



# Binding death benefit nominations

**Make sure your super benefit goes to the right people**

19 May 2008

Issued by Host-Plus Pty Limited  
ABN 79 008 634 704



## **You've never left things to chance**

You've worked hard to get where you are today.

You've made smart choices to build up your superannuation.

And when you make a decision about who should benefit from your efforts, you expect that decision to stick.

A binding death benefit nomination is the most secure way to ensure that your superannuation benefit goes exactly where you intended.





## *Make your decision binding*

*When you think of all the time, effort and hard work it's taken to build up your superannuation, it makes sense to make sure your funds will be distributed the way you intended.*

*A binding death benefit nomination gives you greater certainty about who will receive your superannuation benefit in the event of your death.*

*It costs you nothing to make your nomination, and it generally binds HOSTPLUS Executive to pay your death benefit to the beneficiaries you have nominated and in the proportions you have specified in your binding death benefit nomination form.*

*In essence, a valid binding death benefit nomination cannot generally be legally challenged.*

## Who can you nominate?

You can nominate as many beneficiaries as you like, as long as each person is in one or more of the following categories as defined in the governing rules:

- **Your spouse** – a person who is legally married to you or a de facto spouse who is living with you in a genuine domestic situation.
- **Your children** – including adopted, step or ex-nuptial children.
- **A dependant**, defined as:
  - A person who is wholly or partially financially dependent upon you, where the dependence is necessary and relied upon to maintain the person's normal standard of living.
  - A person in an interdependent relationship with you. This means you share a close personal relationship, live together, one or each of you provides the other with financial support, and one or each of you provides the other with domestic support and personal care.

*Note: An interdependent relationship can also exist if a close personal relationship exists but the other requirements for interdependency are not satisfied because of a physical, intellectual or psychiatric disability that requires a person to live in an institution.*

- **Your legal personal representative**, that is, the executor named in your Will or the administrator of your estate. By nominating your estate as the beneficiary and updating your Will, you can effectively distribute your death benefits to people who are not considered dependants for the purposes of superannuation.

Payments made to a legal personal representative may incur tax liabilities and expose the payment to insolvency laws. For further details we recommend you obtain advice from a licensed financial adviser.

## How to make a binding death benefit nomination

Simply complete the attached form and return it to **HOSTPLUS** Executive.

The form provides space for four beneficiaries. Naturally, if you would like to nominate more than four beneficiaries, you're welcome to. All you need to do is write the full details of all additional beneficiaries on a separate piece of paper. Then sign, date and have it witnessed by two people in the same manner as requested in this form. Your witnesses must sign and date the form at the same time as you.

Please send your completed form to:

**HOSTPLUS** Executive  
Locked Bag 969  
Carlton South VIC 3053

## Make sure your binding death benefit nomination form is valid

For your binding death benefit nomination form to be valid:

- it must not be more than three years old
- it must be signed and dated by two witnesses over the age of 18 who are **not** nominated as beneficiaries
- your witnesses must sign and date the form at the same time as you, and
- your benefit nominations must total 100%.

Your binding death benefit will cease to be valid if:

- you are no longer a member of **HOSTPLUS** Executive at the time of your death
- your binding death benefit nomination form was signed more than three years earlier (you must complete a new binding death benefit nomination form every three years)
- a nominated beneficiary dies before you die
- a nominated beneficiary (other than the legal personal representative) is not a dependant at the time of your death.

# Binding death benefit nomination form

Complete this form to make, update or cancel a binding death benefit nomination for your HOSTPLUS Executive superannuation benefit.

For this form to be valid:

- it must be signed and dated by two witnesses over 18 who are **not** listed as beneficiaries on this form
- you and your witnesses must sign and date the form at the same time, and
- your total benefit nominations must equal 100%.

If you have any questions or need help completing this form please call us on **1300 799 998**, 8am–8pm, Monday to Friday.

Please use **BLOCK letters and dark ink**.

## Step 1 Provide your details

Membership number

Title

 Mr  Mrs  Miss  Ms  Other 

*Please specify*

Given name(s)

Surname

Date of birth

Postal address

City/Suburb

State

Postcode

Your telephone number

Your mobile number

Email address

## Step 2 Tell us what you want to do

Please select one box only.

- Make a binding death benefit nomination → *Go to Section 3*
- Update an existing binding death benefit nomination → *Go to Section 3*
- Cancel a binding death benefit nomination → *Go to Section 4*

**Note: A cancelled, invalid or expired form means that HOSTPLUS Executive will decide which of your spouse, children, dependants or estate receives your death benefit, and in what proportions.**

## Step 3 Nominate your beneficiaries

- Each beneficiary must be one of the following:
  - your spouse (legal or de facto)
  - child (including adopted, step or ex-nuptial)
  - dependant, or
  - legal personal representative (estate).
- Your total percentage of benefit nominations must add up to 100%.

1. Given name

Middle initial(s)

Surname

What is this beneficiary's relationship to you? (please tick one)

 Spouse  Child  Dependant  Legal personal representative

Share %

What percentage do you wish this beneficiary to receive?

2. Given name

Middle initial(s)

Surname

What is this beneficiary's relationship to you? (please tick one)

 Spouse  Child  Dependant  Legal personal representative

Share %

What percentage do you wish this beneficiary to receive?

3. Given name

Middle initial(s)

Surname

What is this beneficiary's relationship to you? (please tick one)

 Spouse  Child  Dependant  Legal personal representative

Share %

What percentage do you wish this beneficiary to receive?

4. Given name

Middle initial(s)

Surname

What is this beneficiary's relationship to you? (please tick one)

 Spouse  Child  Dependant  Legal personal representative

Share %

What percentage do you wish this beneficiary to receive?

If you wish to nominate more than four beneficiaries, please provide the details above for each additional beneficiary on a separate piece of paper, which is signed, dated and witnessed in the same manner as this form.

## Keeping your binding death benefit nominations up to date

Once you've made decisions about who should receive your superannuation benefits, it makes good sense to ensure they're kept up to date.

Naturally, it's important to update your nominations if your circumstances change. And by law, binding death benefit nominations must be updated every three years. In fact, a binding death benefit nomination form that is more than three years old is invalid. It is your responsibility to ensure that your binding nomination is kept up to date.

To help you keep track of the status of your nominations, we'll include the expiry date of your nominations on your **HOSTPLUS** Executive half yearly member statements. We'll also send you a letter each year with your nomination details as a reminder.

If your nomination expires and is not replaced by a new binding nomination, your benefit will be paid out at the trustee's discretion.

To update or cancel your binding death benefit nominations, simply complete a new form.

If you need more forms, call **1300 799 998** or visit [hostplusexecutive.com.au](http://hostplusexecutive.com.au)

### Checklist

Before sending your form please make sure that:

- You have signed and dated it.
- It has been signed and dated by two witnesses 18 years or older who are **not** listed as beneficiaries.
- The total benefits add up to 100%.



### Step 4 Sign the declaration

Please read this Declaration before you sign and date the form.

- I have read and understand the information in the binding death benefit nomination brochure.
- I understand that this binding death benefit nomination form is only valid if:
  - the beneficiary/ies listed in Section 3 are either my spouse (legal or de facto), child (including adopted, step or ex-nuptial), dependant or legal personal representative (estate, as stated in my Will)
  - it is signed by me in the presence of two witnesses who are 18 years of age or older and **not** listed as beneficiary/ies on this form
  - my two witnesses and I sign and date this form at the same time, and
  - my benefit nomination percentages total 100%.
- I understand that:
  - this binding death benefit nomination is effective for three years from the date on which it is signed
  - it must be received by HOSTPLUS Executive before my death
  - my beneficiary/ies and I will be bound by the provisions of HOSTPLUS' trust deed
  - I can cancel or update a binding death benefit nomination at any time by completing a new binding death benefit nomination form
  - this nomination binds the HOSTPLUS trustee to distribute my benefit as specified, unless my binding nomination is invalid or has expired; in which case I understand that HOSTPLUS can use its discretion to identify and pay beneficiaries, and
  - HOSTPLUS Executive accepts no responsibility for an incorrect nomination or completion of this form.
- I have read the information about privacy in my HOSTPLUS Executive Member Guide Product Disclosure Statement or at [hostplusexecutive.com.au](http://hostplusexecutive.com.au) and I understand how my personal information may be used.

Signature

Date

D D / M M / Y Y



### Step 5 Witness declaration

The member signed and dated this binding death benefit nomination form in my presence. I am over 18 years of age and I am **not** listed as a beneficiary on this form.

**Witness 1.**

Given name

Surname

Signature

Date

D D / M M / Y Y

**Witness 2.**

Given name

Surname

Signature

Date

D D / M M / Y Y

Please send your completed form to: HOSTPLUS Executive, Locked Bag 969, Carlton South VIC 3053.

Issued by Host-Plus Pty Limited ABN 79 008 634 704, AFSL No. 244392, RSEL No. L000093, RSE No. R1000054.

05/08

**HOSTPLUS** *Executive*

**Binding death**

**benefit nominations**

**Postal address**

Locked Bag 969  
Carlton South VIC 3053

**Phone** 1300 799 998

**Fax** 1300 366 991

HOSTPLUS Executive does not recommend that any member, employer or employee make decisions concerning superannuation arrangements based solely on the information in this publication. This information is of a general nature. It has been prepared without taking into account your particular investment objectives, circumstances, financial situation or needs. When considering your own objectives you will also need to consider, with the help of a licensed financial planner, whether the advice is appropriate in light of your particular investment needs, objectives and financial circumstances. This information is also not intended to be, and should not be construed in any way as investment, legal or financial advice. Issued by Host-Plus Pty Limited ABN 79 008 634 704, AFSL No. 244392, RSEL No. L0000093, RSE No. R1000054.