

# supported workers

## insurance alterations and tax file number declaration form

# HESTA

Where superannuation contributions are low, insurance fees can have significant impact on the size of an account balance. This form confirms your choice to cancel or reduce your standard insurance cover through HESTA, and/or supply your Tax File Number (TFN).

**Complete all parts of this form in capital letters, using a black or blue pen. Check you have signed and dated the form.**

### 1 Your member details

Complete all details to help us identify your account.

Member number:

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Date of birth:

D	D	M	M	Y	Y	Y	Y
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Given name/s:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Family name:

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**Important information on cancelling or reducing your cover**

- By cancelling your insurance, you will not be able to claim for that amount and type of cover from the date that the cover is cancelled.
- If you subsequently wish to have cover through HESTA, you will need to apply and provide satisfactory medical evidence in your application.
- You should consider obtaining financial advice before cancelling your insurance cover.

### 2 Reduce my cover

I would like to reduce my cover:

**Death Cover:**

From **2** units to  units

**IP Cover:**

From **2** units to  units

**IP Cover and benefit expiry age:**

Reduce my IP Cover to benefit from an expiry age of 67 (standard) to an expiry age of 60.

or

Reduce my IP Cover to an expiry age of 67 limited to a 2-year benefit period.

or

Reduce my IP cover to an expiry age of 60 limited to a 2-year benefit period.

### 3 Cancel my cover

To cancel insurance cover with HESTA, put an 'X' in the box for each type of cover that you wish to change.

We will only change your insurance for the type of cover you mark.

I wish to cancel my cover:

**Income Protection (IP) Cover** (Standard cover is 2 units)

Cancel my cover

or

**Death Cover** (Standard cover is 2 units)

Cancel my cover

### 4 Tax file number (TFN)

We are authorised by law to collect, use and disclose your tax file number. You do not have to provide it but if you don't, you may end up paying more tax than you need to. You must supply your TFN to enable your HESTA account to accept after-tax contributions.

My TFN is:

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You can also authorise us to use your TFN to help find your lost super and consolidate your super accounts.

I authorise the Trustee of HESTA to use my tax file number to search for my other superannuation monies using a facility provided by the Australian Taxation Office (ATO), and, to transfer any ATO held monies identified through a search to my HESTA account. This authorisation shall remain valid until revoked by me.

Yes  No

### 5 Declaration

In choosing to cancel or reduce my cover, I acknowledge I will no longer be insured for that amount and type of cover. If I decide I require insurance cover in the future, I understand that I will need to apply to HESTA in writing and be required to provide medical evidence.

I certify that to the best of my knowledge, all information given on this form is true and correct. I agree to the use of my TFN for lawful superannuation purposes as described. I have read and understood the HESTA Privacy Collection Statement, and consent to the Trustee of HESTA collecting, using and disclosing my personal information.

Signature of member:

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Date signed:

D	D	M	M	Y	Y	Y	Y
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**Return your completed form to:**

HESTA, Locked Bag 5136, Parramatta NSW 2124

**If signing under Power of Attorney:**

Signed by the member's attorney:

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Attorney's name:


pursuant to Power of Attorney,

Attorney's address:


Attorney's phone number:

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Registration number (if there is one):

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and I declare that I have no notice of revocation of the Power of Attorney.

**Please attach a copy of your Power of Attorney.**

## Supplying your TFN

We are authorised to collect your tax file number (TFN) under the *Superannuation Industry (Supervision) Act 1993 (SIS)*. Supplying your TFN is voluntary, and it is not an offence if you choose not to provide it.

We are required by law to take the necessary steps to properly safeguard your TFN, and our intention is to use it only for lawful superannuation purposes, including to facilitate the search for and consolidation of your superannuation accounts, by seeking information from the Australian Taxation Office (ATO) and/or a superannuation entity.\*

We may disclose your TFN to another superannuation provider if your benefits are transferred, unless you instruct us in writing not to disclose it to any other fund.\*\*

\* A record of your TFN will be made for ongoing taxation and superannuation purposes.

\*\* Please note: future legislation may result in changes to these purposes.

## Why it's important to provide your TFN to us

- HESTA will be able to accept all permitted types of contributions to your account;
- other than the tax that may ordinarily apply, you will not pay more tax than you need to – this affects both contributions to your superannuation and benefit payments when you start drawing down your superannuation benefits; and
- it will make it much easier to find different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

## Need to apply for a TFN?

If you haven't already got a TFN, you can apply for one quickly and easily online by visiting:

[ato.gov.au/individuals/tax-file-number/apply-for-a-tfn/](https://ato.gov.au/individuals/tax-file-number/apply-for-a-tfn/)

## For more information about TFNs

Australian Taxation Office (ATO)	Superannuation Infoline <b>13 10 20</b> Tax file number enquiries <b>13 28 61</b>
Australian Prudential Regulation Authority (APRA)	<b>1300 558 849</b>
Office of the Australian Information Commissioner	<b>1300 363 992</b>

## contact us

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