

Employer standard choice form

Form for participating employer



January 2015

Give this completed form to your employer. Do not send it to us or the Australian Taxation Office.
Populate online or complete in pen using legible CAPITAL letters. Use **X** to mark boxes.

Section A. Employee to complete

* Mandatory fields

Step 1. Choice of superannuation fund

I request all my future superannuation contributions to be paid to:

my employer's superannuation fund named in Section B, step 5 & 6, or;

my own choice of superannuation fund in Section A, step 3 & 4.

Step 2. Your personal details

Last name*

Title*

Mr Mrs Ms Miss Dr


First name*

Date of birth*

/ /

Tax File number (TFN)

Employee identification number (if applicable):

 Make sure your superannuation fund knows your TFN. You can check just by looking at your latest statement from them. It helps you keep track of your money, allows you to pay extra contributions, and makes sure the money gets taxed at the special low rate.

Step 3. Details of my chosen superannuation fund

Fund name*

Fund address*

Suburb*

State

Postcode

Account name

Australian Business Number (ABN) (if applicable)

Member number (if applicable)

Unique Superannuation Identifier (USI) (if applicable)

Daytime phone

Step 4. Appropriate documentation

I have attached:


- a letter from the Trustee stating this is a complying fund or retirement savings account (RSA) or, for a self-managed superannuation fund, a copy of documentation from the ATO confirming the fund is regulated
- written evidence from the fund stating they will accept contributions from my employer, and
- details about how my employer can make contributions to this fund

Your employer is not required to accept your choice of fund if you have not provided the appropriate documents.

MEMBER'S SIGNATURE*

Date*

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 If you have completed 'Section A', return this form to your employer and keep a copy for your own records. Do not send this form to the ATO or your superannuation fund.

Give this form to your employee after you have completed 'Section B'.

Step 5. Your details

Business name*

ABN

SIGNATURE*

Date*
/ /

Step 6. Your employer-nominated superannuation fund

If the employee does not choose a different superannuation fund, superannuation contributions will be paid to the following fund on behalf of this employee (unless they have previously chosen a different fund):

Fund name

HOSTPLUS SUPERANNUATION FUND

Unique Superannuation Identifier (USI) (if applicable)

H0S0/00AU

Fund telephone number

1300 467 875

Email address

hostplus.com.au

For your records

This section must be completed when the employee returns the form to you with a completed 'Section A'.

Date valid choice is accepted

/ /

Date you act on your employee's valid choice

/ /

Step 7. Give this form to your employer

Employers must keep the completed form for their own records for five years. Do not send it to the Australian Tax Office, the employer's nominated fund, or the employee's nominated fund.

Compliance statement

HOSTPLUS is a complying, resident and regulated super fund and can accept all types of super contributions within the meaning of the Superannuation Industry (Supervision) Act 1993 (SIS Act). HOSTPLUS is a registrable superannuation entity and may be nominated as a default fund, as it meets the minimum statutory insurance cover requirements. The Trustee of the Fund is for the HOSTPLUS Superannuation Fund ABN 68 657 495 890 AFSL No. 244392.

i About HOSTPLUS

HOSTPLUS is run to benefit more than 1 million members in the hospitality, tourism, sport and recreation industries. And because we're an industry fund, we offer low fees and we don't pay commissions to financial advisers or dividends to shareholders.

While many super funds have increased fees over recent years, we're proud of the fact our member fee has remained unchanged for nearly ten years – at a low \$1.50 per week. In addition, there is no employer fee and unlike some other funds, we have no entry, exit, contribution, withdrawal, rollover, buy/sell spreads or investment switching fees. It all adds up to more money in our members account.

Our participating employers are offered an online superannuation payment service called QuickSuper. QuickSuper meets all of the Government SuperStream requirements and makes meeting all of your superannuation obligations easier through one single, electronic payment. Best of all it's free of charge for all eligible employers. To find out more simply visit our Employer Business Centre via hostplus.com.au

Our HOSTPLUS in-house support staff are here to help you. We also have offices in every state and territory, to provide you – and your employees – with any support you might need, whenever you need it.

HOSTPLUS contact details

Mail Locked Bag 3, Carlton South VIC 3053 **Call** 1300 HOSTPLUS (1300 467 875), 8am–8pm (AEST), Monday to Friday

Fax 1800 HOSTPLUS (1800 467 875) **Visit** hostplus.com.au **Email** info@hostplus.com.au