATE OF BIRTH

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TITLE

MR MS MRS MISS MALE FEMALE

GENDER

FIRST NAME

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MIDDLE NAME

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FAMILY NAME

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OCCUPATION

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RESIDENTIAL ADDRESS

STREET NUMBER

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STREET NAME

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SUBURB/TOWN

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STATE

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POSTCODE

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POSTAL ADDRESS (If same as above, write "as above")

PO BOX

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SUBURB/TOWN

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STATE

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POSTCODE

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TAX FILE NUMBER (TFN)

I have read the information concerning Tax File Numbers (TFN) and understand a failure to provide my TFN will result in tax implications on my Concessional Contributions and the inability of the Fund to receive any Non-Concessional Contributions. I further understand the Fund will only use my TFN for the correct purposes.

MY TAX FILE NUMBER IS

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EMAIL AND PHONE DETAILS

EMAIL ADDRESS

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YOUR TELEPHONE NUMBER

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MOBILE NUMBER

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PERSONAL CONTRIBUTIONS AND TRANSFERS

Do you wish to make personal contributions? YES NO If so, we will forward you details on methods of payment.

I have money in other superannuation funds and wish to roll it over to QIEC Super YES NO If yes, please complete the *Member Rollover Authorisation* Form attached to this *PDS*.

PLEASE COMPLETE DETAILS ON NEXT PAGE

PAGE 1 OF FORM

Member Application Form

ALL SECTIONS MUST BE COMPLETED

PLEASE NOT

PLEASE USE BLOCK LETTERS

INSURANCE

AUTOMATIC COVER

QIEC Super automatically provides you with one unit each of Death and TPD insurance and two units of Income Protection insurance, the cost of which is deducted from your account balance. You can increase your Death and TPD cover to two units without the need to supply further medical information if your application is received within 6 months of you first being eligible to join the Fund. If you require more than two units, QIEC Super will send you a personal statement to complete or you can download a copy from our website, www.qiec.com.au/members/forms.

REQUIRED COVER (including the automatic cover)

DEATH COVER

How many units of cover do you want?

No. of Units

TPD COVER

How many units of cover do you want? (Please note you cannot have more TPD than Death cover)

No. of Units

INCOME PROTECTION COVER

How many units of cover do you want? (You can request cover up to a maximum of \$10,000 per month)

No. of Units

Please note: If you elect more than 2 units of Death, TPD or Income Protection Cover, your application will need to be assessed and approved by the Fund's insurer.

WORK STATUS

Are you currently working and actively performing your normal duties? YES NO

NO INSURANCE COVER REQUIRED

Insurance is automatically provided. If you do not wish to have insurance cover you must advise QIEC Super **in writing separately** to this application. If you decide at a later date that you require insurance cover, you will need to provide information, be assessed and approved by the Fund's Insurer.

MEMBER INVESTMENT CHOICE

You are able to choose one investment option, or a mix of different options. Please nominate your chosen combination of investment options. Refer to the **How we invest your money** section of the *PDS* and the *Member investment choice and asset classes* Fact Sheet for further information.

You can change your nominated mix of investment options monthly at no cost. Switches are effective from the first day of the following month.

If you choose a mix of investment options, your nominated percentages must be in multiples of 5% and must total 100%.

For example:	Balanced Growth	40%
	Cash	25%
	Australian Equities	35%
	Total	100%

I understand that if I do not complete this section, my account balance will be invested in the default Balanced Growth option, unless I have previously selected otherwise.

Balanced Growth	_____	%
Conservative Growth	_____	%
High Growth	_____	%
Socially Responsible Investment	_____	%
Infrastructure	_____	%
Property	_____	%
Fixed Interest	_____	%
Cash	_____	%
Australian Equities	_____	%
International Equities	_____	%
Must be multiples of 5% and add up to TOTAL	100%	

USE OF INFORMATION AND DECLARATION

In signing this application (which was attached to the *Product Disclosure Statement*), I:

- acknowledge I have read and understood the terms of the *QIEC Super Product Disclosure Statement*:
 - including the sections on **How we invest your money** and **Insurance in your super**, and acknowledge it does not constitute personal advice and
 - accept that all conditions relating to member investment options, are subject to change from time to time at the discretion of the Trustee Board
- agree to be bound by the terms and conditions contained in the Trust Deed and *Product Disclosure Statement*
- declare I have obtained financial advice from a qualified advisor concerning my investment in QIEC Super, or have consciously decided not to obtain financial advice
- agree that QIEC Super may communicate to me from time to time via email
- declare that the information in this application form is true and correct to the best of my knowledge and belief
- acknowledge I have read the section on Privacy in the *Miscellaneous information Fact Sheet* and consent to the collection and use of my personal information for the purposes outlined.

If you do not agree to QIEC Super sending you information about third-party super products and services, please cross this box.

SIGNATURE

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DATE

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RETURN COMPLETED FORM TO: QIEC Super PO Box 2130 Milton Qld 4064

PAGE 3 OF FORM

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Member Rollover Authorisation Form



ALL SECTIONS MUST BE COMPLETED

PLEASE NOT

PLEASE USE BLOCK LETTERS

ARE YOU A CURRENT MEMBER OF QIEC SUPER?

YES NO

QIEC SUPER MEMBER NUMBER

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Note: if you have changed your name since first becoming a member please attach a Certified copy of your Marriage Certificate, Deed Poll or a Statutory Declaration as proof.

PREVIOUS FUND DETAILS

NAME OF PREVIOUS FUND

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ABN

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ADDRESS OF PREVIOUS FUND

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PREVIOUS FUND MEMBERSHIP NUMBER

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PERSONAL DETAILS MY PERSONAL DETAILS IN THE PREVIOUS FUND ARE:

*DATE OF BIRTH

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TITLE

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GENDER

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*FIRST NAME

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*MIDDLE NAME

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*FAMILY NAME

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TAX FILE NUMBER (SEE NOTE OVERLEAF)

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*YOUR TELEPHONE NUMBER

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MOBILE NUMBER

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PREVIOUS EMPLOYER NAME

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APPROX VALUE OF MY PREVIOUS FUND

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DATE OF LAST CONTRIBUTION TO PREVIOUS FUND

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TELEPHONE NUMBER OF PREVIOUS FUND

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RESIDENTIAL ADDRESS

STREET NUMBER

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STREET NAME

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SUBURB/TOWN

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*POSTCODE

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POSTAL ADDRESS (If same as above, write "as above")

PO BOX

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SUBURB/TOWN

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PROOF OF IDENTITY (See over for details)

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I have attached a certified copy of my driver's licence or passport or 18+ card

OR

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Certified Birth Certificate, Citizenship Certificate or Centrelink Pension Card

AND

Centrelink payment letter (<12months old), ATO Notice of Assessment (<12months old) or Local Council notice (<3 months old).

SIGNATURE

By signing this form I am making the following statements:

- I declare that I have fully read this form and the information completed is true and correct;
- I am aware I may ask the Trustee of my previous superannuation fund for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and do not require any further information;
- I understand that any insurance benefit I had in my previous fund may cease upon transfer and that my previous fund may charge fees to effect this transfer.
- I discharge the Trustee of my previous superannuation fund of all further liability in respect of the benefits paid and transferred to QIEC Super.

I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

SIGNATURE

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DATE

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RETURN COMPLETED FORM TO: QIEC Super PO Box 2130 Milton Qld 4064

To ensure we can assist you in rolling your other superannuation accounts into QIEC Super, please complete the checklist below.

Checklist

- Have you considered where your future employer contributions will be paid?
- Have you completed all of the mandatory fields on the form overleaf (denoted by *)?
- Have you signed and dated the form?
- Have you attached your certified identification?
- Have you supplied your Tax File Number?

Identification requirements

We are required by law to obtain proof of your identity before paying any benefit. We must obtain certified copies of the following to prove your identity. If you have international identification documents or are unable to provide the documents sought, please contact us.

Completing proof of identity

You will need to provide certified documentation with this transfer request to prove you are the person to whom the superannuation entitlements belong.

The following documents may be used:

EITHER:

One of the following documents:

- Current Driver's licence issued under State or Territory law
- Current Passport (or expired within the last 2 years)
- 18+ Card

OR

Two of the following documents (one from each column)

One of the following documents:

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

AND

One of the following documents:

Notice that contains your name & residential address that was issued by:

- Commonwealth, State or Territory Government within the past 12 months that records the provision of a financial benefit, for example: Letter from Centrelink regarding a Government assistance payment, or
- Australian Taxation Office within the past 12 months that records a debt or refund payable, for example: Tax Office notice of Assessment, or
- Notice issued by Local Council or Utilities Provider within the past 3 months that records the provision of services for example: Rates Notice, Electricity or Phone Bill.

Have you changed your name?

If you have changed your name, you will need to provide a certified copy of: Marriage Certificate, Decree Nisi, Deed Poll or change of name certificate from the Births, Deaths & Marriages Registration Office. Please note that a Ceremonial Certificate is not acceptable.

Certification of documents

All copied pages of ORIGINAL proof of identity documents must be certified as true copies by any individual approved to do so (see below). The person who is authorised to certify documents must sight the original and the copy and make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping "Certified true copy" followed by their signature, printed name, qualification (eg Justice of the Peace, Australia Post employee, etc) and date.

The following is a list of people who are most commonly used to certify copies of the originals as true and correct copies:

- A permanent employee of Australia Post with 2 or more years of continuous service or employed in an office supplying postal services to the public;

- An officer with 2 or more continuous years service with one or more financial institutions;
- 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;
- Teacher employed on a full-time basis at a school or tertiary institution
- A police officer;
- A Justice of the Peace or Commissioner for Declarations;
- Dentist;
- Pharmacist;
- A magistrate; or
- Medical practitioner.

To see the full list of persons who can certify identification documents, please read the *Claiming a Benefit Fact Sheet* on our website at, www.qiec.com.au → Members → Publications → Fact Sheets.

QIEC Super will contact your previous fund

Completing this form authorises QIEC Super to contact your previous fund/s. QIEC Super will arrange for your money to be rolled over.

What if you have more than one previous super fund?

If you have more than one fund to rollover into QIEC Super, please complete a separate form for each fund.

Tax File Number (TFN)

You are not obligated to provide your TFN to your superannuation fund. However, if you do not provide your TFN, your fund may be taxed at the highest marginal tax rate plus the Medicare levy on employer and salary sacrifice contributions made to your account in the year, compared to the concessional tax rate of 15%. Your fund may deduct this additional tax from your account.

If your superannuation fund does not have your TFN, you will not be able to make personal contributions to your superannuation account. Choosing to quote your TFN will also make it easier to keep track of your superannuation in the future.

Under the Superannuation Industry (Supervision) Act 1993, your superannuation fund is authorised to collect your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The TFN may be disclosed to another superannuation provider, when your benefits are being transferred, unless you request in writing that your TFN is not to be disclosed to any other trustee.

This information is of a general nature and does not take account of your individual financial situation, objectives or needs. Before acting on this advice, you should consider the appropriateness of the advice, having regard to your objectives, financial situation and needs. You should obtain a Product Disclosure Statement (PDS) and consider the PDS before making any decision. If you require specific advice, you should contact a licensed financial adviser. QIEC Super Pty Ltd (ABN 81 010 897 480), the Trustee of QIEC Super (ABN 15 549 636 673), is Corporate Authorised Representative No. 268804 under Australian Financial Services Licence No. 238507 and is authorised to provide general financial product advice in relation to superannuation.

Send the completed form
and relevant documents to:
QIEC SUPER
PO Box 2130 Milton
Qld 4064

Change to Member Investment Choice

ALL SECTIONS MUST BE COMPLETED

PLEASE

PLEASE USE BLOCK LETTERS

ARE YOU A CURRENT MEMBER OF QIEC SUPER?

YES NO

QIEC SUPER MEMBER NUMBER

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PERSONAL DETAILS

DATE OF BIRTH

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TITLE

MR MS MRS MISS

GENDER

MALE FEMALE

FIRST NAME

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MIDDLE NAME

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FAMILY NAME

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STREET NUMBER

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STREET NAME

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SUBURB/TOWN

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MEMBER INVESTMENT CHOICE

As a member of QIEC Super you can choose one investment option or a mix of different options. You can change the investment options for your Existing Account Balance, your Future Account Balance (new contributions), or both. **Please indicate your chosen option(s) by crossing the relevant box(s) and completing column(s) A and/or B below.**

To change the investment options for your Existing Account Balance, complete column A (below).

To change the investment options for your Future Account Balance (new contributions) only, complete column B.

To change the investment options for **both** your Existing Account Balance and your Future Account Balance (new contributions), complete columns A & B.

To transfer your Future Account Balance (new contributions) to your Existing Account Balance, place a cross in the box below.

If you crossed this box, please read below*

*You must also complete columns A & B if you wish to nominate new investment options, otherwise your Existing Account Balance and Future Account Balance (new contributions) will continue to be invested in your previous nomination(s).

INVESTMENT OPTIONS

Please nominate your chosen combination of investment options.

Refer to the How we invest your money section of the QIEC Super Product Disclosure Statement and Member investment choice and asset classes Fact Sheet for further information. Also read overleaf.

You can change your nominated investment options effective from the first day of the following month. Switches are at no cost to members.

I understand that if I do not complete this section, my current account balance and future contributions will be invested in the default Balanced Growth option, unless I selected otherwise.

If you choose more than one investment option, your nominated percentage for each option must be in multiples of 5% and must total 100%.

For example:

Balanced Growth	40%
Cash	25%
Australian Equities	35%
Total	100%

If you need assistance in completing this form, please phone QIEC Super on 1300 360 507.

CHANGE YOUR ALLOCATION

OPTIONS	(A)	(B)
	Existing Account Balance	Future Account Balance (new contributions)
Conservative Growth	_____ %	_____ %
Balanced Growth	_____ %	_____ %
High Growth	_____ %	_____ %
Socially Responsible Investment	_____ %	_____ %
Infrastructure	_____ %	_____ %
Property	_____ %	_____ %
Fixed Interest	_____ %	_____ %
Cash	_____ %	_____ %
Australian Equities	_____ %	_____ %
International Equities	_____ %	_____ %
Must be multiples of 5% and add up to TOTAL	100%	100%

PLEASE TURN OVER TO SIGN FORM

Page 1 of Form

SIGNATURE

In signing this form, I:

- acknowledge I have read and understood the terms of the *QIEC Super Product Disclosure Statement* and *Member Investment choice and asset classes Fact Sheet* and acknowledge it does not constitute personal advice;
- acknowledge that all conditions relating to Member Investment Choice, including the cost of switching (if any), are subject to change from time to time at the discretion of the Trustee Board;
- agree to be bound by the terms and conditions contained in the Trust Deed;
- acknowledge that the Trustee Board of QIEC Super has advised me that I may wish to seek independent financial advice;
- declare that the information in this application form is true and correct to the best of my knowledge and belief; and
- acknowledge I have read the section on Privacy in the **Miscellaneous information Fact Sheet** and consent to the collection and use of my personal information for the purposes outlined.

SIGNATURE

DATE

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RETURN COMPLETED FORM TO: QIEC Super PO Box 2130 Milton Qld 4064

How does Member Investment Choice Work?

You can choose or mix different options for your Existing Account Balance and separately for your Future Account Balance (new contributions coming into your account only). Your selection must be multiples of 5% and add up to 100%.

Not sure on how to complete this form?

Provided below are four examples of different scenarios which may assist you in completing this form.

Examples

1. John has previously nominated for his Existing Account Balance to be invested in 80% Balanced Growth / 20% Cash and has not nominated a different combination of investment options for his Future Account Balance. John completes the *Change to Member Investment Choice* form (**column B**) advising that he now wants his Future Account Balance invested differently (70% Australian Equities / 30% Conservative Growth). His Future Account Balance will then be invested according to this nomination, and his Existing Account Balance will continue to be invested in 80% Balanced / 20% Cash.
2. David has never previously nominated any investment options to QIEC Super, so his entire account balance is invested in the default Balanced Growth option. David now wants his Existing Account Balance to be invested in 100% High Growth and wants his Future Account Balance to be invested in 50% International Equities / 50% Property. David completes the *Change to Member Investment Choice* form (**columns A & B**), reflecting the above selections.
3. Craig has previously nominated for his Existing Account Balance to be invested in 40% Balanced Growth / 40% High Growth / 20% Cash and for his Future Account Balance to be invested 100% Cash. Craig now wants his Future Account Balance to be invested in 70% Conservative Growth / 30% Balanced Growth and so completes the *Change to Member Investment Choice* form (**column B**), reflecting the above selections. His Future Account Balance (including all monies previously accrued in that account) will then be invested 70% Conservative Growth / 30% Balanced Growth and his Existing Account Balance will be unchanged and continue to be invested 40% Balanced Growth / 40% High Growth / 20% Cash.
4. Brian had previously nominated that he wanted his Existing Account Balance invested in 60% Cash / 40% Conservative Growth and his Future Account Balance invested 100% Balanced Growth. Brian now decides to **transfer** his Future Account Balance to his Existing Account Balance by crossing the relevant box on the *Change to Member Investment Choice* form. Brian's current Future Account Balance at that point will then be invested 60% Cash / 40% Conservative Growth. Brian must also complete columns A & B if he wishes to nominate different investment options for his Future Account Balance going forward (new contributions) otherwise they will continue to be invested in his previous nomination (100% Balanced Growth).

How are investment earnings applied to your account?

The Trustee determines a crediting rate for each of the options available. These **rates are combined** for the options and percentages you have chosen **and a separate single investment earnings amount is applied to your Existing Account Balance and separately to your Future Account Balance where you have nominated different investment options for your Future Account Balance. Please note that separate accounts are not held for each investment option you choose. Please note that crediting rates can also be negative.**

Information on the QIEC Super investment objectives and strategies for each investment option can be found in the Member investment choice and asset classes Fact Sheet available at www.qiec.com.au/members/publications/fact_sheets or by phoning QIEC Super on 1300 360 507.

This information is of general nature only, it does not take into account your individual financial situation, objectives or needs. You should consider your own financial position and requirements before making a decision. You may like to consult with a licensed financial adviser in order to assist you with this. You should also refer to the QIEC Super PDS, and any Supplementary Product Disclosure Statements before making a decision.