

# SA Metropolitan Fire Service Superannuation Scheme Changing your investment options

You can change how your Accumulation benefit is invested in the SA Metropolitan Fire Service Superannuation Scheme at any time. Simply choose from the investment options available to you as shown in your Member Benefit Guide or other documentation provided in relation to investment choice. If you nominate invalid investment options or if you provide any information that is incomplete or ambiguous in the opinion of the Trustee, your request will not be actioned. You will be advised if this is the case.

Forms received by the Trustee by 5.00 pm Thursday will be processed at the next declared unit price, generally on the following Monday.

If you're unsure of your decisions we recommend that you see a licensed or appropriately authorised financial adviser. Please refer to your Member Benefit Guide, or other documentation provided, for details about the investment choices available.

#### If you need help

For assistance call the Manager on (08) 8204 3826.

Step 1 – Complete your personal details Please print in black or blue pen, in uppercase, one character per box. ■ ✓
Title Mr Mrs Ms Miss Other Date of birth / / / / Surname
Home address  Suburb  State  Postcode
Daytime Telephone
Membership number  Scheme name
S A M E T R O P O L I T A N F I R E S E R V I C E S U P E R A N N U A T I O N S C H E M E Name of your employer
Continued over

Issued by SA Metropolitan Fire Service Superannuation Pty Ltd ACN 068 821 750 as Trustee of the SA Metropolitan Fire Service Superannuation Scheme ABN 99 439 309 855.



### Step 2 – Choose your investment options

You can choose any of the investment options detailed below. Please ensure you complete <u>both</u> tables below and that the total adds to 100%, otherwise this form will not be processed and your investment allocation will remain unchanged until your choice is corrected.

To advise how your current account balance is to be invested, **insert percentages here:** 

Total Current Account Balance
High Growth (default)

Balanced

Moderate

Conservative

Capital Defensive

Cash

TOTAL

1 0 0 %

To advise how your future contributions will be invested, **insert percentages here:** 

Total Future Contributions	
High Growth (default)	9/
Balanced	
Moderate	
Conservative	9
Capital Defensive	9/
Cash	9/
TOTAL	1 0 0 ,

## Your Privacy

The Scheme is administered by us along with our service provider, Mercer Outsourcing (Australia) Pty Ltd. We collect, use and disclose personal information about you in order to manage your superannuation benefits and give you information about your super. We may also use it to supply you with information about the other products and services offered by us and our related companies. If you do not wish to receive marketing material, please contact the Manager on (08) 8204 3826.

Our Privacy Policies are available to view at www.sametrofiresuper.com.au or you can obtain a copy by contacting the Manager on (08) 8204 3826.

If you do not provide the personal information requested, we may not be able to manage your superannuation.

We may sometimes collect information about you from third parties such as your employer, a previous super fund, your financial adviser, our related entities and publicly available sources.

We may disclose your information to various organisations in order to manage your super, including your employer, our professional advisors, insurers, our related companies which provide services or products relevant to the provision of your super, any relevant government authority that requires your personal information to be disclosed, and our other service providers used to assist with managing your super.

In managing your super your personal information will be disclosed to service providers in another country, most likely to Mercer's processing centre in India. Our Privacy Policies list all other relevant offshore locations.

Our Privacy Policies set out in more detail how we deal with your personal information and who you can talk to if you wish to access and seek correction of the information we hold about you. It also provides detail about how you may lodge a complaint about the way we have dealt with your information and how that complaint will be handled.

If you have any other queries in relation to privacy issues, you may contact the Manager on (08) 8204 3826 or write to our Privacy Officer, SA Metropolitan Fire Service Superannuation Scheme, GPO Box 98, Adelaide, SA 5001.



# Step 3 – Sign the form

By signing this form I understand that:

- any investment option changes will be effective from the date the change is made by the Scheme's administrator
- my switch will be processed at the next declared unit price after receipt of my completed form by the Trustee
- the Scheme's administrator will not action my request if the information is incomplete or ambiguous
- a cost may apply on switching into any such option
- I will be able to change my investment option at any time of the year
- I consent to my information being collected, disclosed and used in the manner set out in this form.

Signature	Date
X	
Please return your completed for	rm to the Scheme Administrator, SA Metropolitan Fire Service Superannua

Please return your completed form to the Scheme Administrator, SA Metropolitan Fire Service Superannuation Scheme, GPO Box 98, Adelaide, SA 5001.

