

PAYROLL DEDUCTION AUTHORITY

Provide this form to your employer to request either personal after-tax or salary sacrifice contributions by payroll deduction.

1. YOUR PERSONAL DETAILS:

Nationwide Super Member ID:

Title:

Surname:

Given Name(s):

Postal Address:

Suburb:

State:

Postcode:

Date of Birth:

 / /

Payroll Number:

Name of Employer:

Name of Super Fund:

2. CONTRIBUTION DETAILS:

 Refer to **Information for Members** for more details and instructions.

How much do you want to have paid into your super account directly from your pay?

 %

of my salary

OR

 \$

per pay period

To be deducted from

My after-tax pay

OR

 My before-tax pay*
 (Salary sacrifice)

*Subject to employer approval

3. DECLARATION AND SIGNATURE:

By signing this form I am making the following statements:

- I authorise the deduction of my voluntary contributions to commence from the next available pay period.
- I understand that my employer must approve any salary sacrifice arrangements.

✕

Signature

Date:

Please provide your completed form to your employer/payroll manager. **Do not return to Nationwide Super.**

Contact Nationwide Super

P: 1800 025 241

E: enquiries@nationwidesuper.com.au

W: nationwidesuper.com.au



INFORMATION FOR MEMBERS

Please Note:

- Contributions will be invested in line with your previously selected investment option(s) (or default option if you have not made a choice). If you wish to change your investment option(s), please contact us or download the *Investment Guide* (including *Member Investment Choice* form) from nationwidesuper.com.au/forms
- To ensure that salary sacrifice is appropriate for you, you may like to seek licensed financial advice before making any decision.

Contribution Caps:

- When making contributions to super, you should consider the caps that apply to contributions made in any one financial year, as there are significant tax implications if these caps are exceeded.
- Refer to the Nationwide Super *Product Disclosure Statement* or ato.gov.au/individuals for information on the contribution caps that apply.

Contribution Eligibility:

- If you are aged between 65 and 74 years, we can only accept your contribution if you have met the required work test by working at least 40 hours in a 30 day period in the financial year. You must complete and submit a valid *Contribution Eligibility – Work Test Declaration* form, available by contacting us.
- If you don't meet this work test or are aged 75 or over, we cannot accept any voluntary contributions.

INSTRUCTIONS FOR EMPLOYERS

Payments should be made in accordance with your existing process for submitting contributions and supporting data to Nationwide Super. You have a number of options for making payments and submitting data:

Lodge Contribution Advice

A contribution summary must be submitted to Nationwide Super each time you make contributions for your employees advising us of the payment details. To meet your obligations under SuperStream, you must provide the details of your super contributions electronically by one of the following methods:

EmployerAccess

- Log in to Nationwide Super EmployerAccess via nationwidesuper.com.au/employers to submit the details of your contribution online. You can choose to manually enter contribution details for your employees or upload a spreadsheet or TXT file.
- Within EmployerAccess you can submit contribution details, view your transaction history, update your contact details and view or add new employees.

EmployerAccess & SCH Online clearing house

- EmployerAccess users have the option to register for the SCH Online clearing house service to make one payment for super contributions to all your employees' different super funds. For more information see nationwidesuper.com.au/schonline or contact us.

SCH Online is operated by The Superannuation Clearing House Pty Limited (ABN 15 086 576 721), a corporate authorised representative (representative number 290290) of the product issuer, Pacific Custodians Pty Limited (ABN 66 009 682 866 AFSL 295142). Please refer to the Product Disclosure Statement available on www.sch-online.com.au. NSF Nominees Pty Ltd does not accept liability for any loss or damage incurred by anyone using SCH Online products or services.

Other Compliant File Format

- Submit a contribution advice file in a SuperStream-compliant format via your outsourced payroll service provider or chosen clearing house.

Making Payments

- Under the government's SuperStream requirements, you must pay your employees' contribution amounts electronically on the same day that the contribution advice is provided/sent.
- BPAY® is the quick and easy way to pay contributions to your employees' Nationwide Super accounts. See *Information Sheet – Making Contributions for your Employees* for instructions.
- EmployerAccess users who have registered for SCH Online clearing house have the additional option to pay by direct debit from a nominated bank account.

® Registered to BPAY Pty Ltd ABN 69 079 137 518

If you would like more information on making contributions or other matters, simply contact the Nationwide Super team.

This document contains general information only and has been prepared without taking into account your financial objectives, situation or needs. It may, therefore, not be right for you. Before you make any investment decision, we suggest you consult Nationwide Super's Product Disclosure Statement and/or seek licensed financial advice.