# Inactive low-balance accounts – Authorising your fund to provide a written declaration to the ATO

## When to use the form?

You should complete this form if you have an inactive low-balance account and want this account to remain with your super fund.

If your inactive low-balance account remains with your super fund your retirement savings will continue to be subject to fees and charges.

By authorising your super fund to provide a written declaration to the ATO, your inactive low-balance account will stay with your super fund and the ATO cannot consolidate this account on your behalf.

Once your super fund receives this form, they will notify the ATO that you are not a member of an inactive low-balance account.

## Things you should know

Your fund needs to receive this form **30 days** before the statement dates. These are the dates when they are required to report and pay your account to us. They are on either 31 October or 30 April of each year.

Your authorisation for your super fund to provide a written notice on your behalf declaring that you are not a member of an inactive low-balance account is not enduring.

This means if your account again meets the definition of an inactive low-balance account in the future, and you do not want this account transferred to the ATO, you will need to complete a new authorisation.

Visit ASIC MoneySmart website for more information or consult your financial advisor if you require advice on how to manage your super.

NAT 75198-07-2019

Australian Government
Australian Taxation Office

## About the form

There are three sections to the form. You will need to complete all sections.

**Section A** asks you to provide us with your personal details.

**Section B** asks you to provide details of the account or accounts held by an APRA regulated super fund for which you are authorising your fund to provide a written declaration to the ATO on your behalf.

If you have inactive low–balance accounts with multiple funds or have more than three inactive low-balance accounts within a single fund, which you want to remain with your fund(s), you will need to complete more than one form.

**Section C** provides a declaration that you are not a member of an inactive low-balance account and the authority for your super fund to act on your behalf for the purposes of giving the ATO a written notice to that effect.

You should check that all of the details you have provided are complete and correct before you sign and date the form.

## When completing this form

- Complete using blue or black pen
- Print clearly in block letters
- Place an X in the relevant box if authorising your fund to act on your behalf.

### Find out more

- Phone **13 10 20** between 8am and 6pm, Monday to Friday to speak to a tax officer

### Help

- If you do not speak English well and want to talk to a tax officer, phone the Translating and Interpreting Service on **13 14 50** for help with your call.
- If you have a hearing or speech impairment and have access to appropriate TTY or modem equipment, phone **13 36 77**. If you do not have access to TTY or modem equipment, phone the Speech to Speech relay Service on **1300 555 727**.

### Our commitment to you

We are committed to providing you with accurate, consistent and clear information to help you understand your rights and entitlements, and to meet your obligations. If you feel that this publication does not fully cover your circumstances, or you are unsure how it applies to you, you can seek further assistance from us.

We regularly revise our publications to take account of any changes to the law, so make sure that you have the latest information. If you are unsure, you can check for more recent information on our website at **ato.gov.au** or contact us.

This publication was current at **July 2019**.


### © Australian Taxation Office for the Commonwealth of Australia, 2019

You are free to copy, adapt, modify, transmit and distribute this material as you wish (but not in any way that suggests the ATO or the Commonwealth endorses you or any of your services or products).



### Published by

Australian Taxation Office
Canberra
July 2019

DE-7196

Australian Government
Australian Taxation Office

# Inactive low-balance accounts – Authorising your funds to provide a written declaration to the ATO

To be used by members who choose to authorise their super fund to notify the Commissioner that they are not a member of an inactive low-balance account.

## Section A: **Your details**

### 1 Name

Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Family name

First given name

Other given name/s

### 2 Date of birth

Day / Month / Year

### 3 Residential address

Street address

Suburb/town/locality

State/territory

Postcode

Country if outside Australia

### 4 Postal address

☐ Please tick here if postal address is same as residential address

Street address

Suburb/town/locality

State/territory

Postcode

Country if outside Australia

### 5 How can we contact you or leave a message if we need more information?

A preferred contact number must be provided.

(Country code) (Area code) (Phone number)

Email address

## Section B: **Superannuation Fund details**

**6 Details of your super account – (APRA regulated fund only)**

You will need current details from your fund to complete this item. These details should be on your annual superannuation statement or available online on your super fund's website or ATO Online via MyGov.

Fund name

Fund ABN

Your member account name

**Account 1**

Unique superannuation identifier (USI)

Your member account number

**Account 2 (if applicable)**

Unique superannuation identifier (USI)

Your member account number

**Account 3 (if applicable)**

Unique superannuation identifier (USI)

Your member account number

## Section C: **Authorisation**

**7 Member authorisation**

☐ *I declare that I am not a member of an inactive low-balance account and authorise my superannuation fund to act on my behalf in giving a written notice to this effect to the Commissioner*

Name (print in BLOCK LETTERS)

**Signature**

Date

Day / Month / Year

## Lodging this form

Please send the completed form directly to your super fund. Your super fund will then provide written declaration to the ATO on your behalf.

**Print form** **Reset form**



**Sensitive** (when completed)