

State Sector Retirement Savings Scheme Member Voluntary Account Withdrawal Request Form



Please return this completed form together with the completed Identity and Address Verification form to superlife@superlife.co.nz or post to: SuperLife Superannuation Master Trust, PO Box 105262, Auckland 1143. For any questions, please call us on 0800 27 87 37 or +64 9 375 9800 if you're calling us from overseas.

SECTION 1: PERSONAL DETAILS

Member number

Scheme name

State Sector Retirement Savings Scheme

Title (Mr, Mrs, Miss, Ms, Mx, Dr or Other)

Date of birth

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First name

Surname

Home phone

Work phone

Mobile

Email

Occupation (must be supplied)

Home address

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|----------------|----------|
| Street address | |
| Suburb | |
| Town/city | |
| Country | Postcode |

SECTION 2: TAX DETAILS

Note: If you have already provided us with your IRD number and PIR, please ignore this section. If your PIR has changed, please tick the correct PIR. If you haven't given us your IRD number and PIR, we will apply a tax rate of 28% to any taxable income applicable to you for the relevant tax year.

IRD number (Must be supplied)

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Prescribed Investor Rate (PIR) (Tick one)

10.5% 17.5% 28%

Refer to ird.govt.nz/roles/portfolio-investment-entities/find-my-prescribed-investor-rate to calculate your PIR.

SECTION 3: WITHDRAWAL REQUEST (FROM MEMBER VOLUNTARY CONTRIBUTION ACCOUNT)

Subject to the rules of the SuperLife Superannuation Master Trust Trust Deed, Admission Deed and Specification Agreement that govern my membership, I request that the following amount is deducted from my:

Member voluntary contribution account

Amount*

\$

Note: The minimum value that can be withdrawn is the lesser of \$1,000, or the full value of your Member Voluntary Contribution Account. Withdrawals from the Member Voluntary Contribution Account can only be requested twice in each financial year of the SuperLife Superannuation Master Trust (being 1 April to 31 March). If the withdrawal amount is the total value of your Member Voluntary Contribution Account, please write "Total Amount" in the amount column. We may adjust the withdrawal transaction for the tax liability arising as a result of your withdrawal request.

I request that the proceeds of my withdrawal noted above be credited to my bank account as follows:

Name of bank

Account name

Account number

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Bank

Branch

Account number

Suffix

Please attach a pre-printed bank deposit slip or bank statement.

If your application is approved, payment will usually be made within 7-10 business days from the date we receive your application. In order to pay you within this time frame we need all the information required (and we don't have to come back to you for more).

SECTION 4: PRIVACY AUTHORISATION

The personal information you provide in this form, and any information you provide to us in the future, will be collected by Smartshares Limited (Smartshares), as Manager of the SuperLife Superannuation Master Trust, for purposes relating to the administration, operation, management and marketing of the scheme. Your personal information will be collected, used, stored and disclosed in accordance with the Privacy Act 2020 and SuperLife's Privacy Policy, which is available at superlife.co.nz/legal/privacy-policy.

You have the right to access and request correction to any personal information that you have supplied to Smartshares, by contacting superlife@superlife.co.nz.

SECTION 5: AUTHORISATION AND SIGNATURE

- I understand that the amount requested will be deducted from my Member Voluntary Contribution Account, and will reduce the balance of my Member Voluntary Contribution Account accordingly.
- I acknowledge that on receipt of the funds, the Supervisor and Manager will be released from all liabilities in respect of those funds.
- I grant express consent for the Manager to disclose my information to its related companies.
- I declare that the answers given in this form are true and correct.
- I understand that the Manager may require evidence to support or clarify any answer provided in this form, and may be unable to process the withdrawal request, in whole or part, until the requested information is obtained.
- I understand that my withdrawal will be based on the unit price(s) at the date my request is processed.

Member's signature

Date

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To meet the requirements under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, we must verify your identity and residential address. **If you have already provided us with this information, then you do not need to complete this section. If you are unsure, please call us to confirm. We have 2 options available, please select one of the options below:**

OPTION 1: ELECTRONIC IDENTITY AND ADDRESS VERIFICATION

Please tick the box below to give us your consent to electronically verify your details. You will receive a link from noreply@cloudcheck.co.nz on the device you are using to do this. Please follow the prompts to have your photo taken. The photo helps us verify the identity of the person presenting the documents.

I would like to verify my identity and address electronically. I authorise SuperLife to undertake this.

You must have a valid NZ or Australian passport or driver's licence to complete electronic verification.

If we are unable to successfully identify you through electronic verification, you will need to provide us with the documents as per Option 2 (on the following page).

OPTION 2: CERTIFIED IDENTITY AND ADDRESS DOCUMENTS

If you select this option, you will need to provide SuperLife with certified copies of your ID documents and address proof as listed below. These documents must be posted to Freepost SuperLife, PO Box 105262, Auckland City, 1143.

A certified copy is a photocopy of an original document, on which an authorised person has written: *"I certify this to be a true copy of the original document"* or words to that effect (adding in the case of an identification document the words *"and that it represents the identity of [full name]"*); and – added their name and occupation, the date, their signature, their registration number (or equivalent) and their contact phone number.

The certifier cannot be someone who is related to you, is your spouse or partner, or lives at the same address. Certification must have been completed no more than 3 months prior to this application.

Your identity documents must be certified by one of the following (only if in NZ):

- Justice of the peace
- Registrar/Deputy Registrar
- Member of Parliament
- Registered teacher
- Notary Public
- Registrar
- Registered lawyer
- Police officer
- Registered doctor
- Kaumatua
- Chartered accountant
- Minister of Religion

Please contact us if you are having documents certified overseas so we can advise who can certify your documents. This list will differ from above.

Identification (please tick one option)

Option 1
One document from this section

NZ Passport (identity page)

Overseas Passport (identity page)

NZ firearms licence

NZ certificate of identity

Option 2
NZ driver's licence PLUS one of the documents from this section

SuperGold card

NZ full birth certificate OR Birth certificate issued by foreign government

NZ citizenship certificate OR Citizenship certificate issues by foreign government

Bank statement or IRD letter issued in your name in the last 6 months

Option 3
Kiwi Access (formally 18+) Card PLUS one of the documents from this section

NZ full birth certificate OR Birth certificate issued by foreign government

NZ citizenship certificate OR Citizenship certificate issued by foreign government

Address

Please supply a certified copy of one of the following as proof of address. The document you provide must be addressed to you showing the residential address you have declared in this application and be dated within the last 12 months:

Letter of invoice from utility company

Bank statement

Letter from government agency e.g., Inland Revenue, Waka Kotahi, rates bill, etc.