

Change your investment choice

Please complete this form if you are an Employee, Spouse or Rollover member and want to change the investment option allocation applicable to your APSS Member Savings account – for either your existing balance and/or future contributions. Once your form is received by the APSS, the change is effective from the next available fortnight coinciding with Australia Post's payroll cycle (even if you are not an Australia Post employee).

To help you with this important decision, it is recommended you read the relevant Product Disclosure Statement and/or Guide for your membership category available from apss.com.au on the *Product disclosure* page under the *Publications & Forms* tab. You should consider obtaining professional financial advice before making decisions about your super, including decisions about your investment options. You can also complete this form securely by logging into your account at apss.com.au.

Your Details

Name: _____ Date of birth: _____

Address: _____

_____ State: _____ Postcode: _____

Daytime phone: _____ Mobile phone: _____

Email: _____ Member number: _____

This number is shown on your Annual Benefit Statement.
For Australia Post Employees it is the same as your APS number.

In three easy steps, tell us how you want to invest your Member Savings account:

1. Choose the account that you want to change
2. Select your investment strategy for your existing account balance and future contributions. (Make sure that the totals add up to 100%.)
3. Sign and date this form to give us your approval.

Step 1: Select your account type

Please select your account type (Choose ONE only):

APSS Employee Member Savings Account APSS Rollover Account APSS Spouse Account

If you have more than one APSS account in your name, a separate form will need to be completed for each account type.



Change your investment choice (continued)

Step 2: Select your investment strategy

Tell us how you want to invest your Member Savings account.

You can choose one investment option, or a combination. You can also choose to invest your existing balance in a different way to how any future contributions to your account are invested.

Your investment choice will take effect from the next available fortnight in line with Australia Post’s payroll cycle.

Existing account balance		Future contributions	
Cash option _____ %		Cash option _____ %	
Conservative option _____ %		Conservative option _____ %	
Balanced option _____ %		Balanced option _____ %	
High Growth option _____ %		High Growth option _____ %	
Total _____ 100%		Total _____ 100%	
Must add up to 100%		Must add up to 100%	

Note

To switch all or part of your investment option allocation from the next fortnight, the APSS must receive your completed form on the Thursday prior to the start of the fortnight (if there are public holidays the APSS may need to receive the form earlier). Find out the next switching cut-off date by calling SuperPhone on **1300 360 373**. It may take a few days for your new instructions to be reflected online at apss.com.au.



Change your investment choice (continued)

Step 3: Your approval

By signing this form, I authorise the Trustee of the APSS to change my Member Savings account as detailed above.

I am making these investment choices for my APSS Member Savings Account, and:

- I declare that I have read and understood the information contained in the Product Disclosure Statement (PDS), relevant to my membership category.
- I understand the importance of obtaining professional financial advice tailored to my particular circumstances before making decisions about my super.
- The APSS will invest my Member Savings account according to my choices and is not responsible for my decision.
- I understand investment earnings are based on the actual earnings of the investment option I have chosen and that returns can be positive OR negative for the Conservative, Balanced and High Growth options.
- I understand that my investment choice will not be implemented if the instructions given on this form are incomplete or ambiguous.
- I understand that the changes will be effective from the next available fortnight in line with Australia Post's payroll cycle.
- I understand that if I make more than one switch in the same fortnight (in line with Australia Post pay periods), only my last switch will be effective.
- If I have more than one Member Savings account in the APSS, I understand that my changes will only apply to the APSS account nominated on this form and that a separate form is required to make a change in respect of another APSS account.

Privacy Collection Statement

I acknowledge and understand:

- that my personal information will be collected by the Trustee (PostSuper Pty Ltd) and stored and dealt with in accordance with the Trustee's Privacy Policy, available at apss.com.au, for the purpose of managing and administering my APSS Account;
- that if my personal information is not collected, then the Trustee may not be able to manage and administer my APSS Account;
- that my personal information may be disclosed to the Trustee's service providers, professional advisers, regulatory bodies and my employer (if applicable) and other parties (as required) in the course of managing and administering my account, as required by law or with my consent;
- that my personal information may be shared with overseas organisations and that I can obtain details of the countries in which such organisations are located by reading the Trustee's Privacy Policy; and
- the Trustee's Privacy Policy contains information about how I can access and seek correction of any personal information held about me by the Trustee, how I can complain about a breach of the Privacy Act 1988 (Cth) and how the Trustee will deal with any such complaint.

I consent to the handling of my information in this manner and acknowledge that I can access my personal information by contacting the APSS.

Signature: _____ Date: _____



When completed, this form can simply be sent back by email to sr@apss.com.au or by posting it to **APSS, Locked Bag A5005, Sydney South NSW 1235.**