

Make a Withdrawal from an Income Account (including Transition to Retirement Income accounts)

When to use this form

Complete this form if you want to make either a lump sum withdrawal from your Income account, or transfer funds from your Retirement Income account or Transition to Retirement Income account to your existing QSuper Accumulation account.

If you don't already have a QSuper Accumulation account, you will need to open one first in Member Online or using the Open an Accumulation Account form.

Do not complete this form if you want to:

- Transfer funds to another super fund – instead complete our Transfer to Another Super Fund form.
- Change your regular Income account payments – you can instead make the changes via Member Online at memberonline.qsuper.qld.gov.au or complete our Update an Income Account and/or Lifetime Pension form.

All our forms are available at qsuper.qld.gov.au/forms or you can call us to request a copy.

Please complete this form in **BLOCK** letters, in blue or black ink.

1 Your personal details

You can find your client number on your annual statement or by logging into Member Online at memberonline.qsuper.qld.gov.au

Title	Date of Birth (dd/mm/yyyy)	Client number on your account
<input type="text"/>	<input type="text"/>	<input type="text"/>

First name (mandatory)

Last name¹ (mandatory)

Home phone number	Work phone number	Mobile phone number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Email address

Residential address

State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>

Postal address Same as residential

State	Postcode	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>

¹ If your name has changed and you work for the Queensland Government or default employer, let your payroll office know and they will let us know. Otherwise, please send us a certified copy of either a marriage certificate or other legal change of name document.



2 Tell us how to withdraw or transfer

Please choose one:

Withdraw a lump sum from my Retirement Income account

OR

Withdraw a lump sum from my Transition to Retirement Income account (complete section 3)

OR

Transfer money from my Retirement Income account or Transition to Retirement Income account to my existing QSuper Accumulation account

If you have more than one Income account with us, please specify which account you want to make a withdrawal from.

Income account number

3 Condition of release declaration (for Transition to Retirement Income accounts only)

You need to meet one of the conditions below to withdraw money.

I want to withdraw an amount from the unrestricted non-preserved part of my super (the part of my super I can access).

OR

I have met one of the following conditions:

I have reached age 60 and **permanently retired**, and do not intend to ever work again 10 hours or more per week in the future.²

I have ended my employment arrangement on or after age 60.

I am aged 65 years or over.

I have met a condition of release which Trustee has previously approved.

Last day of work (if applicable) (dd/mm/yyyy)

4 Withdrawal or transfer amount

We will use your existing payment preferences when making this withdrawal. You can change your payment preference at any time by logging in to Member Online or by submitting a Switch Investments in an Income Account form.

I want to withdraw/transfer (net):

\$

OR

You will need to keep a minimum of \$10,000 in your QSuper account if you would like to make a lump sum withdrawal. This minimum balance will apply unless you are withdrawing all of your funds and closing your account, or if you have money in Self Invest. To keep Self Invest open, you need to keep a minimum of at least 13 months' worth of income payments invested in one or more of the other QSuper investment options.

I want to withdraw all of my Income account benefit.

Tax may be payable on this withdrawal and generally applies if you are under age 60. If applicable, we will deduct any tax before the payment is made.

² This declaration relates to your intention now and does not mean you could not return to part-time or full-time work if your circumstances change in the future.

5 Payment method for your withdrawal

Please choose where you want your payment made.

Option 1 – Lump sum withdrawal

Pay the money into the same bank account used for my regular income payments.

⋮
OR
⋮

Pay the money into the bank account below. We can only make payments into an Australian bank, credit union, or building society account that's in your name or a joint name. This means we can't make payments into a business, trust, or loan account.

You should know that if you provide incorrect details, there could be a delay in your payment or a loss of interest, and we cannot accept responsibility for this.

Bank name

Branch (BSB) number

Account number

Account name (e.g. John & Jane Citizen)

OR

Option 2 – Transfer my funds to a QSuper Accumulation account

My existing QSuper Accumulation account number:

If you don't have an Accumulation account yet

You can open a QSuper Accumulation account in Member Online (memberonline.qsuper.qld.gov.au) or with the Open an Accumulation Account form (qsuper.qld.gov.au/forms). Then you can return to complete this form.

6 Proof of Identity

You can prove your identity by either:

Option 1 – Electronic verification (Preferred)

(not available for people currently living overseas)

To prove your identity electronically, please provide us with your driver licence or passport number.

As part of the electronic verification process, we will submit your document details (for example, your driver's licence number) to third party credit reporting agencies (CRAs) and/or the the Australian Government's Document Verification Service (DVS) for the purpose of confirming your identity. The DVS checks whether the information you provide matches the original records held by the relevant authorities. A CRA may check your information against the DVS and/or against records in your credit information file.

We will only use the information you provide to verify your identity and not for any other purpose. A CRA does not give us access to your credit related information, such as credit card and loan applications.

More information about the DVS is available on the Australian Government's IDMatch website at idmatch.gov.au. More information on how we electronically verify your identity and your rights is available in our Proof of Identity Requirements fact sheet available at qsuper.qld.gov.au/factsheets

By checking this box, I confirm I am authorised to provide the personal details presented. I confirm I have read and understood the process for verifying my identity and my rights in the Proof of Identity fact sheet and consent to my information being verified electronically via submission to the DVS and/or a CRA.

Driver licence number

State of issue

If using your driver's licence as proof of identity, please also give us your driver's licence card number, which is different to your licence number.

Driver licence card number

OR

Passport number

Previous name

Country of birth

OR

Option 2 – Document-based verification

If you do not consent to us verifying your identity using the DVS or via a CRA, we may verify your identity in other ways but this may take longer. Refer to our Proof of identity factsheet at qsuper.qld.gov.au/factsheets for instructions on how to prove your identity using your identity documents.

7 Attachments to send with this form

If you want to prove your identity via the document-based method, please refer to our Proof of identity factsheet at qsuper.qld.gov.au/factsheets for instructions on how to prove your identity using your identity documents.

If we know you by another name, please attach certified copies of your marriage certificate or another legal change of name document.

If you're signing as a power of attorney and you haven't already given us a certified copy of your power of attorney documentation, please attach it to this form. You must also complete proof of identity requirements for you and the member (read the Proof of Identity factsheet for more details).

8 Declaration and authorisation

- I am the person named on this form, or I have a power of attorney to act on the member's behalf.
- The information I have given on this form is true and correct.
- I understand that if I have not provided bank account details on this form, that QSuper will pay my withdrawal to the bank account that I have previously supplied (if applicable).

Name

Signature

(Please sign in blue or black pen – QSuper does not accept electronic signatures on this form.)

Date signed (dd/mm/yyyy)

 / /

Where to send this form

Please send your completed form to us by:

Post

QSuper
GPO Box 200
Brisbane QLD 4001

Email

qsuper@qsuper.qld.gov.au

We will do our best to process your request within three working days of receiving your form and all the required information. This might take us longer during busy periods.

If you have questions

If you need any help completing this form, please call us on **1300 360 750**.

We value your security, and we recommend that you don't keep copies of sensitive information in your email account, or cloud storage service, to protect yourself in the event your account or password are ever compromised.

Member Centres

Visit qsuper.qld.gov.au/membercentres for locations

Member Services team

Phone 1300 360 750
Overseas +61 7 3239 1004
Monday to Friday 8.00am – 6.00pm (AEST)

Postal address GPO Box 200, Brisbane QLD 4001
Email qsuper@qsuper.qld.gov.au
Fax 1300 242 070
Website qsuper.qld.gov.au

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