

Insurance upgrade to Management/Clerical (white collar) scale form



June 2011

When to use this form

Complete this form to upgrade your insurance cover from the light blue collar (standard) scale to the Management/Clerical (white collar) scale.

OFFICE USE ONLY

How to use this form

- complete Steps 1, 2 and 3.

To upgrade your insurance cover, you must:

- be an existing HOSTPLUS Executive member;
- be employed for at least 15 hours a week on an ongoing basis;
- work in an office or similar environment;
- you do not have a current claim application in progress with HOSTPLUS Executive.

Please complete Steps 1, 2 and 3 providing all the required details and acknowledge the Duty of Disclosure section of this form.

Please use BLOCK letters and BLACK or BLUE pen.

Step 1. Member details

HOSTPLUS Executive membership number*

Date of birth*

Gender*

 Male Female Mr Mrs Ms Miss Dr Other

*Mandatory fields

Full given name*

Surname*

Current address*

Suburb State Postcode

Home phone*

Mobile phone

Work phone*

Email address

Step 2. Upgrade your insurance to Management/Clerical (white collar) scale

If you're eligible for Death and TPD Insurance Cover, you can upgrade from the light blue collar (standard) insurance benefit scale to the Management/Clerical (white collar) scale insurance benefit scale, so you can increase the value of each unit of cover you currently enjoy – at no extra cost.

I would like to upgrade my HOSTPLUS Executive insurance cover from the light blue collar (standard) scale to the Management/Clerical (white collar) scale.

Please answer the following questions so we can confirm that you're eligible to upgrade your cover.

Do you work in an office or similar environment?

 Yes No

Are you employed for at least 15 hours a week on an ongoing basis?

 Yes No

Do you spend at least 90% of your working time in an office? For example 34.2 hours out of a 38-hour working week.

 Yes No

Do you work in any of the following occupations?

 Management Clerical Marketing Administration Accounting

Other sedentary occupation that will need to be agreed to by the insurer – please specify job title and main duties.


All other occupations, (for example chef or waiter) fall outside the definition of Management/Clerical (white collar) scale duties and are subject to the light blue collar (standard) scales.

Step 3. Sign the Declaration

This step must be completed in all circumstances.

I, whose signature appears below, declare that:

- I have read and carefully considered the questions in this form, and all answers provided are true and correct (including those not in my own handwriting). I have told the insurer everything I know that could affect its decision to accept my application.
- I have read and understood the Duty of Disclosure and Non-disclosure section below. I have not withheld any information that may affect the Insurer's decision as to whether to accept this application. I understand that the Duty of Disclosure continues after I have completed this statement until I am notified of acceptance in writing by the trustee.
- I have read and understood the HOSTPLUS Executive privacy policy (available at hostplusexecutive.com.au). I consent to my personal information being collected and used in accordance with the policy.
- I have read the Member Guide (Product Disclosure Statement) and/or Insurance Guide dated 1 June 2011.
- I acknowledge that if I do not complete this form correctly or I do not sign and date this form, my application will not be considered by the Insurer.
- I understand that increases or changes to insurance premiums may apply and insurance deductions from my account will be adjusted.

 **Don't forget to sign**

SIGNATURE OF APPLICANT*

Date*

D	D	/	M	M	/	Y	Y
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Faxed or scanned forms cannot be processed. However photocopied forms can be processed if signed with an original signature.

You must complete this form in full, sign and date it above before the Insurer will consider it. This application must be received by HOSTPLUS Executive within 30 days of the date it is signed.

Important notice

HOSTPLUS Executive has taken out a contract of insurance with an insurer to provide the insurance benefits in the fund. On becoming a member, you are bound by the terms and conditions of this contract of insurance.

Your duty of disclosure

You have a duty, under the Insurance Contracts Act 1984 to disclose to the insurer every matter that you know, or could reasonably be expected to know, is relevant to the insurer's decision whether to accept the risk of the insurance, and if so, on what terms. Your duty, however, does not require disclosure of a matter:

- that diminishes the risk to be undertaken by the insurer;
- that is common knowledge;
- that your insurer knows or, in the ordinary course of his/her business, ought to know; or
- as to which compliance with your duty of disclosure is waived by the insurer.

Non-disclosure

If you fail to comply with your duty of disclosure and the insurer would not have entered into the contract on any terms if the failure had not occurred, the insurer may avoid the contract within three years of having entered into it. If your non-disclosure is fraudulent, the insurer may avoid the contract at any time. An insurer who is entitled to avoid a contract of life insurance may, within three years of entering into it, elect not to avoid it but to reduce the sum insured you have been insured for in accordance with a formula that takes into account the premium that would have been payable if you had disclosed all relevant matters to the insurer.

When you have completed this form please send it to:

HOSTPLUS Executive
Locked Bag 969
Carlton South VIC 3053

Issued by Host-Plus Pty Limited ABN 79 008 634 704
Australian Financial Services Licence No. 244392
as trustee for the HOSTPLUS Superannuation Fund ABN 68 657 495 890
Registrable Superannuation Entity Licence No. L0000093
Registrable Superannuation Entity No. R1000054

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