

>>12 October 2014<<  
>>Member Name<<  
>>Member Address line 1<<  
>>Member Address line 2<<

Dear >>Title and Surname<<

## TRANSFER OF YOUR SUPER ARRANGEMENTS

As you are the spouse of an Australian air Express (AaE) employee member, we are required to notify you of future changes to your super arrangements in the APSS.

You may be aware that Qantas has acquired Australia Post's interest in AaE. As a consequence of this transaction, it was agreed by Qantas and Australia Post that AaE would cease to be an 'Associated Employer' of the APSS and all AaE employee members and their benefits in the APSS would be subject to transfer.

Your spouse has been separately advised that their defined benefit super in the APSS will be transferred to the Qantas Superannuation Plan (**Qantas Super**) on a 'successor fund' basis on **1 November 2014**.

Please note that the transfer of your spouse's defined benefit super is still subject to their employer's approval and finalisation of outstanding matters. We will notify you of any material changes from the arrangements described in this letter, including any changes to the proposed transfer date.

This letter provides you with further detail about what will happen to your Spouse Account in the APSS and your options following the transfer.

### What do I need to do?

You need to carefully consider the two options outlined in the attached Significant Event Notice (SEN) and make a choice. You should complete and return the relevant paperwork by **12 December 2014**. If you do not do so, the balance of your APSS Spouse Account will automatically be transferred to the APSS's Eligible Rollover Fund (ERF). See page 3 for more details about the ERF.

In the coming week, your spouse will receive a 'welcome pack' from Qantas Super which includes information on products within Qantas Super that will be available to you.

### Further information

Please contact *SuperPhone* on **1300 360 373** or visit **apss.com.au** to send us an email via the 'contact us' page.

Yours sincerely,



APSS Member Services

# Your APSS Spouse Account

## How does the transfer impact my Spouse Account in the APSS?

Following the transfer of your spouse's defined benefit super to Qantas Super, your spouse will no longer be an employee member of the APSS. Therefore, you will no longer be eligible to hold an APSS Spouse Account and the APSS cannot accept any further regular contributions from your spouse's after-tax pay into your APSS Spouse Account.

You will therefore need to tell us where you want the balance of your APSS Spouse Account transferred to by **12 December 2014**.

There are two transfer options available to you:

### 1. Transfer to APSS Rollover Account

You will need to read the enclosed *Your APSS Member Savings at a glance* product disclosure statement (PDS) and complete the *Open a Rollover Account application* form at the back of the document.

Key features of the APSS Rollover Account:

- You can transfer super from other super funds into the Rollover Account.
- You can make after-tax contributions to the Rollover Account, provided that we have your tax file number (TFN). The Rollover Account can also accept Government co-contributions if you are eligible.
- Before-tax contributions will only be accepted to a Rollover Account if they are personal contributions made by a self-employed member who intends to claim a tax deduction for the contribution. Your employer cannot make employer contributions for you or salary sacrifice contributions from your before-tax pay to the Rollover Account.
- You can continue your current choice of APSS investment options - either Cash Return or Market Return Member Savings or a combination of both. **If you have not previously advised the APSS of your chosen investment option allocation, we cannot accept any new contributions made by or for you until you make an investment choice.**
- Currently, there are no administration fees that apply to APSS Rollover Accounts.

### 2. Transfer to another complying fund of your choice

You can use the *APSS Member Savings Transfer Request* form to request the APSS to transfer the balance of your Spouse Account to another complying super fund nominated by you. A copy of this form is enclosed with this letter.

The transfer of your super to your nominated fund is subject to you being eligible to make transfers into that fund and the other fund accepting the amount transferred from the APSS for you. You should contact your nominated fund in advance to obtain details of any eligibility requirements or timeframes and complete any additional paperwork required by that fund (particularly if you are not already a member).

## Important

If you are considering transferring your account to Qantas Super, you may need to set up an account in that fund first. You and your spouse should contact Qantas Super directly on **1300 362 967** to discuss your options and obtain the paperwork.

## How are my spouse contributions impacted by the transfer?

Any regular contributions that AaE currently makes into your Spouse Account from your spouse's after-tax pay will cease to be accepted by the APSS from **1 November 2014**. You and your spouse should contact Qantas Super directly on **1300 362 967** if you wish to set up a spouse account in that fund.

If you request the transfer of your Spouse Account balance into another complying super fund and the APSS receives further contributions for you after the transfer is completed (including regular spouse contributions from your spouse's pay prior to 1 November), the APSS will transfer those contributions to your other nominated fund as a second, separate transaction. We will not process this second transfer if your nominated fund did not accept your original transfer from the APSS, or if you requested a partial transfer of your Spouse Account only. If you would prefer to wait until AaE's final regular spouse contributions from your spouse's pay have been received by the APSS so that your full transfer request can be processed as one transaction, then **you will need to submit your APSS Member Savings Transfer Request form on or after 1 November 2014**.

## Your APSS defined benefits (continued)

### When will the transfer be processed?

Any transfer of your APSS Spouse Account will be processed as soon as we receive your correctly completed paperwork and in accordance with legislative timeframes (if applicable).

If your entire Spouse Account balance has been transferred to another fund, you will receive a final statement from the APSS confirming the transfer of your benefits. Once the entire balance of your Spouse Account is transferred out of the APSS, you will cease to be an APSS member and will not be able to re-join the APSS in future.

If you elect to remain in the APSS, you will receive a confirmation letter from the APSS that sets out your decision to transfer into the APSS Rollover Account and the choices for your contributions and investments.

### Remember

If you haven't previously advised the APSS of your chosen investment option allocation, we can't accept any new contributions made by or for you until an investment choice has been made.

### What happens if I don't make a choice?

If you do not make a choice by **12 December 2014** the balance of your APSS Spouse Account will automatically be transferred to the AMP Eligible Rollover Fund (ERF). If your superannuation is transferred to the ERF, you will cease to be a member of the APSS and the APSS Trustee will cease to have a responsibility to administer your super or to pay super benefits to you. In this event, you will need to contact the ERF in order to access your super.

The ERF used by APSS provides a capital guarantee that ensures returns will never be negative. No insurance cover for death or disablement benefits is provided. Any superannuation transferred to an ERF can subsequently be transferred to another approved fund or, subject to preservation requirements, be paid to you, but cannot be transferred back into the APSS. An ERF is not generally considered to be a suitable investment vehicle for your superannuation over the long term.

The ERF appointed by APSS is:

AMP® Eligible Rollover Fund  
Locked Bag 300  
Parramatta NSW 2124

Phone: 131 267

Fax: 1300 301 267

Online: [amp.com.au/erf](http://amp.com.au/erf)

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## Things to consider

Before making a decision about transferring your super to the APSS Rollover or another super fund, you should consider the features and options offered by each fund. This includes things like the investment and insurance choices available to you (if any), and the fees and costs that apply in each fund. To assist you with this decision, you may also wish to seek licensed financial advice.

This notice contains general information about the Australia Post Superannuation Scheme (APSS). It is not intended to be financial product advice and does not take your personal circumstances into account. Before acting on any information contained in this document you should first consider its appropriateness to your own circumstances. You may wish to seek the advice of a licensed financial adviser. Neither Post Super Pty Ltd nor Australia Post or any Associated Employers holds an Australian Financial Services Licence and, therefore neither is licensed to provide you with financial product advice.  
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