

# Deposit

## How to use this form

Use this form if you want to make a one-off voluntary contribution to your QSuper Accumulation account via EFTPOS, cheque, or money order. You **don't** need to use this form if you are paying online by BPAY®.

Please make cheque and money order contributions payable to QSuper, marked "not negotiable".

Before you complete this form, please read our Personal Contributions Guide for information about making personal contributions, available at [qsuper.qld.gov.au/guides](http://qsuper.qld.gov.au/guides) or call us on **1300 360 750** to request a copy.

**Do not** complete this form if you want to:

- Pay by BPAY® – use the details available in Member Online or your annual statement
- Start making regular contributions on an ongoing basis – use our Start or Change Regular Contributions to Your Super form
- Transfer your super from another fund – consolidate your super via rollover in Member Online or use our Consolidate With QSuper form
- Deposit spouse contributions – use our Spouse Deposit form or Split My Super Contributions With My Spouse form
- Deposit downsizer contributions – use our Downsizer Contribution into Superannuation form.

Visit [qsuper.qld.gov.au/forms](http://qsuper.qld.gov.au/forms) to access any of these forms, or call us to request a copy.

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

### 1 Personal details

Client number

Account Number (Optional)

You can find your client number on your annual statement or by logging in to Member Online. You need to already have a QSuper Accumulation account to use this form. If you don't have one yet, please apply first at [qsuper.qld.gov.au](http://qsuper.qld.gov.au)

Title

First name/s

Last name

Previous name<sup>1</sup> (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

**We can only accept your eligible deposit/contribution if you are under 75 years old.**



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<sup>1</sup> If your name has changed and you work for the Queensland Government or a 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.

## 2 Details of deposit

### How much are you contributing?

### How do you want to invest this deposit?

I would like to invest my deposit according to my current investment strategy.

OR

I would like to invest this deposit only in the following investment option/s:

Investment option	Amount	OR	Percentage
<b>Our lifecycle option</b>			
Lifetime	<input type="text" value="\$"/>	or	<input type="text" value=""/>
<b>Diversified options</b>			
High Growth	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Balanced	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Conservative-Balanced	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Conservative	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Balanced Risk-Adjusted	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Socially Conscious Balanced	<input type="text" value="\$"/>	or	<input type="text" value=""/>
High Growth Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Balanced Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
<b>Asset class options</b>			
Australian Shares Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
International Shares Hedged Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
International Shares Unhedged Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Listed Property Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Unlisted Assets	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Bonds Index	<input type="text" value="\$"/>	or	<input type="text" value=""/>
Cash	<input type="text" value="\$"/>	or	<input type="text" value=""/>
<b>Total</b>	<input type="text" value="\$"/>		<input type="text" value=""/>

(Percentages must add up to 100%)

## Investing your super

Before you choose how you want your money invested, read our Investment Guide at [qsuper.qld.gov.au/pds](https://qsuper.qld.gov.au/pds) or call us and we'll send you a copy.

If you don't tell us how you want your money invested, or you make your contribution via BPAY®, we'll invest it according to your investment strategy for future contributions. If you are not sure what your investment strategy is, you can find out on your annual statement, through Member Online, or by calling us.

If we receive your deposit by 12pm, that day's unit price for your investment options will be applied. For deposits we receive after 12pm, the next day's unit price will be applied. For deposits by EFTPOS or BPAY®, we apply the unit price for the day we receive your deposit.



**Contribution caps apply to limit how much you can add to your super, and you will be charged extra tax if you exceed them. For more information about the caps, see our Accumulation Guide at [qsuper.qld.gov.au/pds](https://qsuper.qld.gov.au/pds) or call us to request a copy.**

## 3 Declaration and authorisation

- I have read and understood this form.
- I understand the rules and conditions for deposits to my account, including that my deposit generally must remain preserved until I have both permanently retired and reached the age I can access my super.
- The information given on this form is true and correct.
- I understand this deposit cannot be accepted if you do not have my Tax File Number (TFN).

### Signature

Date (dd/mm/yyyy)

If you have not previously provided your Tax File Number (TFN) and wish to supply this, please update via Member Online or by completing the Tax File Number notification form available on our website. To protect your privacy, please do not write your TFN on this form.

### Personal financial advice

Before you make a contribution, you may want to speak to a financial adviser to make sure you're making the right choice for your circumstances.

Find out more or get advice about your super at [qsuper.qld.gov.au/advice](https://qsuper.qld.gov.au/advice)

If you want to claim a tax deduction for this deposit, go on to **complete sections 4 to 6** of this form. Otherwise, you have now completed this form.

### Notice of intent to claim a tax deduction

Complete sections 4 to 6 of this form if you want to claim a tax deduction and you have not previously lodged a tax deduction notice with the Trustee for this voluntary contribution.

Once we receive and acknowledge your notice of intent to claim a tax deduction, you cannot remove or cancel it. However, you can apply to reduce the amount of contributions you are claiming as a deduction using our Notice of Intent to Claim or Vary a Deduction for Personal Super Contributions form.

You'll need to meet the work test if you're aged 67-74 (find out more at [qsuper.qld.gov.au/voluntarycontributions](https://qsuper.qld.gov.au/voluntarycontributions)).

### Contributions you can claim a tax deduction on

If you want to claim a tax deduction on contributions already received by the Trustee (e.g. made via BPAY® or after-tax through your employer) – do not use this form. Please complete our Notice of Intent to Claim or Vary a Deduction for Personal Super Contributions form, available at [qsuper.qld.gov.au/forms](https://qsuper.qld.gov.au/forms)

You can also claim a tax deduction on contributions made in the previous financial year through Member Online at [memberonline.qsuper.qld.gov.au](https://memberonline.qsuper.qld.gov.au)

You can find an annual summary of the total personal contributions you have made to your QSuper account in Member Online under 'Account history & statements' then 'Yearly transaction summary'.

The contributions you can claim on will be shown under the 'Non-concessional (after-tax)' contributions heading, and will be the total of:

- Voluntary member contributions (after-tax) (e.g. BPAY®)
- Standard member contributions (after-tax) if you made this contribution type (e.g. Queensland Government employees).

### 4 Total personal super contributions

Enter the total personal contributions you have made to your QSuper Accumulation account.

#### Total personal contributions

\$

This form is for claiming a tax deduction on your QSuper contributions only. If you have multiple super funds and want to claim a tax deduction for personal contributions made to another fund, please contact them directly.

### 5 Amount you intend to claim

Enter the amount of these personal contributions that you intend to claim a tax deduction on.

#### Personal contributions to claim

\$

The amount you enter will count towards your concessional contributions cap.

## 6 Declaration and authorisation

Please review the information you have provided in this form before you sign this declaration. If you provide false or misleading information, or fail to take reasonable care, you may be liable to administrative penalties imposed by the Australian Taxation Office.

I declare that at the time of lodging this notice:

- I am the person named on this form, or I have a power of attorney to act on the member's behalf.
- The information given on this form is true and correct.
- I intend to claim the personal contributions stated as a tax deduction.
- I am a current QSuper account holder.
- The Trustee currently holds these contributions and has not begun to pay me a superannuation income stream based in whole or part on these contributions.
- I have not received these contributions as a re-contribution under the First Home Super Saver Scheme.
- I have not made these contributions as a downsizer contribution.
- I have not included any of these contributions in an earlier valid notice.
- I have not included these contributions in a contribution-splitting application to the Trustee.
- I am lodging this notice at the earlier of either:
  - a) Before the end of the day that I lodged my income tax return for the income year in which the personal contributions were made, or
  - b) Before the end of the income year following the year in which the contributions were made.

Name

Signature

Date (dd/mm/yyyy)

### Where to send this form

Please post your completed form to us at:

QSuper  
GPO Box 200  
Brisbane QLD 4001

#### Member Centres

Visit [qsuper.qld.gov.au/membercentres](https://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](mailto:qsuper@qsuper.qld.gov.au)  
**Fax** 1300 242 070  
**Website** [qsuper.qld.gov.au](https://qsuper.qld.gov.au)

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