

# Spouse Entitlement Claim

## When should I use this form?

If your spouse had a State or Police account when they passed away, you can use this form to claim a benefit. You can choose if you'd like to claim the benefit as a lump sum, as income payments, or as a combination of both.

**➤ If you spot this symbol, head to page 2 to read the Important notes.**

**Also be sure to check out the Additional information about the form (also on page 2) to make sure you have all the info you need so payment of your benefit can go ahead.**

## 1 Personal details of the deceased

Client number

The member's client number can be found on their annual statement.

Title Given names

Surname

## 2 Personal details (claimant)

Title Given names

Surname

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

## 3 How would you like the benefit to be paid? ➤

Only tick one option.

Lump sum (for full entitlement).

Pension payments (for full entitlement).

Combination (pension payments and lump sum).

% lump sum or tell us the amount \$

% pension payments

## 4 Documents

Before we can pay a spouse entitlement, we need certified copies of the below documents. Please tick if you've attached these documents with this form.

Death certificate (full copy, front and back).

Your birth certificate (short or extract copy, front and back).

Marriage certificate or civil partnership certificate (full copy).

Children's birth certificate (where applicable, front and back).

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. And make sure you attach certified copies of your and the spouse's identification documents.

## 5 Your banking details

I want QSuper to pay the benefit into my personal bank, credit union or building society account.

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 can't accept responsibility for this.

Name of bank, credit union or building society

Account name

Branch (BSB) number

Account number

Please make sure you give us the correct details, because if we don't have them it might delay your payment.

## Spouse Entitlement Claim

### 6 Proving your identity

There are two ways you can prove your identity; electronically or the paper method. It is important that you **select Option 1 or Option 2 (by ticking below)** so your identity can be verified. If an option is not selected, we may not be able to pay your claim.

**Option 1 - Electronic method** (not available for people currently living overseas)

If you choose to prove your identity electronically, you'll just need to **tick option 1** and provide your driver licence or passport number.

By giving this information, you agree to QSuper providing your name, address and date of birth to a credit reporting agency (CRA) to check if the information matches (in whole or part) the information contained on your credit information file with the CRA. This is only so we can verify you under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 before making the payment. It doesn't give us access to other information about you and our request won't be recorded on your credit information file and the CRA can't use it for anything else. If we can't identify you in this way, we'll write to you and let you know the name of the CRA and also advise you of another way to verify your identity. To assist with the check on your identity, please provide your driver licence or passport number.

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

**Option 2 – Paper method** You can post us certified copies of your identification document as explained in the Proving Your Identity factsheet on our website.

1 A spouse includes someone with who the member was in a registered relationship with, or someone they were living with on a genuine domestic basis (including a same sex relationship), at the date of both their retirement and at the time they passed away.

### 7 Declaration

- I confirm I'm the person named on this form, or I have a power of attorney to act on the spouse's behalf.
- I ask that payment is made to me in the way I've chosen in section 3 of this form and into the bank account I've nominated in section 5.
- The information I've given on this form is true and correct.
- I'm the widowed spouse<sup>1</sup> of the deceased member, and we were married, in a civil partnership or in a de facto relationship at the date my spouse stopped employment with the Queensland Government, and at the time they passed away.
- I give permission for QSuper to give my tax file number to the Australian Taxation Office (if applicable).
- I've given the necessary documents as outlined in section 4 of this form.
- I've given the necessary documents as requested in section 6 of this form.

Signature

Date (dd/mm/yyyy)

### Any questions?

We're always here to help. Just give us a call on **1300 360 750**, or visit our website at [qsuper.qld.gov.au](http://qsuper.qld.gov.au)

### ➔ Important notes

**Section 3** If you're an eligible spouse, you can choose to take the death benefit as a lump sum, as income payments, or as a combination of both. Keep in mind that you need to tell us your decision within six months of your spouse passing away.

If you're choosing the part lump sum/part income payment option, you can choose to split the ratio however you want.

If you're under age 60 and choose to receive this benefit as an income stream, you'll need to fill out a Tax File Number Declaration form, which is available on our website, or call us and we'll send you a copy.

### Additional information about the form

Before we pay a benefit we sometimes need to find out more information to confirm who should receive the benefit.

Death benefit payments made to dependants are exempt from tax.

#### Member Centres

Visit [qsuper.qld.gov.au/membercentres](http://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](http://qsuper.qld.gov.au)

This form and all QSuper products are issued by Australian Retirement Trust Pty Ltd (ABN 88 010 720 840, AFSL 228975) as trustee for Australian Retirement Trust (ABN 60 905 115 063). Any reference to "QSuper" is a reference to the government division of Australian Retirement Trust. You should consider whether the product is right for you by reading the relevant product disclosure statement (PDS) available at [qsuper.qld.gov.au/PDS](http://qsuper.qld.gov.au/PDS) or call us on 1300 360 750 to request a copy. Where necessary, consider seeking professional advice tailored to your individual circumstances. We take protecting the privacy of personal information very seriously. We are collecting your personal information to set up and/or to administer your superannuation account. We may also disclose this information to third parties if we need to, if you have given consent to the disclosure, or if we are required to by law. If you want to know more about our privacy policy, including how we collect, hold, use, and disclose personal information, or how individuals can access or correct their information, visit [qsuper.qld.gov.au/privacy](http://qsuper.qld.gov.au/privacy) or call us to request a copy.