

Document order form

You should use this form if you wish to order First State Super forms, fact sheets or Member Booklets (Product Disclosure Statements). The full list of all First State Super forms and fact sheets can be found on the website at www.firststatesuper.com.au

Forms

Forms are provided in pads or bundles of 50. Record the number of pads or bundles you require in the box next to the form number in the table overleaf.

Fact sheets

Fact sheets are provided in bundles of 100. Record the number of bundles you require in the box next to the fact sheet name in the table overleaf.

Forms, fact sheets and Member Booklets are also available in PDF format on the website www.firststatesuper.com.au. To view and print PDF files you need to have Adobe Acrobat Reader. This can be downloaded free when you log on to our website.

If you have any questions, please contact your First State Super Employer Relationship Officer on (02) 4298 6013.

Please print clearly in black ink.

1. Employer details

Employer code

Employer name

Postal address

Suburb

State

Postcode

Ordered by (Print in BLOCK LETTERS)

Signature

Date

Daytime contact telephone number

Mobile number

Email address



Please complete the order list overleaf and send your completed form to:

Document Management Unit, First State Super, PO Box 1229, Wollongong NSW 2500 OR fax to **1300 722 072**

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2. Order details

Please record the number of pads or bundles you require.

NOTE: Forms come in pads or bundles of **50** and fact sheets come in pads or bundles of **100**.

All documents are also available from the website.

Employer forms

Number	Name	Qty 1 = 50
E FSS 001	Contributions	
E FSS 002	New member advice	
E FSS 003	Members ceasing employment OR members electing other complying superannuation fund	
E FSS 005	Data exchange	
E FSS 006	Remittance advice	
E FSS 023	Employer contribution and remittance advice for personal division members	
E FSS 030	Application for refund of contributions	

Member forms

Number	Name	Qty 1 = 50
FSS 004	Tax file number collection	
FSS 007	Change of member details	
FSS 009	Choice of investment strategy Note: this form is attached to the 16-page Member Booklet Supplement: Investment options	
FSS 010	Contributions by payroll deduction	
FSS 011	Contributions by cheque (including spouse contributions)	
FSS 012	Application for payment of your benefit or to transfer your benefit to another fund	
FSS 014	Application for insurance or to increase your existing insurance benefit Note: this form is attached to the 32-page Member Booklet Supplement: Insurance	
FSS 015	Application for payment of a disablement benefit	
FSS 016	Insurance variation/cancellation	
FSS 017	Application to maintain insurance cover	
FSS 020	Request to transfer benefits to First State Super	
FSS 021	Contributions by EFT	
FSS 024	Application for early release of a benefit on grounds of severe financial hardship Available from Customer Service	N/A - call customer service
FSS 025	Application for early release of a benefit on specified compassionate grounds Available from Customer Service	N/A - call customer service
FSS 027	Request to transfer benefits to First State Super (income stream)	
FSS 028	Confidential medical report on permanent incapacity	
FSS 031	Insured members change of employment advice	
FSS 034	Nomination of beneficiaries (income stream)	
FSS 035	Employer sponsored division member details form	
FSS 038	Application to split superannuation contributions	
FSS 039	Change of member details (income stream)	
FSS 040	Withdraw or roll over your income stream	
FSS 042	Start up bonus cover for new members	
FSS 043	Application to change insurance category rating	

Number	Name	Qty 1 = 50
FSS 045	Complaint registration	
FSS 046	Application to transfer insurance	
FSS 047	Application for payment of a death benefit	
FSS 048	Binding nomination beneficiaries	
FSS 049	Non-binding nomination beneficiaries	

Fact sheets

Number	Name	Qty 1 = 100
FS 1.1	An overview of superannuation contributions	
FS 1.4	Salary sacrifice (before tax) contributions	
FS 2	Tax and super	
FS 5	When can I receive my superannuation benefits	
FS 7.2	Claiming a death benefit	
FS 7.3	Insurance and disability benefit claims (excluding death claims)	
FS 10	Early release of your superannuation benefit on specified compassionate grounds	
FS 11	Early release of a superannuation benefit on grounds of severe financial hardship	
FS 15	Superannuation and family law	
FS 17	Enquiries, complaints and disputes	

Member Booklets (Product Disclosure Statements)

Name	Qty 1 = 100
Employer Sponsored	
Police Blue Ribbon	
Ambulance Officers	
Personal	
Superannuation Income Stream	

Member Booklet Supplements

Name	Qty 1 = 100
Contributions	
The Government co-contribution	
Investment options	
Insurance - (employer sponsored members)	
Fees and costs	
Death benefits	
Accessing your super	
Tax on withdrawals	
Unit pricing	
AUSfund	
No tax file number	

➤ **If you need help with this form:** Contact Customer Service between 8:30 am and 5:30 pm AEST from Monday to Friday on **1300 650 873**