

Change of Details for Defined Pension

When should I use this form?

If you have a defined pension, complete this form if you need to update your payment details or tell us about any other changes to your pension.

➤ If you see this symbol, go to page 2 to read the Important notes.

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

1 Personal details ➤

Client number

Your client number can be found on your annual statement or by logging in to Member Online.

Title

Given names

Last name

Previous name¹ (if we know you by another name)

Date of birth (dd/mm/yyyy)

Home phone number

Mobile phone number

Work phone number

Email address

Residential address

State

Postcode

Postal address

As above

State

Postcode

2 Payment of benefit authorisation

(Please tick A or B)

A – Keep paying my benefit the same way.

OR

B – Change the payment method to the details below.

Details of new financial arrangements

Name of bank, credit union or building society

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

Branch (BSB) number

Account number

We can only make payments to a bank, credit union or building society account in your name or a joint name (this means we can't make payments to a business account). Please make sure you give us the correct details, because if we don't have them there could be a delay in your payment or a loss of interest. We can't accept responsibility if this happens.

3 Additional information ➤

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

4 Declaration and authorisation

- I confirm I'm the person named on this form, or have a power of attorney to act on the member's behalf.²
- I ask that my pension is paid to me in the way I've selected in section 2 of this form.
- The information I've given on this form is true and correct.
- **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. Make sure you attach certified copies of your and the member's identification documents.

Name

Signature

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

Date signed (dd/mm/yyyy)

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If you want more info on how to get certified copies, or what you'll need to provide to confirm your identity, head to our website at qsuper.qld.gov.au and read the *Proving Your Identity* factsheet.

Important notes

Section 3. You'll need to complete this section if there have been any other changes to your defined pension arrangements, like tax changes or if you've asked someone to make financial and personal decisions on your behalf such as a power of attorney.

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

² If you haven't already done so, you'll need to give us an original certified copy of the power of attorney document.

Member Centres

70 Eagle Street, Brisbane
63 George Street, Brisbane
Sunshine Coast University Hospital, Ground Floor,
Main Hospital Building, 6 Doherty Street, Birtinya

Member Services team

Phone 1300 360 750
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