

If you don't tell your employer which fund you want your Superannuation Guarantee contributions to go to, they'll choose one for you... and if they don't choose an industry super fund like Vision Super, you could be paying more in fees over the life of your super than you need to. That could mean less money for your retirement.

It's easy to stay with Vision Super and retain all the benefits you enjoy as a member. Simply complete the rest of this form and hand it to your employer to get them to pay your SG contributions into your Vision Super account.

1. Chosen fund details

Fund name:	<input type="text" value="Vision Super"/>		
Member number: (if you are an existing member)	<input type="text"/>		
Member name:	<input type="text"/>		
Fund ABN: (Australian Business Number)	<input type="text" value="24 496 637 884"/>	USI:	<input type="text" value="24496637884020"/>
		(Unique Superannuation Identifier)	

2. Authorisation

I request that all future employer contributions are to be made to the fund specified in section 1 of this form.

Employee name:	<input type="text"/>
Employee payroll number: (if applicable)	<input type="text"/>

You must sign and date this form and give it to your employer for their records.

Signature:	<input type="text"/>
Date:	<input type="text"/>

Please give this form to your employer – please **do not** send this form to Vision Super.
If you have any questions please contact Vision Super on 03 9911 3222 or
1300 300 820 for regional callers.

Note to employers:

The required letter of compliance and ways you can contribute into Vision Super are located on the next page

Employer use only

Date accepted

Date processed

Letter of compliance

To whom it may concern:

This is to certify that:

- The Local Authorities Superannuation Fund (also known as Vision Super), is a complying superannuation fund (Registration Number R1000603) within the meaning of the Superannuation Industry (Supervision) Act 1993 ("SIS Act").
- The Trustee of the Fund is Vision Super Pty Ltd (ABN 50 082 924 561), holder of Australian Financial Services Licence 225054 and RSE Licence Number L0000239.
- The Fund is a resident regulated superannuation fund within the meaning of the SIS Act and has never received a notice of non-compliance from the Australian Prudential Regulation Authority (APRA).
- The Fund is able to accept superannuation contributions for eligible persons. These contributions are maintained and subsequently paid only in accordance with the Superannuation Industry (Supervision) Regulations 1994.
- The Fund is not subject to, and has never previously been subject to, a direction under section 63 of the SIS Act. The Fund offers insurance cover (through Vision Super Saver plan) that meets the minimum requirements of the Superannuation Legislation Amendment (Choice of Superannuation Funds) Act 2004, for a fund to be offered by an employer where an employee does not choose a fund.

Details of how an employer can make contributions to the Fund are provided overleaf.

Yours sincerely,

Noelle Kelleher
Company Secretary
Vision Super Pty Ltd

Acting on your employees' choice

Once an eligible employee chooses a super fund, you have two months to arrange payment into that fund.

If your employee indicates that they would like you to use their Tax File Number (TFN) for superannuation purposes, you have an obligation to inform the super fund of the employee's TFN when you next make a contribution for the employee.

Record keeping

You must keep records, in English, of your employee's choice of super fund and receipts or other documents issued by the fund detailing your contributions. Records must be kept for 5 years.

You also need to keep proof that the fund you are contributing to is a complying super fund. The required letter of compliance for Vision Super is included on this form.

Making contributions to Vision Super

Vision Super provides a number of options to suit your business needs. If you are not already a participating employer, please visit:

www.visionsuper.com.au/employerjoin

to register, or contact our Employer Services team:

E: employerservices@visionsuper.com.au

T: **1300 304 947**.

Contribution options	How it works	Payment options
Employer Online	All your contribution details are provided via our secure website	<ul style="list-style-type: none"> • BPAY • Cheque • Direct Debit • EFT
Manually	Complete and post Vision Super contribution Form 39	Cheque
BPAY	Contact us for contribution BPAY codes	BPAY
Clearing House	Manage your contribution data across all your employees' super fund choices in one online location	Direct Debit authorisation required

If you have any questions please contact our Employer Services team on **1300 304 947**.

Vision Super, PO Box 18041, Collins Street East, Melbourne VIC 8003