



For use by employers when offering employees a choice of fund and by employees to advise their employer of their chosen fund.

Section A: Employee to complete

1 Choice of superannuation (super) fund

I request that all my future super contributions be paid to: (place an in one of the boxes below)

The APRA fund or retirement savings account (RSA) I nominate Complete items 2, 3 and 5

The self-managed super fund (SMSF) I nominate Complete items 2, 4 and 5

The super fund nominated by my employer (in section B) Complete items 2 and 5

2 Your details

Name

Employee identification number (if applicable)

Tax file number (TFN) **TFN here**

! You do not have to quote your TFN but if you do not provide it, your contributions may be taxed at a higher rate. Your TFN also helps you keep track of your super and allows you to make personal contributions to your fund.

3 Nominating your APRA fund or RSA

You will need current details from your APRA regulated fund or RSA to complete this item.

Fund ABN

Fund name

Fund address

Suburb/town State/territory Postcode

Fund phone

Unique superannuation identifier (USI)

Your account name (if applicable)

Your member number (if applicable)

Required documentation

You need to attach a letter from your fund stating that they are a complying fund and that they will accept contributions from your employer. Correct information about your super fund is needed for your employer to pay super contributions.

4 Nominating your self-managed super fund (SMSF)

You will need current details from your SMSF trustee to complete this item.

Fund ABN

Fund name

Fund address

Suburb/town

State/territory

Postcode

Fund phone

Fund electronic service address (ESA)

Fund bank account

BSB code (please include all six numbers)

Account number

Required documentation

You need to attach a document confirming the SMSF is an ATO regulated super fund. You can locate and print a copy of the compliance status for your SMSF by searching using the ABN or fund name in the Super Fund Lookup service at <http://superfundlookup.gov.au/>

If you are the trustee, or a director of the corporate trustee you can confirm that your SMSF will accept contributions from your employer by making the following declaration (place an 'X' in the box below):

I am the trustee, or a director of the corporate trustee of the SMSF and I declare that the SMSF will accept contributions from my employer.

If you are not the trustee, or a director of the corporate trustee of the SMSF, then you must attach a letter from the trustee confirming that the fund will accept contributions from your employer.

5 Signature and date

If you have nominated your own fund in Item 3 or 4, check that you have attached the required documentation and then place an 'X' in the box below.

I have attached the relevant documentation (Letter of Compliance).

Signature

Date

Sign here

Day

Month

Year

 / /

Return the completed form to your employer as soon as possible.

Section B: Employer to complete

You must complete this section before giving the form to an employee who is eligible to choose the super fund into which you pay their super contributions.

! Sign and date the form when you give it to your employee.

6 Your details

Business name

ABN

Signature

Date

Day / Month / Year
 / /

7 Your nominated super fund

If the employee does not choose their own super fund, you are required to pay super contributions on their behalf to the fund that you have nominated below:

Super fund name

Unique superannuation identifier (USI)

Phone (for the product disclosure statement for this fund)

Super fund website address

Section C: Employer to complete

! Complete this section when your employee returns the form to you with section A completed.

8 Record of choice acceptance

In the two months after you receive the form from your employee you can make super contributions to either the fund you nominated or the fund the employee nominated. After the two-month period you must make payments to the fund chosen by the employee.

! If you don't meet your obligations, including paying your employee superannuation contributions to the correct fund, you may face penalties.

Date employee's choice is received

Day / Month / Year
 / /

Date you act on your employee's choice

Day / Month / Year
 / /

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

PRIVACY STATEMENT

The ATO does not collect this information; we provide this form as a means for employees to identify and provide necessary information to their employer. An employer is authorised to collect an employee's TFN under the *Superannuation Industry (Supervision) Act 1993*. It is not an offence for an employee not to quote their TFN. However, quoting a TFN reduces the risk of administrative errors and if the employee does not quote their TFN their contributions may be taxed at a higher rate. An employee can get more details regarding their privacy rights by contacting their superannuation fund.

Cruelty Free Super Letter of Compliance

Fund name: Cruelty Free Super

Australian Business Number (ABN): 32 367 272 075

Fund RSE Registration Number: L0000635

Unique Superannuation Identifier (USI): 32367272075159

1 Complying Fund Status

Cruelty Free Super is a complying and regulated fund in accordance with the Superannuation Industry (Supervision) Act 1993 (SIS).

2 Acceptance of Superannuation Contributions

Cruelty Free Super is able to accept all types of superannuation contributions.

The Trustee of Cruelty Free Super has no reason to believe that the fund will not comply with the SIS Act and Regulations, and is not subject to any direction from the regulator not to accept employer contributions.

All preserved benefits remain preserved in accordance with the SIS Act and Regulations.

3 SuperStream

Under SuperStream (the Government's legislation for electronic superannuation payments), all employers must pay super contributions through a method that meets the SuperStream rules.

Employers can do this by using:

- Their own software solution that complies with SuperStream;
- A solution by an outsourced payroll or other service provider that complies with SuperStream; or
- A clearing house, such as the Small Business Superannuation Clearing House.

More information about SuperStream is available at ato.gov.au/super/superstream/.

4 Issued by:

Diversa Trustees Limited as Trustee for Cruelty Free Super, a sub-plan of the Grosvenor Pirie Master Superannuation Fund - Series 2.

5 Date of Issue:

1 October 2020

This is general information only and does not take account of your individual investment objectives, financial situation or needs. Before acting on it, consider if the information is appropriate and whether you need to speak to an accredited professional. You should also consider the Product Disclosure Statement available at crueltyfreesuper.com.au/pds before making any decision. This product is issued by Diversa Trustees Limited (ABN 49 006 421 638; AFSL No. 235153; RSE Licence L0000635) as trustee of the Grosvenor Pirie Master Superannuation Fund - Series 2 (ABN 32 367 272 075; RSE Registration R1001204) ("GPMSFs-2"). Cruelty Free Super is a sub-plan of GPMSFs-2. The Promoter and Investment Manager of Cruelty Free Super is Responsible Investment Services Pty Ltd (ABN 77 630 578 200; AFS Representative No. 001271438), which is a Corporate Authorised Representative of RevTech Media Pty Ltd (ABN 75 150 963 474; AFS Licence No. 455982). The Sub-Promoter of Cruelty Free Super is Cruelty Free Super Services (ABN 17 641 761 686; AFS Representative No. 001283739), which is a Corporate Authorised Representative of Professional Superannuation Management Pty Ltd (ABN 31 617 160 791; AFSL No. 499786). The Sub-Investment Manager of Cruelty Free Super is Future Super Investment Services Pty Ltd (ABN 55 621 040 702; AFS Representative No. 001271441), which is a Corporate Authorised Representative of Future Superannuation Holdings Pty Ltd (ABN 90 160 800 580; AFSL 482684).