Power of attorney notification

Use this form to give specific people access to your account details or authorise them to make changes for you. This could include any help you may need with claims.

Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

A power of attorney (PoA) is a legal document that lets a person appoint someone or an organisation to manage or assist them with their personal or financial affairs. It can be for a fixed or enduring period and stops when the person dies. A PoA provided to Cbus Super should be in relation to a member's financial affairs.

Step 1: Provide your personal details

Cbus Super member number

Cbus Super Income Stream member number

Title

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Date of birth

D D / M M / Y Y Y Y

Gender

☐ Male ☐ Female

Given name(s)

Family name

Home phone

( )

Work phone

( )

Mobile

Residential address

Suburb/town

State

Postcode

Postal address (if different from your residential address)

Suburb/town

State

Postcode

Email address (providing your email means you give permission for us to use it)

Step 2: Provide details of the power of attorney (PoA)

Given name(s)

Family name

Company name (if applicable)

Position in company (if applicable)

Work phone

( )

Mobile

Residential address

Suburb/town

State

Postcode

Postal address (if different from their residential address)

Suburb/town

State

Postcode

Email address

Have you attached a certified copy of the PoA for the Cbus Super member listed in Step 1 of this form?

☐ Yes > Complete **Step 3**

☐ No > We can't process this form without a certified copy of the PoA. See 'How to certify documents' at the end of **page 2**.

Step 3: Sign this form and send it back to us

Mail: Cbus Super, Locked Bag 5056, Parramatta NSW 2124

I understand that signing this form and providing the authorising documents will:
- allow Cbus Super to act in accordance with the powers authorised to the attorney, and
- give Cbus Super the right to refuse any request or direction that falls outside the authority.

Please read our *Privacy policy* and *Personal information collection statement* at **cbussuper.com.au/privacy** for details about how we collect and disclose personal information or call us for a copy.

Signature of member or person appointed as an attorney

Sign here:

Date
D D / M M / 2 0 Y Y

How to certify documents

A certified copy of the PoA must be attached to this form:
- The photocopy of the original must be certified by a person who is authorised to certify documents
- The copy can't be certified by a person who holds the PoA or is a witness to the PoA
- Every page of the POA document must be certified and sent to Cbus Super by post. Please see our address details below.

Proof of identity for the member and PoA must be provided for all future transactional requests for example, when:
- opening an income stream account, or
- making a withdrawal.

For more details see the *Identification requirements* brochure available at **cbussuper.com.au/forms** or call us for a copy.

Cbus Super
Locked Bag 5056
PARRAMATTA NSW 2124

1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday

cbusenq@cbussuper.com.au
cbussuper.com.au

Visit us in person in Adelaide, Brisbane, Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**