

# Reduce your Surcharge Tax Account

An Employee Member can use this form if you want to reduce your APSS Surcharge Tax Account balance before you cease employment. You should consider seeking professional financial and tax advice before making decisions about your super.

## Your Details

Name: \_\_\_\_\_

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.

Does the Trustee have your TFN?  Yes  No

## Important

If your Tax File Number (TFN) has not been provided to the Trustee, the Trustee cannot accept an after-tax (non-concessional) contribution from you. This is relevant if you wish to reduce your Surcharge Tax Account by a cash contribution rather than using your Member Savings. If you need to provide the Trustee with your TFN in order to make an after-tax contribution using this form, this can be done by completing the *Provide your Tax File Number* form that you can find at [apss.com.au](http://apss.com.au) under *Publications & Forms*, or you can call SuperPhone on **1300 360 373** to provide your TFN over the phone.

## Reducing your APSS Surcharge Tax Account

Reduce my APSS Surcharge Tax Account as follows:

Reduce by the following amount: \$ \_\_\_\_\_

OR

Reduce to a \$0 balance.

Note: It may not be possible to reduce your balance to zero until after 30 June (i.e. after the 10-Year Commonwealth Government Bond Rate for the current financial year is known). We will write to you after 30 June to advise you of any discrepancy and what you need to do.

I wish to reduce my APSS Surcharge Tax Account with my:

Member Savings from my APSS Employee Member Savings account

OR

Member Savings from my APSS Rollover account

OR

Personal after-tax contribution by enclosed cheque/money order - please refer to the Contribution Rules on page 2.

Note: Attach personal cheque in your name, bank cheque or money order payable to "Australia Post Superannuation Scheme". Personal cheque must be in your name (i.e. company cheques cannot be accepted).



## Reduce your Surcharge Tax Account (continued)

### Contribution rules

By law, you can only contribute an **after-tax** amount to reduce your Surcharge Tax Account if:

- you are either:
  - under age 65; or
  - between age 65 and 74 (inclusive) and employed in the paid workforce for at least 40 hours in a period of 30 consecutive days during the current financial year); and
- your TFN has been provided to the Trustee.

### Authorisation to the Trustee of the APSS

I declare that I meet the Contribution Rules described above and understand that any deductions to reduce my Surcharge Tax Account will occur on the date this form is processed and will be shown on my Annual Benefit Statement or by logging on at **apss.com.au**.

If making an after-tax contribution to reduce my Surcharge Tax Account to zero, I also agree that if any amount is left over it will be contributed to my APSS Member Savings account.

I also understand that if my after-tax (non-concessional) contributions limit for this financial year has been, or will be, exceeded, additional tax will be payable on the excess contributions (refer to *Your Defined Benefit & Member Savings* Product Disclosure Statement for information on non-concessional contributions and the non-concessional contributions limit).

I understand that there are legal restrictions to accessing super (preservation rules) as explained in the *Your Defined Benefit & Member Savings* Product Disclosure Statement.

### 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**.