Make or renew a binding death benefit nomination

Retirement Scheme
Defined Benefit Scheme

Choose who gets your super when you die

Want greater certainty over who your benefits will go to?

Most people think their super automatically becomes part of their estate when they die. But it doesn't – super funds have to follow super laws and the rules in their Trust Deed to decide who will receive your death benefit payment (made up of super and any insurance you might have).

If you make a valid three year binding death benefit nomination, it makes things simple: we must pay your death benefit to the people you nominate, in the percentages you choose. You can make, renew, change or cancel a binding nomination at any time, and it won't cost you anything.

If you're a Defined Benefit Scheme member, any binding nomination you make will only apply to your basic benefit – other contributions account. See the CBUS Defined Benefit Scheme Product Disclosure Statement at **cbussuper.com.au/forms** for more information.

Who you can nominate as a beneficiary

Not everyone can be nominated as a beneficiary, so it's important to know who is eligible to receive your death benefit payment. You can nominate:

A dependant, who must be:

- Your spouse (including de facto spouse or same-sex partner)
- Your child/children of any age (including adopted, outside of marriage and step[1])
- Someone you're in an interdependency relationship with[2], or
- Someone who is financially dependent on you.

Any person you nominate must still be a dependant when you die to ensure CBUS must follow your nomination.

Your legal personal representative (LPR)

- This is the executor of your will, or the person appointed by the Court to administer your estate if you don't have a will
- This option may suit you if you want your death benefit to go to someone who doesn't fit within the definition of a dependant, such as a parent, sibling or close friend. You can include them in your will and nominate your LPR as your beneficiary in your super account.

[1] A person is no longer your stepchild if their natural parent dies before you, if you're in a de facto relationship with their natural parent and you separate, or if you're married to their natural parent and you divorce.

[2] An interdependency relationship exists when two people (even if they are not related):

- have a close personal relationship, **and**
- live together, **and**
- one or both of them provides the other with financial support, **and**
- one or both of them provides the other with domestic support and personal care.

If two people, related or not, have a close personal relationship but don't meet the other requirements, they may still be considered as 'interdependent' if the reason that they don't meet the other requirements is because of the physical, intellectual or psychiatric disability of one of the people.

People who share accommodation, such as housemates, and people who provide domestic care under a contract for service are not considered interdependent.

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Six essentials for a valid binding nomination

CBUS	You're a member of CBUS when you die.
3 YRS	Your nomination was made or renewed less than three years ago. (You must renew your nomination every three years for it to remain valid.)
	The person nominated is your dependant on the date of your death or a legal personal representative.
	Your nomination is received by CBUS and has been correctly and fully completed (including percentages adding to 100%).
18+	The witnesses are 18 years of age or more, and not nominated on the form as a beneficiary.
	You've kept your nomination up to date if your life circumstances have changed (e.g. you marry or divorce, you enter or end a de facto relationship, you welcome a new child, or a nominated beneficiary dies).

Important

1. Consider seeking legal advice before making your nomination.

2. Your beneficiaries may also need financial advice about the tax consequences of receiving your death benefit.

Keep track of your binding nomination online and on your annual statement

To make, renew, change or cancel a binding nomination:

Use the attached form to make a new binding death benefit nomination or to renew, change or cancel an existing one.

This information is about CBUS Super. It doesn't account for your financial position, objectives and specific needs. You should consider your own position, objectives and needs before making financial decisions. Read the relevant Product Disclosure Statement (PDS) and Target Market Determination available by calling **1300 361 784** or visiting **cbussuper.com.au**, to decide what's right for you.

United Super Pty Ltd ABN 46 006 261 623 AFSL 233792 as Trustee for the Construction and Building Unions Superannuation Fund ABN 75 493 363 262 (CBUS and/or CBUS Super).

Insurance is issued under a group policy with our insurer, TAL Life Limited ABN 70 050 109 450 AFSL 237848.

Retirement Scheme or Defined Benefit Scheme
Binding death benefit nomination

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

Use this form for your Retirement Scheme or Defined Benefit account:

- To make a new binding nomination, or change your nomination, complete **step 2** in full.
- To cancel your binding nomination, complete **step 3**.
- To renew a binding nomination that hasn't expired, complete **step 4**. If your nomination has expired you'll need to make a new nomination.

Before sending your completed form to us, check you've:

- allocated at least 1% to any beneficiary
- allocated 100% of your benefit between your beneficiaries
- signed and dated the form in the presence of your witnesses
- fully completed your member details in **step 1**
- initialled any corrections you've made.

Please call **1300 361 784** if you have any questions, or visit **cbussuper.com.au** for a new form or more information.

Step 1: Provide your personal details

CBUS member number

Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Gender ☒ Male ☒ Female

Given name(s)

Family name

Home phone ( )

Mobile

Date of birth D D / M M / Y Y Y Y

Address

Street number and street name, or PO Box

Suburb/town

State

Postcode

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

Step 2: Nominate your beneficiaries

To make a new binding death benefit nomination, or change your nomination, complete this step in full.

Please nominate who you want to receive your super and any insurance payments (if applicable) at the time of your death. The minimum you can allocate to a single beneficiary is 1% and your total across all beneficiaries must add up to 100%.

You can nominate your dependants or your legal personal representative, or a combination of both. Complete the relevant sections below.

Your dependants

First name and initial/s of middle name/s (e.g. Sam R)	Family name	Relationship to you: Spouse	Child	Financial dependant	Interdependant	Percentage
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %
		☐	☐	☐	☐	. %

☐ **Legal personal representative** >

. %

Please check your percentages add up to 100% >

Total must add up to 100.00 %

You can nominate more beneficiaries by providing their details on a separate piece of paper and attaching it to this form. Remember to make sure it is signed, dated and witnessed in the same manner as this form.

Make sure you complete steps 5 and 6 before returning this form to us.

Step 3: Cancel your current nomination

☐ Please cancel my current binding death benefit nomination. I understand that until I make a new nomination any benefits will be paid to my dependants or legal personal representative at the Trustee's discretion.

Make sure you complete steps 5 and 6 before returning this form to us.

Step 4: Renew your binding nomination

☐ I've checked my current binding death benefit nomination and want to renew it for another three years from the date I sign this form. I confirm that in the event of my death I want my super (and any insurance payment) to go to the people nominated in the proportions allocated.

Make sure you complete steps 5 and 6 before returning this form to us.

Step 5: Member declaration

I understand and accept that:

- if I've completed step 3 of this form, I've directed CBUS Super to cancel all my existing binding death benefit nominations
- if I've completed step 2 of this form, my nomination is a direction to the Trustee of CBUS Super to distribute my death benefit to those I have nominated, and in the proportions I have nominated
- if I've completed Step 4 to renew my binding nomination, my current nomination (including the people nominated and proportions allocated) will be renewed for a further three years from the date I sign this form, unless I change or cancel it before then
- the beneficiaries I have nominated must be my spouse, child, financial dependant, interderpendant, or legal personal representative at the time of my death for my nomination to be valid
- I understand that if I divorce from my married spouse or separate from my de facto spouse, or have a child after making this nomination, it will be invalid
- my binding nomination is only valid for three years from the date this form is signed
- I may change my binding nomination at any time by completing a new *Make or renew a binding death benefit nomination* form
- if my nomination is determined to be invalid, then my death benefit will be distributed in accordance with the CBUS Super Trust Deed, which is available at **cbussuper.com.au/trust-deed**
- this cancellation, nomination, or renewal applies to my Retirement Scheme or Defined Benefit Scheme account and if I'm a Defined Benefit Scheme member it will only apply to my basic benefit – other contributions account
- my beneficiaries and I will be bound by the provision of CBUS Super's Trust Deed.

This declaration must be signed by you in the presence of two witnesses (who are not nominated beneficiaries on this form) both of whom are over age 18.

Sign here:

Date
D D / M M / 2 0 Y Y

Step 6: Witness declaration

IMPORTANT: For your nomination to be valid, this declaration must be signed and dated in the presence of two witnesses over the age of 18.

I declare that:

- I am over age 18
- I am not a beneficiary nominated on this form
- I was present when the member signed and dated this form.

Signature of witness 1

Sign here:

Print name

Signature of witness 2

Sign here:

Print name

Upload your completed form at **cbussuper.com.au/message** or send it to: **CBUS, Locked Bag 5056, Parramatta NSW 2124**

Your privacy is important

CBUS only collects information on this form that is essential for the administration of a death benefit payable from the Fund if you die. We won't use the information about you, your beneficiaries or your witnesses for any other purpose, or pass it onto any other organisation, without express permission or as required or authorised by law.

Please refer to 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 **1300 361 784** for a copy.

CBUS
Locked Bag 5056
PARRAMATTA NSW 2124
cbussuper.com.au/message

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

Chat in person in Adelaide, Brisbane, Melbourne, Perth and Sydney. Locations: **cbussuper.com.au/contact**
Log in to chat to us online: **cbussuper.com.au/login**