

## Choosing your beneficiaries

Leaving clear instructions about what happens to your super or pension in the APSS when you die can make it easier for your loved ones, and it's simple to do.

There are different ways you can nominate your beneficiaries.

### 1 Non-binding (or preferred) nomination

With this option, you tell the APSS who you'd prefer gets your super in the event of your death, and you can nominate more than one person. Your choice is not legally binding, which means we don't have to follow your instructions. Instead we use your nomination (and not your Will, if you have one) as a guide when deciding who will get your super and in what proportions.

### 2 Binding nomination

With this option, we must pay your super as a lump sum to your chosen beneficiaries, as long as your nomination is valid (subject to certain exclusions such as family court orders). This gives you certainty about who will receive your super when you die.

A binding nomination is valid if:

- you have not already nominated a reversionary beneficiary (this applies to APSS Pension accounts only)
- it is signed and witnessed by two people over 18 who are not nominated as beneficiaries on the *Binding nomination* form
- it is less than three years old when you die (unless the binding nomination is a valid non-lapsing binding nomination, in which case it will continue to be valid after three years if you do not amend or revoke it)
- you have only chosen people who are eligible to be your beneficiaries and they are all alive and still eligible when you die.

## Who you can choose as your beneficiary

You can choose the following people:

- your spouse (including de facto and same-sex).
- your children (including step, adopted and ex-nuptial).
- a person who has an interdependent relationship with you – this means you live in a close personal relationship, and one or both of you provides the other financial assistance, domestic support and personal care. If you have a close personal relationship but either or both of you have a disability, or you are living apart temporarily (such as temporarily working overseas or in jail), your relationship is still interdependent.
- any other person who is financially dependent on you.
- your legal personal representative (the executor of your estate as stated in your Will).

### What is the difference between lapsing and non-lapsing binding nominations?

A binding nomination can be either lapsing or non-lapsing. A lapsing binding nomination remains in effect for three years from the date it was made, last confirmed or amended. If you do not make a choice, the Trustee will treat your binding nomination as lapsing. If you have made a lapsing binding nomination, we will write to you prior to the expiration date, reminding you to update your nomination. If your nomination is invalid at the time of your death, the Trustee will decide who will get your super.

A valid non-lapsing binding nomination will not expire unless you amend or revoke it, so it does not need to be confirmed or updated every three years.

## Choosing your beneficiaries (continued)

### Reversionary beneficiary option for an APSS Pension account

If you have an APSS Pension account, you also have the option to choose a person to be your reversionary beneficiary. This is someone who may receive your APSS Pension as income payments or a lump sum if you die (although they must receive at least one pension payment to satisfy the minimum pension requirements).

**You can choose the following people as your reversionary beneficiary:**

- your spouse (including de facto and same-sex).
- your eligible child (i.e. a child aged under 18, or a child aged between 18 and 25 who is financially dependent on you or a child over 18 who is permanently disabled).
- a person who has an interdependent relationship with you (refer to page 1 for the definition).
- any other person who is financially dependent on you.

If your reversionary beneficiary is a financially dependent child, income payments can continue until they turn 25 (as long as there is enough money in your account), and then the balance will be paid as a lump sum. If your child is permanently disabled, there is no age limit and income payments can continue until the account balance is zero.

### Frequently asked questions

#### Doesn't my Will determine who gets my super?

No. The Trustee is obliged by law to investigate your personal circumstances when deciding who gets your super and will take into account any person named in your Will, but is not legally bound by it. The exception to this rule is if you make a valid binding nomination or nominate a reversionary beneficiary.

#### Do I need to keep my beneficiaries up to date?

Yes. Keeping your beneficiary nomination(s) up to date is important if your family or personal circumstances change, like having a child, getting married or divorced. Also, if you have made a lapsing binding nomination, it needs to be updated every three years to be valid. A valid non-lapsing binding nomination does not expire after three years. There may be potential adverse consequences (including social security implications) in changing a reversionary beneficiary. If you are planning to change a reversionary beneficiary, you should speak to Centrelink prior to making any changes.

#### How do I find out who I've already chosen?

You can find out who you may have already nominated by logging into your account at [apss.com.au](https://apss.com.au) or by calling SuperPhone.

#### What happens if I don't make a choice or my choice is not valid?

The Trustee will take into account your personal circumstances at the time of your death and will decide who will get your super.

### How you make or change your beneficiaries

Non-binding nomination	Login to your account at <a href="https://apss.com.au">apss.com.au</a> , or call SuperPhone and make your changes over the phone. You can also download the <i>Nominate your beneficiaries</i> form from the website, or call to have one sent to you.
Binding nomination	Download the <i>Binding nomination</i> form at <a href="https://apss.com.au">apss.com.au</a> or call SuperPhone to have one sent to you.
Reversionary nomination (for APSS Pension accounts only)	A reversionary beneficiary is usually selected on the application form when you open an APSS Pension Account. There are limited circumstances in which you can change your reversionary beneficiaries. For more information please contact SuperPhone on <b>1300 360 373</b> BEFORE you change your reversionary beneficiary as there may be Centrelink or the Department of Veterans' Affairs (DVA) implications.

## Need more information?

Call SuperPhone on **1300 360 373**. Visit the website at [apss.com.au](https://apss.com.au). Speak to a licensed financial adviser.

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