

Issue date: 1 July 2019



ZURICH®

# Fee Guide and Additional Information

Zurich Superannuation Plan and  
Zurich Account-Based Pension



## Important notes

Preparation date: 25 June 2019

This document is the **“Zurich Superannuation Plan / Zurich Account-Based Pension Fee Guide and Additional information”** document referred to in the Zurich Superannuation Plan (‘ZSP’) and Zurich Account-Based Pension (‘ZABP’) Product Disclosure Statement (‘PDS’), dated 1 July 2019, and forms part of the PDS.

We may update this document from time to time in accordance with the Fund’s Trust Deed and the law. The updated document will be available on Zurich’s website and you can obtain a copy free of charge upon request. You should keep a copy of this document and any updates to it for your reference.

The PDS is an important document and is available online at [www.zurich.com.au /ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) or by calling Zurich Customer Care on 131 551. You should read the PDS and all incorporated documents referred to in the PDS (available online at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP)) in full before making a decision about the ZSP or ZABP.

**The information contained in this document is general information only. It does not take into account your personal investment objectives, financial situation or particular needs. You should consider the appropriateness of this product having regard to your objectives, financial situation and needs. We recommend you seek professional financial advice before making any decision affecting your investment in this product.**

The information in this document, including taxation matters, is based on our understanding of the law as at the date of preparation of this document and may be updated from time to time.

‘The Trustee’ means Equity Trustees Superannuation Limited ABN 50 055 641 757, AFSL 229757, RSE L0001458, who is the trustee of the Zurich Master Superannuation Fund ABN 33 632 838 393 (the ‘Fund’) and the issuer of ZSP and ZABP.

‘Zurich’, ‘us’, ‘our’ and ‘we’ normally means Zurich Australia Limited ABN 92 000 010 195, AFSL 232510. Zurich is the administrator of ZSP and ZABP, and the issuer of insurance policies to the Trustee.

Any organisations referred to in this document, including any external investment managers, have consented to the references to their organisations in this document.

For further information in relation to the Trustee and various service providers, please refer to page 36 of this document.

# About Zurich

## Zurich Insurance Group – a global view

The Zurich Insurance Group is one of the world’s largest insurance based financial services insurance groups, and one of the few to operate on a truly global basis.

It has a global network of subsidiaries and offices in North America and Europe, Asia-Pacific, the Middle East, Latin America and other markets. Founded in 1872, the company’s headquarters are in Zurich, Switzerland. The Group employs about 54,000 people helping customers manage risk in more than 210 countries. It is the second largest insurer of global corporate business.

## Our Australian origins

The Australian lineage of Zurich Insurance Group dates back to 1920, when the Commonwealth General Assurance Corporation Ltd (CGA) was incorporated in New South Wales. In 1961, CGA became part of the Zurich Insurance Group.

## Zurich Investments

For over 35 years, Zurich Investments has been managing money on behalf of Australian investors across a range of diversified and sector funds. Zurich Investments has a unique range of funds that provide advisers and clients with access to specialist strategic investment managers. By using global expertise and scale, Zurich Investments forms strategic partnerships with a select group of investment managers, who are experts in their particular asset class. Strategic investment partners are selected based on their compatibility with the Zurich Investments philosophy, the strength of their processes and their performance track record.

## Why choose Zurich Investments?

- Quality products and services.
- Client focussed.
- Global strength and local knowledge.

## Zurich – investments and insurance to meet your needs

Wealth creation means more than regular savings. It means accumulating wealth (saving and investment), protecting wealth (insurance) and distributing wealth (income).

These three activities are not mutually exclusive and many people want to accumulate, protect and distribute wealth simultaneously. The Zurich Group has a range of investment, life insurance, superannuation and general insurance products to suit your needs. If you would like to know more about how we can help you achieve your financial goals, talk to your financial adviser.

### Residency and applicable laws

Zurich policies are designed for customers who are resident in Australia. If you move to another country outside of Australia, the policy may no longer be suitable for your individual needs, and you may no longer be eligible to make payments into the policy. The local laws and regulations of the jurisdiction to which you move may affect Zurich’s ability to continue to service your policy in accordance with its terms and conditions.

You need to tell Zurich of any planned change in residency before the change happens.

We do not offer tax advice, so if you decide to live outside Australia, we recommend obtaining advice on the tax consequences of changing your country of residence in relation to your policy. We will not be held liable for any adverse tax consequences that arise in respect of you or your policy as a result of such a change in residence.

A change in residency might require Zurich to suspend or terminate your insurance (if any) accordingly.

We and other companies within the worldwide Zurich group of companies have obligations under Australian and foreign laws. Regardless of any other policy terms and conditions, Zurich and the Trustee reserves the right to take any action (or not take any action) which could place us or another company within the group at risk of breaching Australian laws or laws in any other country.

All financial transactions, including acceptance of premium payments, claim payments and other reimbursements, are subject to compliance with applicable trade or economic sanctions laws and regulations.

Zurich may terminate a policy where you are considered to be a sanctioned person, or you conduct an activity which is sanctioned, according to trade or economic sanctions laws and regulations. Further, neither Zurich nor the Trustee will provide any cover, service or benefit to any party if we determine this places Zurich or the Trustee at risk of breaching applicable trade or economic sanctions laws or regulations.

Each policy is based on the legal and regulatory requirements applicable at the time the policy is issued. Should the legal and regulatory requirements change in a material way, Zurich is entitled to adapt the terms and conditions to the changed legal and regulatory requirements, provided the change is lawful.

# Finding your way around this document



## Introducing the Zurich Superannuation Plan

A snapshot of the key features of the Zurich Superannuation Plan

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## Important information about the Zurich Superannuation Plan

Information about matters that relate specifically to the superannuation plan including contribution levels, method of payment and accessing your benefits.

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## Introducing the Zurich Account-Based Pension

Introducing the Zurich Account-Based Pension

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## Important information about the Zurich Account-Based Pension

Information about matters that relate specifically to the account-based pension plan including who can invest, regular income payments, cashing in your benefits and the Transition to Retirement pension.

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### Who can invest?

What if I don't have a superannuation lump sum?

What happens if I am transferring money from several sources?

How to invest

Regular income payments

Cashing in your investment

Risks associated with account-based pensions



## Automatic Investment Adjuster

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When you invest in the Zurich Account-Based Pension, you have an alternative to selecting one or several investment options; you can select the 'Automatic Investment Adjuster'.

This section explains how the Automatic Investment Adjuster feature changes the way your money is invested as you get older, to ensure that the risk level of your investments reduces over time.



## Retirement Super Consolidator

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If you need to consolidate a range of super investments for a short period of time and/or make a personal non-concessional contribution by investing ordinary savings, before setting up a Zurich Account-Based Pension, the Retirement Super Consolidator is the feature that is designed to help.



## Fees and other costs

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This section explains the fees and other costs that you may be charged for your Zurich Superannuation Plan or your Zurich Account-Based Pension. It is important that you read the information about fees and costs to understand their impact on your investment.

**Fees and costs for Zurich Superannuation Plan and Zurich Account-Based Pension**

**Example of ongoing fees and costs**

**Additional explanation of fees and costs**



## Other important information

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This section covers other important information that you need to know about your Zurich Superannuation Plan and Zurich Account-Based Pension including the regular reports you will get from Zurich, Binding Death Benefit Nominations, Unclaimed superannuation and more.

**What happens on death?**

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**Transfers to an Eligible Rollover Fund**

**Lost and Unclaimed superannuation**

**Tax File Numbers**

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## How to contact us

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Your financial adviser should be your primary contact point for advice.

However Zurich Customer Care is well equipped to answer general questions about your product and can help you with day to day administration, although it is not able to give financial advice.

**Enquiries and policy administration**

**Online access through MyZurich**

# Introducing the Zurich Superannuation Plan

The Zurich Superannuation Plan (ZSP) is a convenient and flexible way of saving for retirement. With a superannuation investment you have the advantages of a tax effective investment.

ZSP offers a broad choice of investment options ranging from a more conservative cash fund through to Australian share and Global Thematic Share options, and a collection of other options in between.

The product is flexible because of the wide scope members have with regard to the level of contribution, the type of contribution, insurance options and investment choices.

## Key Features at a glance

<b>Extensive choice of investment options</b>	You can choose from a wide choice of investment options, including single sector and diversified (multi-sector) options, to create an overall investment strategy that suits your needs and goals. For more information on investment options offered in ZSP, please refer to <b>“Zurich Superannuation Plan / Zurich Account-Based Pension Information on investment options”</b> document.
<b>Flexible payment options</b>	Initial investments can be made by: <ul style="list-style-type: none"> <li>• Direct debit from your bank, building society or credit union account</li> <li>• Cheque direct to Zurich.</li> </ul> Additional investments can be made by: <ul style="list-style-type: none"> <li>• Direct debit from your bank, building society or credit union account</li> <li>• Cheque direct to Zurich</li> <li>• BPAY®</li> </ul> <b>Refer to pages 6 and 7</b>
<b>Type of contributions</b>	The plan accepts: <ul style="list-style-type: none"> <li>• Employer contributions (either compulsory or voluntary contributions)</li> <li>• Salary Sacrifice contributions</li> <li>• Personal contributions</li> <li>• Self-Employed contributions</li> <li>• Spouse contributions</li> <li>• Rollovers or transfers from other funds</li> <li>• Government co-contributions</li> <li>• Downsizing contributions</li> <li>• Other contributions as covered by superannuation law.</li> </ul> There are certain restrictions on who can make superannuation contributions and when they can be made. Your financial adviser will be able to provide you with more information.
<b>Contribution flexibility</b>	Once you have made your initial investment, there is no minimum additional contribution requirement. <b>Refer to page 7</b>
<b>Competitive fees and charges</b>	Fees are competitive with other superannuation plans with similar features. There are: <ul style="list-style-type: none"> <li>• Reducing ongoing charges for account balances when they exceed \$100,000 and \$250,000 (reduction applies to total account balance and not just the portion over the threshold)</li> <li>• Currently there are no fees for switching between investment options.</li> </ul> <b>Refer to pages 18 to 27</b>

<b>Optional protection benefits</b>	To help you provide financial protection for you and your family, you also have the option of taking out valuable insurance against: <ul style="list-style-type: none"> <li>• Death</li> <li>• Total and permanent disablement (TPD)</li> <li>• Income protection.</li> </ul> Premiums for this valuable cover are deducted monthly automatically from your account balance. For more information on insurance options available in ZSP, please refer to <b>“Zurich Superannuation Plan Optional Protection Benefits Information”</b> document.
<b>Binding Death Benefit nominations</b>	All members of the ZSP have access to the binding death benefit nomination feature. The main reason for making a binding death benefit nomination is for greater certainty (subject to certain legal requirements). It enables you to nominate who receives what upon your death. This can result in more efficient estate planning and can also prevent any disputes over your death benefits. Refer to page 28 for a summary, or ask your financial adviser for a copy of the <b>Zurich Binding Death Benefit Nomination</b> form.
<b>Taxation</b>	Superannuation receives concessional taxation treatment compared to other investments if you do not exceed your contribution caps. For details about your individual situation, which may be quite different, you should contact your financial adviser.
<b>Accessing your super</b>	Superannuation is a long-term means of saving for retirement. To receive the preserved part of your super, you must satisfy a ‘condition of release’ (such as retirement after attaining the preservation age) as defined under superannuation law. For information on conditions of release please refer to one of the following Government websites: moneysmart.gov.au, apra.gov.au or ato.gov.au.
<b>Other important information</b>	<ul style="list-style-type: none"> <li>• Cooling off period: A 14-day cooling off period applies to your initial investment.</li> </ul> <b>Refer to page 31</b> <ul style="list-style-type: none"> <li>• Complaints resolution: We have a complaint handling procedure in place.</li> </ul> <b>Refer to page 35</b> <ul style="list-style-type: none"> <li>• Regular reports: You will receive a Welcome Pack when you first invest. We also provide detailed statements at least once a year and the Annual Fund Report (which is available online) each year. Further information is available on the Zurich website at <a href="http://www.zurich.com.au">www.zurich.com.au</a>.</li> </ul> <b>Refer to page 28</b>

# Starting and contributing to your Zurich Superannuation Plan

Once your application is accepted, you become a member of the Zurich Master Superannuation Fund (the 'Fund'). Individual accounts are established to which your contributions and rollovers (less any fees and taxes) are allocated to purchase units in the selected investment option(s).

ZSP allows you to make contributions whenever you wish and there is no minimum investment required for additional amounts. However to ensure you remain on track to achieve your retirement goals, you may want to make regular contributions to your plan.

## Contribution levels

Minimum initial lump sum	\$2,500
Minimum regular contribution	\$150 per month \$450 per quarter \$900 per half-year \$1,800 per year
Minimum additional contribution	No minimum
Minimum switch	No minimum

**Important:** Premiums for optional life insurance cover are charged in addition to minimum contribution levels above.

## Contributions caps

The Government has prescribed certain caps on the amount of contributions which can be made each year. Additional tax applies to contributions in excess of the relevant caps. These caps depend on whether the contributions are classified as concessional or non-concessional contributions.

For full details on these contribution caps, please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au](http://ato.gov.au).

## Regular contribution options

You can make regular contributions by:

- setting up a direct debit authority; or
- BPAY; or
- cheque.

### Direct Debit option

By participating in this option you authorise us to draw a nominated amount automatically from your Australian bank, building society or credit union account monthly, quarterly, half-yearly or yearly, on the date you specify in the application form.

To take advantage of this option you will be required to complete the application form plus the Direct Debit request form attached to the application form. You can either forward your cheque for the amount of your initial investment with the application form, or elect to have the first payment debited from your account.

You must ensure you have sufficient money in your account to meet your regular investment amount. Should two consecutive dishonoured payments occur, we may cancel your Direct Debit Authority.

## Initial lump sum contribution

When making your initial lump sum contribution simply complete the application form. The application form, cheque and supporting documentation can be lodged with your financial adviser. The minimum initial lump sum contribution required is \$2,500.

## Rollovers

You can rollover superannuation money from another superannuation fund into the ZSP by submitting a request to the other fund or by completing an Authority to Transfer Superannuation Fund form which can be obtained by calling Zurich Customer Care on 131 551 or at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP).

## Additional contributions

Once you have made your initial contribution there is no minimum additional contribution required. You can make additional contributions by:

- direct debit (providing you have supplied us with your direct debit instructions);
- BPAY; or
- cheque.

Please note, unless otherwise notified all additional contributions will be:

- invested in the same proportions as the most recently advised investment strategy unless you advise Zurich of an alternative strategy in writing for your contributions, and
- treated as a concessional contribution and taxed accordingly.



BPAY Biller codes can be located on our website, [www.zurich.com.au](http://www.zurich.com.au), or by calling Zurich Customer Care on 131 551. Your unique BPAY Customer Reference Number will be provided to you in your Welcome Pack, or can be obtained by calling Zurich Customer Care.

### Important notes regarding additional contributions

- To ensure your contributions are invested in accordance with your wishes, it is important that any contribution forwarded by cheque to Zurich is easily identified as belonging to you and accompanied with a completed Contribution Notice or Alteration to your existing investment form.
- Cheques are to be made payable to Zurich Australia Limited and must be in Australian dollars and drawn on an Australian bank. We will not accept cash, credit card or foreign currency payments.

## If we are unable to apply a contribution

If, for whatever reason, we are unable to immediately finalise your application, Zurich will hold any monies paid by you in trust until we are able to do so. Under current legislation this money can normally only be held in trust for one month. If one month has expired and we are unable to issue you with an interest in a policy pursuant to your instructions, we will normally return your money to you. If we are still following up outstanding requirements, and it is not reasonably practicable to return your money after one month, we may retain it for as long as is reasonable in the circumstances (this period will generally not exceed three months). Any interest earned on any monies held in trust may be retained by Zurich for its own purposes.

Please note that any unallocated payments may be paid as unclaimed monies to the relevant government authority if they cannot be returned to you.

**Important:** Please note that contributions to child accounts and transfers from a KiwiSaver Account are not available in the ZSP.

# Benefits under your Zurich Superannuation Plan

Your benefit will be the value of all accounts held in your name plus any insurance benefit payable.

## Accessing your superannuation

Superannuation benefits are classified as one or more of the following:

- **preserved benefits:** this part of your balance must be kept in the superannuation environment until you meet certain government requirements;
- **restricted non-preserved benefits:** this part of your balance is generally available to you on cessation of employment with your current employer who has contributed to the plan; or
- **unrestricted non-preserved benefits:** this part of your balance is cashable at any time.

To further assist you, your annual statement will show how much of your total account balance falls within each component. If you are considering accessing any of your superannuation, we recommend that you seek financial advice to ensure an outcome most suited to your needs, taking into account the complex taxation rules governing superannuation.

To receive the preserved part of your super, you must satisfy a 'condition of release' (such as retirement after attaining the preservation age) as defined under superannuation law.

For information on conditions of release please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au/super](http://ato.gov.au/super).

## Your options on retirement

Generally, you have four options at retirement for your superannuation:

- Option 1:** Take it all or part of it as a lump sum payment.
- Option 2:** Transfer it all or part of it directly into a pension or annuity.
- Option 3:** A combination of Options 1 and 2.
- Option 4:** Keep it within the superannuation environment as unrestricted non-preserved benefits for as long as you like (until death) and make withdrawals as required.

## How do you withdraw your super?

If you wish to:

- take any part of your super in cash;
- rollover; or
- commence a retirement income stream,

please contact either your financial adviser or Zurich Customer Care on 131 551 who will send you the necessary documentation for completion and return. You may also need to provide evidence of your identity and evidence that you meet the appropriate condition of release before the actual payment is made.

If you ask us to rollover or transfer your benefit to another approved fund, superannuation law requires us to act on your request. We will act on your request within 3 business days of all necessary information being received. In order to process your request, we may need to redeem units from your chosen investments, and your request may then take up to 30 business days to process. Your request may be delayed or refused if any of the following apply:

- the fund to which you have requested the amount be rolled over or transferred will not accept it or is not a compliant superannuation fund;
- the amount to be rolled over or transferred represents a partial withdrawal and the amount remaining in your account after the rollover or transfer is processed is less than \$5,000;
- the request involves a withdrawal from an investment option that is an illiquid investment or if unit prices or withdrawals are suspended (refer to further information on investment options in the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document for the information);
- the Australian Prudential Regulation Authority has suspended or varied the Trustee's obligation to rollover or transfer members' benefits.

If we refuse your request we will notify you in writing. Please contact Zurich Customer Care on 131 551 if you have any questions about your benefit, including the fees and charges that may apply and the effect of the rollover or transfer on your entitlements.

For information on withdrawing your superannuation, including any caps that may apply when transferring your benefit to a retirement income plan such as the ZABP, please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au/super](http://ato.gov.au/super)

## What happens on death?

The amount paid on death will be your total account balance (plus insurance if you have additional Death cover as a ZSP Optional Protection Benefit), less any fees or taxes that may apply.

For information on what happens on death, how the benefits are paid, and what happens if you do not have a valid binding death benefit nomination in place, please refer to page 28 of this document.

## Terminal illness benefit

You may be eligible to receive your superannuation benefits if you are considered terminally ill. You may also receive advance payment of the insured Death benefit (if you have additional Death cover as a ZSP Optional Protection Benefit please refer to the **"Zurich Superannuation Plan Optional Protection Benefits Information"** document).

## If you become disabled

The Trustee may release your superannuation benefit (which may include a total & permanent disablement (TPD) insurance benefit, if you have additional TPD cover as a ZSP Optional Protection Benefit and meet the definition under the policy), where the Trustee is reasonably satisfied that you are unlikely, because of injury or illness, ever to engage in gainful employment for which you are reasonably qualified by education, training or experience (or you have satisfied another condition of release). If the Trustee is unable to release your benefit, any insurance proceeds will be credited to your account and paid when you meet a condition of release.

# Introducing the Zurich Account-Based Pension

The Zurich Account-Based Pension (ZABP) offers an effective way of receiving your superannuation entitlements as an income stream instead of one lump sum. It is a simple, flexible and convenient way for you to convert your accumulated superannuation into a tax-effective income.

Payments continue until you decide to withdraw your entire account balance as a lump sum, or your account balance is nil (i.e. the underlying capital and investment earnings have been paid to you in full).

Members have a high degree of flexibility with regard to the amount of income paid, frequency of payment and investment options.

## Key Features at a glance

<b>Starting your Plan</b>	<p>Generally you can invest in the ZABP if you are retired and are entitled to a superannuation lump sum (previously known as an Eligible Termination Payment), or if you have superannuation money which is unrestricted non-preserved (ie it is accessible).</p> <p>You can start your account-based pension by investing a minimum single amount of \$20,000.</p> <p>Refer to page 12</p>
<b>Regular payments</b>	<p>You have flexibility in relation to the regular payments you receive. Our payment arrangements include a choice of:</p> <ul style="list-style-type: none"> <li>the total amount you receive annually (subject to a minimum limit set by the Government)</li> <li>frequency of payment (monthly, quarterly, half-yearly or yearly)</li> <li>how you are paid (directly into your bank, building society or credit union account), and</li> <li>which investment option(s) it is paid from and in what proportions (if more than one option is selected).</li> </ul> <p>Regular payments will continue until:</p> <ul style="list-style-type: none"> <li>your account runs out</li> <li>you cash in your investment, or</li> <li>your death.</li> </ul> <p>Refer to page 14</p>
<b>Cashing in</b>	<p>You can cash in part or all of the balance of your account at any time. Tax may also be deducted.</p> <p>Refer to page 15</p>
<b>Death Benefits</b>	<p>In the event of your death, any balance in your account, less applicable taxes and charges, will generally be paid as a lump sum or as a continuing pension to the person you nominate as a binding death benefit beneficiary on the application form (except where a valid reversionary beneficiary has been nominated, in which case the regular payments will continue to be made to the reversionary beneficiary).</p> <p>Taking advantage of the Zurich Binding Death Benefit Nomination feature enables you to nominate who receives what upon your death. This can result in more efficient estate planning and can also prevent any disputes over your death benefits.</p> <p>Refer to page 28 for a summary, or ask your financial adviser for a copy of the <b>Zurich Binding Death Benefit Nomination</b> form.</p>
<b>Extensive Choice of investment options</b>	<p>You can choose from a wide choice of investment options, including single sector and diversified (multi-sector) options, to create an overall investment strategy that suits your needs and goals.</p> <p>For more information on investment options offered in ZABP, please refer to "<b>Zurich Superannuation Plan / Zurich Account-Based Pension Information on investment options</b>" document.</p> <p>Alternatively you can select the 'Automatic Investment Adjuster' option.</p> <p>Refer to page 16 for information on the Automatic Investment Adjuster</p>

<b>Competitive fees and charges</b>	<p>Fees are competitive with other account-based pension plans with similar features. There are:</p> <ul style="list-style-type: none"> <li>Reduced ongoing charges for investments when the Adjusted Investment Amount exceeds \$100,000 and \$250,000 (reduction applies to total investment and not just the portion over threshold)</li> <li>Currently there are no fees for switching between investment options.</li> </ul> <p>Refer to pages 18 to 27</p>
<b>Taxation</b>	<p>Superannuation receives concessional taxation treatment compared to other investments. With the ZABP:</p> <ul style="list-style-type: none"> <li>any tax that may otherwise be due on receipt of a lump sum used to purchase this pension generally can be deferred or reduced</li> <li>you benefit from the fact that there is no tax paid by the Fund on investment earnings</li> <li>you may benefit from imputation credits depending upon your investment option, and</li> <li>regular pension payments may be partially or if aged 60 or more, wholly tax-free.</li> </ul> <p>For details about your individual situation, which may be quite different, you should contact your financial adviser.</p>
<b>Other important information</b>	<ul style="list-style-type: none"> <li>Cooling off period: A 14-day cooling off period applies to your initial investment.</li> </ul> <p>Refer to page 31</p> <ul style="list-style-type: none"> <li>Complaints resolution: We have a complaint handling procedure in place.</li> </ul> <p>Refer to page 35</p> <ul style="list-style-type: none"> <li>Regular reports: You will receive a Welcome Pack when you first invest. We also provide detailed statements at least once a year (Zurich currently issues statements twice a year) and the Annual Fund Report (which is available online) each year. Further information is available on the Zurich website at <a href="http://www.zurich.com.au">www.zurich.com.au</a>.</li> </ul> <p>Refer to page 28</p>

# Starting your Zurich Account-Based Pension

## Who can invest?

Generally you can invest in the ZABP if you are retired and are entitled to a superannuation lump sum (previously known as an Eligible Termination Payment) or if you have superannuation money which is unrestricted non-preserved.

Superannuation lump sums generally include:

- lump sum payments from superannuation funds (usually received when you retire);
- lump sum payments from deferred annuities or approved deposit funds;
- certain lump sum payments from employers, such as unused sick leave, invalidity payments and certain parts of golden handshakes (but not annual leave, long service leave and the tax-free amount of any redundancy or early retirement payments)\*;
- the CGT exempt amount from choosing to apply the small business retirement exemption to the sale of certain business assets;
- lump sum withdrawals or commutations from pensions and annuities purchased with superannuation money.

\* From 1 July 2007 only employer benefit payments paid under a written agreement, legal instrument or workplace agreement in place before 10 May 2006 can be directed into superannuation. You should speak to your financial adviser to assist you in determining your eligibility to direct employer termination payments to your plan.

## What if I don't have a superannuation lump sum?

If you wish to start a ZABP and you do not have a superannuation lump sum or superannuation money which is not preserved, you will need to contribute money into a superannuation account. To make a contribution to superannuation you must first be eligible to contribute. You should speak to your financial adviser about the eligibility conditions.

Alternatively you may wish to contribute via the ZSP. You should consider the ZSP information in this document and the PDS carefully before investing. Note that you can contribute to any complying superannuation fund in order to make a contribution into superannuation before investing into the ZABP.

Once you have made a contribution to superannuation, it can only be transferred to the ZABP if you are eligible, under superannuation law, to access your superannuation money.

If you are eligible to contribute to superannuation, you may wish to use the Retirement Super Consolidator offered by the Trustee under the Zurich Master Superannuation Fund. There is more information on this facility on page 17.

Please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au](http://ato.gov.au), for information on when you can access your superannuation including any caps that may apply when transferring your super to a retirement income plan such as the ZABP.

## What happens if I am transferring money from several sources?

If you wish to consolidate a range of superannuation investments before investing them into the ZABP you may wish to use the Retirement Super Consolidator offered by the Trustee under the Fund.

Alternatively you can choose to transfer money directly into the ZABP and ask us to only establish your account-based pension account when all monies are received. However note that quite often when the monies are coming from more than one source they will arrive at separate times. In this situation any monies paid by you will generally be held in a trust account for one month or until all monies have been received. Please indicate on the application form how many superannuation lump sums you are rolling over directly into the ZABP.

## How to invest

Your investment can only be made by sending the completed application form together with a minimum investment of \$20,000 to Zurich. The application form, cheque and supporting documentation can be lodged with your financial adviser.

Once your application is accepted, you become a member of the Zurich Master Superannuation Fund ('Fund') which is a complying superannuation fund. An individual account is established in your name as part of the Fund. Your investment is used to purchase units in the investment option(s) you choose and is credited to this individual account. The regular payments you receive come from this account.

Alternatively you may select the Automatic Investment Adjuster which automatically adjusts the way your money is invested as you get older (please refer to page 16 for further details).

You can only invest a single amount (although it may be from several sources) in your account-based pension account. If you would like to invest more money later, we are required to set up a separate account-based pension account for you. Please discuss this with your financial adviser.

Given the importance of choosing the right product to suit your individual needs, we recommend you seek specialised financial advice.

## Transfer balance cap

The transfer balance cap applies from 1 July 2017. It is a new limit on the total amount of superannuation that can be transferred into the retirement phase. All your account balances (across all superannuation income stream providers) will be included when working out this amount. It does not matter how many accounts you hold these balances in.

The transfer balance cap will start at \$1.6 million. It will be indexed periodically in \$100,000 increments in line with CPI. The amount of indexation you will be entitled to will be calculated proportionally based on the amount of your available cap space. If, at any time, you meet or exceed your cap, you will not be entitled to indexation.

You should refer to the ATO website, [www.ato.gov.au](http://www.ato.gov.au), for more information on the transfer balance cap including what counts towards the cap and what happens if you exceed the cap.



# Benefits under your Zurich Account-Based Pension

Your benefit is paid to you as a pension and you can make lump sum withdrawals at any time.

Your account balance comprises your contribution and any movements in your account as a result of investment performance, less any money already paid to you, applicable taxes, fees and other costs.

In the event of your death, any balance in your account, less applicable taxes and charges, will generally be paid as a lump sum to the person(s) nominated in a current valid binding death benefit nomination except where a valid reversionary pensioner has been nominated, in which case the regular payments will continue to be made to the beneficiary where the nomination remains valid.

For further information on what happens on death, how benefits are paid, and the types of nominations you can make, please refer to page 28 of this document, under 'What happens on death'.

## Regular income payments

You have the following flexibility in relation to the regular payments you receive:

### The amount you receive

You can choose the total amount you receive each year as a pension, subject to a minimum limit set by the government. This minimum limit depends on your age and your account balance. It is calculated when you initially invest and then each year on 1 July. See page 15 for details about how the limit is calculated.

There are a number of factors you need to take into account when choosing your payment amount. You need to consider such things as how much money you need to live on and how long your money will last. Depending on your age, tax may be withheld from your payments before you receive them. You should seek advice from your financial adviser before choosing this amount.

### How often it is paid to you

You can receive your income payments monthly, quarterly, half-yearly or yearly.

### How it is paid to you

Your money will be paid directly into your Australian bank, building society or credit union account.

## Which investment option it is paid from

If you have invested in more than one investment option you may nominate from which option(s) your income payments are made and in what proportions. If you do not nominate the investment option then payments will be drawn proportionately from each option in which you invested.

You can change any of these choices at any time. There is currently no charge for changing your choices. To the extent that it is not possible to comply with your request to make payments from a particular investment option because the number of units held in that investment option has been reduced to nil, payments will, subject to any other direction by you, be drawn proportionately from each of the other options in which you have invested.

## Payments

When you invest in the ZABP you will usually start receiving your regular income payments immediately. Your ZABP will pay you regular amounts until:

- your account runs out;
- you cash in your investment; or
- you die.

Payments will normally be processed on the payment due date. If Zurich's Head Office is not open for business on that date, payment will be processed on the previous New South Wales business day. This means that payments should generally be available to you on the payment due date. The first payment due date will be (unless otherwise agreed) one payment period from the plan commencement date. The second will be two payment periods from the plan commencement date, and so on.

**Important:** Should your nominated payment date be between the 1st – 7th of the month, your July payment may be delayed until after the 7th. This is due to the Minimum recalculations that are required at the start of each financial year.

If there is tax due on your payments, Zurich will deduct pay as you go (PAYG) tax before paying you your regular income. Where PAYG tax has been deducted, Zurich will provide you with a Payment Summary at the beginning of the financial year showing details of the total PAYG tax deducted. You will need the Payment Summary to assist you in completing your tax return.

## Calculation of minimum payment amounts

The minimum annual payment amount that you can draw each year from your account-based pension is calculated using the following formula:

$$\text{account balance} \times \text{percentage factor}$$

The percentage factors are based on your age at 1 July each year or, with regard to the initial percentage factor, on the date when you first invest in the account-based pension.

Please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au](http://ato.gov.au), for information on the percentage factors that apply. Note that the percentage factors that apply may change each financial year.

## Calculating the pension income at commencement

In the first year that you invest in an account-based pension, your minimum payment level is pro-rated based on the number of days from when you invest to the next 1 July. In subsequent years your minimum payment level is calculated based on your account balance on 1 July multiplied by your applicable minimum percentage factor. The result of these calculations is rounded to the nearest \$10.

**Please note:** If you invest between 1 June and 30 June of any one year, there will be no minimum payment for that financial year.

When completing the application form, instead of specifying a dollar amount per payment, you can elect to receive the minimum payment as calculated above. Note that your selection will apply to the current and following financial years until you nominate an alternative selection in writing. Every 1 July your minimum payment will be recalculated and your payment will be adjusted to the new amount (unless you specified a dollar amount on the application form and the amount specified is above the new minimum amount).

## Cashing in your investment

You can withdraw part or all of the balance of your account-based pension account at any time.

If you decide to make a partial withdrawal (apart from regular income payments) from your account-based pension account the money will be taken proportionally from the tax free component and taxable component. Note that it is not possible to selectively withdraw either the taxable component or the tax free components.

If you make a withdrawal from your account-based pension, the number of units deducted will depend on the unit price at the time of withdrawal of the investment option that you chose to invest in. Refer to the "Zurich

**Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) for more information about how the unit prices are calculated.

Depending on your circumstances there may also be taxation and social security implications, so we recommend that you first receive advice from a financial adviser.

**Please note:** If you decide to withdraw part or all of the balance of your account-based pension account, Zurich is required to ensure that at least the pro-rata amount of the minimum annual income payment has been paid prior to the withdrawal being paid. This pro-rata amount is calculated based on the number of days between 1 July and the date of the withdrawal or, if you request a withdrawal in the same financial year that you invested in your account-based pension account, on the number of days between the commencement date of your investment and the date of the withdrawal.

If the minimum pro-rata amount has not yet been paid at the time of the withdrawal, Zurich is required to make an income payment for the pro-rata amount (or for the difference between the pro-rata amount and the income payments already paid in the period, if the income payments already paid are lower than the pro-rata amount) before the withdrawal can be paid.

## Risks associated with account-based pensions

Despite the advantages, an account-based pension is not always the best option. The benefits you receive will depend on the size of your initial investment and its tax position, your age and other investments or income you might have. Unlike an employer pension or a lifetime annuity, your account-based pension can run out. If your pension payments are greater than the earnings on your investments, your capital will decrease over time.

The minimum pension payment amounts may change.

For risks associated with investing, please refer to page 2 of the Zurich Superannuation and Zurich Account-Based Pension PDS.

To help you decide whether an account-based pension is suitable for you, please consult your financial adviser.

# Automatic Investment Adjuster

If you invest in the ZABP, as an alternative to selecting one or several investment options, you can select the 'Automatic Investment Adjuster'. The Automatic Investment Adjuster feature changes the way your money is invested as you get older. It is designed to ensure that the risk level of your investments reduces over time. (This may mean that the rate of return you receive also reduces). Please refer to the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document for more information on the investment options.

If you choose this feature, Zurich will make the required changes following its annual review on 30 June each year in accordance with your current age group.

## How does the Automatic Investment Adjuster work?

At the time you invest in the ZABP and/or select the Automatic Investment Adjuster, Zurich will invest your money in varying proportions in the range of discretionary multi-sector investment options, the Fixed Interest and Cash options to achieve the required asset allocation in accordance with your age.

The investment options currently used by Zurich for the Automatic Investment Adjuster are listed in the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document.

Note that any externally managed options are not used as part of the Automatic Investment Adjuster option. In order to better achieve the required asset allocations Zurich may change the investment options used for the Automatic Investment Adjuster without notice.

The table below shows how the proportion of money you have in different asset sectors will change over the years.

Age	60 or under	61 to 65	66 to 70	71 to 75	76 or above
<b>Asset allocation of your investment<sup>(1)</sup></b>	<b>Benchmark %</b>	<b>Benchmark %</b>	<b>Benchmark %</b>	<b>Benchmark %</b>	<b>Benchmark %</b>
Shares <sup>(2)</sup>	50	45	35	30	25
Listed Property Securities	4	4	4	–	–
Total Growth assets	54	49	39	30	25
Fixed interest <sup>(3)</sup>	30	35	41	50	55
Cash	16	16	20	20	20
Total defensive assets	46	51	61	70	75

1) The actual asset allocation may vary between yearly adjustments as asset values change

2) Includes Australian and international shares

3) Includes Australian and international fixed interest

You can see how as you get older your money is gradually moved from more volatile and growth investments like shares and property to more secure and stable investments like fixed interest and cash.

You can choose the Automatic Investment Adjuster option at any time and you can cancel it at any time. If you cancel the Automatic Investment Adjuster your investment will be invested at the same asset allocation as at the time of cancellation unless you switch to another investment option(s).

# Retirement Super Consolidator

The Retirement Super Consolidator is designed to allow you to:

- consolidate a range of super investments for a short period of time; and/or
- make a personal non-concessional contribution by investing ordinary savings (if eligible),

before moving your investments to the ZABP.

## Personal 'non-concessional contribution'

If you are still eligible to contribute money to superannuation and you meet the requirements for accessing your superannuation money, you could use some of your ordinary savings to invest in the Retirement Super Consolidator.

## All monies are directed to the ZSP – Cash option

The Retirement Super Consolidator directs all monies to the Cash investment option of the ZSP. The investment objective and strategy of this investment option is the Cash option described in the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document available at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) (refer to Investment Options – Strategy 1 Stable).

Whilst the minimum investment amount for the ZSP is \$2,500 you will need to have accumulated a balance of \$20,000 or more within a 60-day period, before you are able to roll into the ZABP. Transferring monies from the ZSP – Cash option into the ZABP constitutes a withdrawal and generates a Superannuation Lump Sum.

If you use this facility you will receive two different account numbers, one for the ZSP and another when your monies are moved to the ZABP. Upon receipt and deposit of your final investment into the ZSP – Cash option, your investment will be redeemed either immediately or on the date you specify on the Retirement Super Consolidator application form and the monies realised from this redemption will be applied as an investment into the ZABP.

If you specify a date for the establishment of the ZABP, you can only delay the investment into the ZABP for up to 60 days after we have received all nominated superannuation contributions.

Once all superannuation lump sums and contributions have been received Zurich will automatically transfer your investment to your account-based pension. The maximum period of time that you can keep your money in the Retirement Super Consolidator is 60 days after all your nominated superannuation contributions are received.

## Risks of investing in ZSP – Cash option

Zurich agrees to ensure that the unit price of the Cash option will not fall.

Although Zurich agrees to ensure that the unit price of the Cash option will not fall and result in negative returns, the long-term return (i.e. the return over a number of years) of this option may be less than the return from other investment options over the same period.

Given that the Retirement Super Consolidator is only intended to provide a short term solution (maximum 60 days) before the money is transferred to the ZABP we believe that the Cash option is the most likely option to provide security for your capital whilst awaiting monies to be transferred into the ZABP.

For more information regarding the fees and costs refer to the Fees and other costs section of this document starting on page 18. However, the adviser selling you the Retirement Super Consolidator will not receive remuneration for advice and service to you in ZSP – Cash option.

# Fees and other costs

This document shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the superannuation entity as a whole.

Other fees, such as activity fees, advice fees for personal advice and insurance fees, may also be charged, but these will depend on the nature of the activity, advice or insurance chosen by you.

Taxes, insurance fees and other costs relating to insurance are set out in another part of this document.

You should read all the information about fees and other costs because it is important to understand their impact on your investment.

## Did you know?

**Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns.**

**For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30 year period (for example, reduce it from \$100 000 to \$80 000).**

**You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.**

**You or your employer, as applicable, may be able to negotiate to pay lower fees\*. Ask the fund or your financial adviser.**

## To find out more

If you would like to find out more, or see the impact of the fees based on your own circumstances, the **Australian Securities and Investments Commission (ASIC)** website ([www.moneysmart.gov.au](http://www.moneysmart.gov.au)) has a superannuation calculator to help you check out different fee options.

\*As a Choice superannuation plan, your employer cannot negotiate the fees on the ZSP and ZABP.

All fees for the Zurich Superannuation Plan are gross of the tax deduction which Zurich will receive, however as Zurich passes that deduction on to you in the form of a reduced fee, the figure in brackets represent the actual maximum cost that you will be charged.

You can use the information in the following tables, which provides a summary of the fees and costs payable, to compare the fees and costs of ZSP and ZABP with those of other super and pension products.

In addition to the fees and costs charged by Zurich, you can agree with your financial adviser to have member advice fees paid directly from your account. For further information, please refer to the section 'Adviser remuneration' on page 22.

Fees and costs specific to particular investment options are set out in "**Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options**" document, located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP).

Zurich Superannuation Plan										
Type of fee	Amount	How and when paid								
<b>Investment fee<sup>1</sup></b>	Nil There is no fee deducted directly from your account as an Investment fee. Fees relating to the investment may be charged indirectly as a deduction from investment returns and are reflected in the 'Indirect cost ratio' below.	Not applicable								
<b>Administration fee<sup>1</sup></b> (Portfolio Management Charge)	<table border="1"> <thead> <tr> <th>Account Balance</th> <th>Portfolio Management Charge %pa*</th> </tr> </thead> <tbody> <tr> <td>Less than \$100,000</td> <td>1.00% (0.85%)<sup>^</sup></td> </tr> <tr> <td>\$100,000 – \$249,999</td> <td>0.88% (0.75%)<sup>^</sup></td> </tr> <tr> <td>\$250,000+</td> <td>0.59% (0.50%)<sup>^</sup></td> </tr> </tbody> </table> <p>* Based on total account balance. Subject to a minimum charge of \$26.23 (\$22.30) per month.</p>	Account Balance	Portfolio Management Charge %pa*	Less than \$100,000	1.00% (0.85%) <sup>^</sup>	\$100,000 – \$249,999	0.88% (0.75%) <sup>^</sup>	\$250,000+	0.59% (0.50%) <sup>^</sup>	This fee is charged as a percentage of your total account balance at the date of the fee deduction and is deducted by withdrawing units from your investment option(s) monthly (on the same day of the month as the commencement date of your plan) in proportion to the balances in your investment option(s). For further information on the Portfolio Management Charge please refer to page 23.
Account Balance	Portfolio Management Charge %pa*									
Less than \$100,000	1.00% (0.85%) <sup>^</sup>									
\$100,000 – \$249,999	0.88% (0.75%) <sup>^</sup>									
\$250,000+	0.59% (0.50%) <sup>^</sup>									
<b>Buy-sell spread<sup>3</sup></b>	Between nil (buy) / nil (sell) to 0.30% (buy) / 0.30% (sell) depending on the investment option.	A buy/sell spread is the difference between the buy unit price and the sell unit price of an investment option that applies when there is a contribution, withdrawal or switch. It is payable to meet transaction costs (eg brokerage, clearing costs and stamp duty on investment transactions).								
<b>Switching fee</b>	Nil	Not applicable								
<b>Advice fees</b> relating to all members investing in a particular investment option	Nil	Not applicable								
<b>Other fees and costs<sup>2</sup></b>	Refer to the 'Additional Explanation of Fees and Costs' on page 22 for information on other fees and costs that may apply.									
<b>Indirect cost ratio<sup>1#</sup></b> (Investment Management Costs)	Between 0.01% to 1.04% (estimated) per annum of your account balance depending on the investment option.	These amounts are factored into the investment returns of the underlying assets. They are reflected in the daily unit price for each investment option.								

<sup>1</sup> If your account balance is less than \$6,000 at the end of the Fund's income year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded.

<sup>2</sup> You may also incur other fees such as Member Advice Fees, Activity fees for services required in dealing with superannuation benefits under Family Law or requests for the provision of information, and Insurance fees if you elect to be covered under an Optional Protection Benefit. See 'Additional Explanation of Fees and Costs' starting on page 22.

<sup>3</sup> For further information on the investment option specific costs, and buy/sell spreads (as relevant), please see the investment option tables in the "**Zurich Superannuation Plan / Zurich Account-Based Pension – Information on investment options**" document located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP).

<sup>^</sup> This is the actual fee payable after the taxation deduction benefit has been applied that Zurich passes on to you in the form of a reduced fee. Please refer to the section 'The extent to which tax deductions are passed on to you in the form of reduced fees or costs (ZSP only)' on page 27 for further information.

<sup>#</sup> The indirect cost ratio shown is based on information available and (where applicable) estimates as at the date of issue of the PDS. Updates that are not materially adverse will be available on our website, [www.zurich.com.au](http://www.zurich.com.au).

Refer to [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) for the definition of the fees above.

Zurich Account-Based Pension										
Type of fee	Amount	How and when paid								
<b>Investment fee<sup>1</sup></b>	Nil There is no fee deducted directly from your account as an Investment fee. Fees relating to the investment may be charged indirectly as a deduction from investment returns and are reflected in the 'Indirect cost ratio' below.	Not applicable								
<b>Administration fee<sup>1</sup></b> (Portfolio Management Charge)	<table border="1"> <thead> <tr> <th>Adjusted Investment Amount #</th> <th>Portfolio Management Charge %pa*</th> </tr> </thead> <tbody> <tr> <td>\$20,000 – \$99,999</td> <td>0.95%</td> </tr> <tr> <td>\$100,000 – \$249,999</td> <td>0.85%</td> </tr> <tr> <td>\$250,000+</td> <td>0.60%</td> </tr> </tbody> </table> <p># The Adjusted investment amount is your initial investment less any amount withdrawn inclusive of withdrawal fees (if any). Note that regular income payments are not considered as withdrawals. * Subject to a minimum charge of \$22.30 per month.</p>	Adjusted Investment Amount #	Portfolio Management Charge %pa*	\$20,000 – \$99,999	0.95%	\$100,000 – \$249,999	0.85%	\$250,000+	0.60%	This fee is charged as a percentage of your total account balance at the date of the fee deduction and is deducted by withdrawing units from your investment option(s) monthly (on the same day of the month as the commencement date of your plan) in proportion to the balances in your investment option(s).
Adjusted Investment Amount #	Portfolio Management Charge %pa*									
\$20,000 – \$99,999	0.95%									
\$100,000 – \$249,999	0.85%									
\$250,000+	0.60%									
<b>Buy-sell spread<sup>3</sup></b>	Between nil (buy) / nil (sell) to 0.30% (buy) / 0.30% (sell) depending on the investment option.	A buy/sell spread is the difference between the buy unit price and the sell unit price of an investment option that applies when there is a contribution, withdrawal or switch. It is payable to meet transaction costs (eg brokerage, clearing costs and stamp duty on investment transactions).								
<b>Switching fee</b>	Nil	Not applicable								
<b>Advice fees<sup>2</sup></b> relating to all members investing in a particular investment option	Nil	Not applicable								
<b>Other fees and costs<sup>2</sup></b>	Refer to the 'Additional Explanation of Fees and Costs' on page 22 for information on other fees and costs that may apply.									
<b>Indirect cost ratio<sup>1#</sup></b> (Investment Management Costs)	Between 0.01% to 1.04% (estimated) per annum of your account balance depending on the investment option.	These amounts are factored into the investment returns of the underlying assets. They are reflected in the daily unit price for each investment option.								

<sup>1</sup> If your account balance is less than \$6,000 at the end of the Fund's income year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded.

<sup>2</sup> You may also incur other fees such as Member Advice Fees, Activity fees for services required in dealing with superannuation benefits under Family Law or requests for the provision of information. See 'Additional Explanation of Fees and Costs' starting on page 22.

<sup>3</sup> For further information on the investment option specific costs and buy/sell spreads (as relevant), please see the investment option tables in the "Zurich Superannuation Plan / Zurich Account-Based Pension – Information on investment options" document located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP).

# The indirect cost ratio shown is based on information available and (where applicable) estimates as at the date of issue of the PDS. Updates that are not materially adverse will be available on our website, [www.zurich.com.au](http://www.zurich.com.au).

Refer to [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) for the definition of the fees above.

## Examples of Ongoing Fees and Costs – ZSP and ZABP

The following table illustrates the ongoing fees and costs for ZSP and ZABP, excluding any Advice fees, for the different investment options, that is payable based on the various account balance thresholds.

These fees are made up by:

**Administration fees and costs** (Portfolio management charge) + **Indirect costs** (Investment management cost)

The investment options mentioned in the table below may change. Details of the current investment options and their fees are located in "Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options" document.

Investment Option	Account Balance (ZSP) <sup>^</sup> / Adjusted investment amount (ZABP) #					
	Less than \$100,000		\$100,000 – \$249,999		\$250,000+	
	ZSP	ZABP	ZSP	ZABP	ZSP	ZABP
<b>Diversified options</b>						
Capital Stable	1.36%	1.46%	1.26%	1.36%	1.01%	1.11%
Balanced	1.36%	1.46%	1.26%	1.36%	1.01%	1.11%
Managed Growth	1.33%	1.43%	1.23%	1.33%	0.98%	1.08%
Priority Growth	1.30%	1.40%	1.20%	1.30%	0.95%	1.05%
Managed Share	1.32%	1.42%	1.22%	1.32%	0.97%	1.07%
<b>Sector specific options</b>						
Cash	0.86%	0.96%	0.76%	0.86%	0.51%	0.61%
Australian Fixed Interest	1.23%	1.33%	1.13%	1.23%	0.88%	0.98%
Australian Property Securities	1.21%	1.31%	1.11%	1.21%	0.86%	0.96%
Global Property Securities	1.37%	1.47%	1.27%	1.37%	1.02%	1.12%
Australian Value Share	1.31%	1.41%	1.21%	1.31%	0.96%	1.06%
Global Thematic Share	1.32%	1.42%	1.22%	1.32%	0.97%	1.07%
Global Growth Share	1.32%	1.42%	1.22%	1.32%	0.97%	1.07%
<b>Externally managed option</b>						
Colonial First State – Australian Shares	1.93%	2.03%	1.83%	1.93%	1.58%	1.68%

<sup>^</sup>For ZSP only, the net fee is the actual fee payable after the taxation deduction benefit has been applied that Zurich passes on to you in the form of the reduced fee. Please refer to the section 'The extent to which tax deductions are passed on to you in the form of reduced fees or costs' on page 27 for further information about how the net (actual) fee is calculated.

<sup>#</sup>Based on total account balance. Subject to a minimum charge of \$22.30 per month.

<sup>#</sup>The adjusted investment amount is your initial investment less any amount withdrawn inclusive of withdrawal fee (if any). Note that regular income payments are not considered as withdrawals. Subject to a minimum charge of \$22.30 per month.

## Additional explanation of fees and costs

### A. Adviser remuneration

The financial adviser recommending this product to you may negotiate with you the payment of service fees for advice and services provided to you in relation to your interest in the Zurich Master Superannuation Fund, and may also receive commission in respect of any Optional Protection Benefits added to your ZSP.

### Member Advice Fees

You can agree with your financial adviser to have a member advice fee paid directly from your account. These are not fees charged by Zurich for your ZSP and ZABP plan. The member advice fee can be collected as either, or a combination of:

- **Initial member advice fee:** A set dollar amount, or percentage of your account, up to a maximum of 5% of the initial investment (unless prior approval from the Trustee has been obtained for an amount in excess of 5%), deducted as a one-off as agreed between you and your financial adviser.
- **Ongoing member advice fee:** A set dollar amount, or percentage of your account, up to a maximum of

1% pa of the account balance (unless prior approval from the Trustee has been obtained for an amount in excess of 1% pa), deducted from your account on a monthly basis.

- **Additional one-off member advice fee:**
  - Where there is an additional amount invested: a set dollar amount, or percentage of the increase, generally subject to a maximum equivalent to 5% of the additional lump sum or of the annualised increase in the regular contribution.
  - Where there is no additional amount invested: generally subject to a maximum equivalent to 1% of the account balance.
  - Amounts negotiated in excess of the above need prior approval from the Trustee.

Additional fees may be paid to a financial adviser if consulted. Please refer to the Statement of Advice given to you by your financial adviser for details about the applicable fees.

Please note that at Zurich's discretion, we may decline to deduct the relevant member advice fee in circumstances where we consider the fee to be greater than the maximum guidelines in place at the time of your application.

### Adviser remuneration examples:

The following examples illustrate the amount of initial and ongoing remuneration paid to your financial adviser.

**These examples do not take into account your personal circumstances and are intended as an illustration only.** These examples need to be read in conjunction with the information on fees and adviser remuneration and with the Statement of Advice provided to you by your financial adviser.

#### Member Advice Fee

##### Initial member advice fee

Assuming you have an account balance of \$50,000 and have agreed to an initial member advice fee of 5%.  $\$50,000 \times 5\% = \$2,500$

##### Ongoing member advice fee

Assuming you have an account balance of \$50,000 and you have agreed to an ongoing member advice fee of 0.50%  $\text{Account balance} \times 0.50\% / 365 \times \text{no. of days in the month}$   
(30 days for this example)  
 $\$50,000 \times 0.50\% / 365 \times 30 = \$20.55$  per month

#### Remuneration on insurance component (ZSP only)

Assuming that this member is male, turning 43 next birthday and a non-smoker has \$250,000 of Death cover with an annual premium of \$183.96 (based on premium for Superannuation Term Life Plus)

**Level commission:**  
 $27.5\% \times \$183.96 = \$50.59$

**Hybrid commission:**  
 $77\%^{\#} \times \$183.96 = \$141.65$

<sup>#</sup> Year one commission will be 66% for new business from 1 January 2020.

### Remuneration on Optional Protection Benefits\*

If you have added ZSP Optional Protection Benefits to your plan your financial adviser may also receive commission on the Optional Protection Benefits. Your financial adviser will have a choice of an initial commission (as a percentage of the first year's annual premium) of between 0% and 27.5% for the level commission option or between 44% and 77%<sup>#</sup> for the hybrid commission option.

In addition, as a percentage of each subsequent year's annual premium, your financial adviser may receive between 0% and 27.5% pa for the level commission option or between 2% and 22% pa for the hybrid commission option.

Please note the premium debited from your ZSP account already allows for the commission on Optional Protection Benefits. This is not a separate charge to you.

### Alternative remuneration

In addition to the amounts described above, Zurich and dealer groups may pay alternative forms of remuneration to financial advisers or their dealer licensees. It is a requirement that Financial Services Council (FSC) and Financial Planning Association (FPA) members (Zurich is a member of both) record payments of this kind in Alternative Forms of Remuneration Registers.

To obtain a copy of Zurich's Alternative Forms of Remuneration Register, please contact us on 131 551 or visit [www.zurich.com.au](http://www.zurich.com.au). Check with your financial adviser or dealer group if they maintain a register.

### Contact details of person or body with whom negotiable fees or costs can be negotiated

Where fees are stated to be negotiable between you and your financial adviser, you should contact your financial adviser directly. Contact details are shown on the Investment Certificate you receive when joining the plan or are available by phoning Zurich Customer Care on 131 551.

If you are not satisfied with the response you received from the adviser you should contact their Dealer Group or Australian Financial Services Licensee with which they are associated. Dealer Group details can be found on the Financial Services Guide you should have been issued with by your financial adviser.

\*Adviser remuneration shown above is inclusive of GST.

<sup>#</sup> Year one commission will be 66% for new business from 1 January 2020.

### Third party payments

A third party may receive payment from Zurich or your financial adviser on your investment in the products offered in the PDS, e.g. where a third party introduced you to the adviser who assisted you to arrange this plan. It would not be an extra charge to you.

### What fees are charged if you don't have an adviser?

If you do not have an adviser the fees and charges shown in the table on pages 19 and 20 will be payable.

### Member Advice Fee

In agreeing that a member advice fee will be paid from your fund account, you are accepting and agreeing to the following:

- the fee is a fee agreed between yourself and your financial adviser and is deducted under the terms of your membership of the Zurich Master Superannuation Fund and paid to your financial adviser by Zurich Australia Limited;
- we do not have any discretion whether to pay the member advice fee that you have authorised to be paid to your financial adviser except in circumstances where Zurich consider the fee to be greater than the maximum guidelines in place at the time of your application;
- the Trustee does not have any duty to assess the reasonableness of the relevant fee or the quality of the advice;
- it is your responsibility to be satisfied of the reasonableness of the relevant fee and the quality of the advice;
- the Trustee is under no duty to review (either initially or at some later time) the advice given;
- the Zurich Master Superannuation Fund Trust Deed specifically excludes the Trustee from any liability for advice given by an adviser;
- the adviser is not an agent of the Trustee; and
- the fee agreed to represents payment for the provision of superannuation advice in respect of your interest in the Zurich Master Superannuation Fund and does not relate to your investments generally.

Any member advice fee agreed to between you and your financial adviser may be altered or cancelled by you and your financial adviser at any time by written notification to us.

## B. Administration fee (Portfolio Management Charge)

### ZSP (based on your total account balance)

The total account balance at any given time determines the percentage level of the Portfolio Management Charge (PMC) applicable. This single percentage fee rate is then applied to your entire account balance (and not just that portion of your account that exceeds the thresholds indicated in the table on page 19). For example, if your account balance was \$130,000, a net administration fee (PMC) rate of 0.88% (0.75%)\* pa would be applied to your entire account balance at the time of the fee deduction. Note the dollar amount of PMC charged each month will vary in line with variations in your account balance.

### ZABP (based on your adjusted investment amount)

The adjusted investment amount determines the percentage level of the PMC applicable. This single percentage fee rate is then applied to your entire account balance (and not just that portion of your account that exceeds the thresholds indicated in the table on page 20). For example, if your adjusted investment amount was \$130,000, a net administration fee (PMC) rate of 0.85% pa would be applied to your entire account balance at the time of the fee deduction (even if your account balance was lower than \$100,000). Assuming you make no withdrawal (apart from regular income payments which are not considered to be withdrawals) this means that the percentage fee rate (e.g. 0.85%) will remain unchanged for the duration of your account-based pension. However the dollar amount of PMC charged each month will vary in line with variations in your account balance.

## C. Activity fees

### Special request fees

We may charge a fee for the provision of fund information requested by you. We may also charge a fee to cover reasonable administrative costs associated with any request you may make for access to your personal information we hold under privacy laws.

We estimate that the maximum cost for this service will be \$110 per request. The actual fee charged will depend on the type and volume of information requested and will only cover our reasonable expenses in providing this information. Copies of the latest PDS are provided free of charge as are copies of the Trust Deed, Fund Annual Report and audited accounts unless more than one request is made in a twelve month period.

Certain information about your account is available free of charge from [www.zurich.com.au](http://www.zurich.com.au). (Refer to page 35 of this document.)

\*This is the actual fee payable after the taxation deduction benefit has been applied that Zurich passes on to you in the form of a reduced fee. Please refer to the section 'The extent to which tax deductions are passed on to you in the form of reduced fees or costs (ZSP only)' on page 27 for further information about how the net (actual) fee is calculated.

## Family law fees

Fees may be levied for the additional services required in dealing with superannuation benefits under legislation relating to the splitting or flagging of superannuation benefits on divorce. Depending on the transaction, fees may be payable by the member, by the non-member spouse, or split between the two.

We do not currently charge fees associated with the splitting or flagging of superannuation benefits on divorce, however we reserve the right to charge family law fees in the future. If we do exercise our right to charge family law fees, these fees together with any legal costs incurred by the Trustee may be deducted from the relevant member's account and/or the benefit to be paid to the non-member spouse. (Refer to page 33 of this document for information about Family Law Legislation.)

## Cooling-off fees

We may charge a fee covering our reasonable administration and transaction costs where the cooling-off right is exercised by you. (Refer to page 31 of this document.)

## D. Transactional and operational costs

The following transactional and operational costs are additional costs to you (to the extent they are applicable), and are generally met by the buy/sell spread (where charged). A buy/sell spread is the difference between the entry (unit) price and the exit (unit) price of an investment option. It is payable to meet transaction costs (e.g. brokerage, clearing costs and stamp duty on investment transactions) and is allowed for in the unit price. A buy/sell spread of up to 1.00% (depending on the investment option) is generally payable when money is:

- contributed to your investment;
- taken out of your investment, including to pay fees and other costs;
- switched between investment options.

Buy/sell spreads for each investment option are shown in the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document, located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP). These are estimates only and may change in the future.

For example if the entry price for an option is \$1.00 and the exit price is \$0.996, the buy/sell spread you would incur if you invested \$50,000 in units in that option and immediately redeemed those units would be \$200, or 0.40% of the total of your investment. Generally the

buy/ sell spread is retained by the relevant managed fund and applied to defray transaction costs; it is not a fee paid to the fund manager, or Zurich.

Some of the investment options do not currently have a buy/sell spread.

Transaction costs for each investment option:

- that are not recovered through the buy/sell spread; or
- where there is no buy/sell spread,

are borne by all investors in the option and are included in the estimated indirect cost ratio.

Estimates of these amounts are as shown in the **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment options"** document.

## E. Expense recoveries by Zurich or the Trustee

The trust deed for the Zurich Master Superannuation Fund, of which the ZSP and ZABP forms a part, allows the Trustee to be reimbursed for expenses it reasonably incurs in administering the ZSP and ZABP. In addition, the investment life insurance policy invested in by the Trustee allows Zurich to recover expenses it incurs in administering the ZSP and ZABP's assets. See page 26 for details on maximum limits to these expense recoveries by Zurich. There is no limit on expense recoveries by the Trustee. These expenses are incurred through activities such as audit, custody, reporting and systems and other changes needed to comply with laws and regulations. Currently Zurich and the Trustee do not make any additional expense recoveries other than those reflected in the indirect costs, and therefore they are not an additional cost to you.

This arrangement is in place until 30 June 2025 unless Zurich puts an acceptable proposal to the Trustee for consolidation of the fund with another superannuation fund before then. Until that time, such expenses are borne by Zurich in consideration for a portion of a tax benefit arising from the amount by which the Fund's death and disablement insurance costs exceed assessable contributions received for members to whom those contributions relate. The Fund will receive 10% of that tax benefit until 30 June 2020, plus any additional amounts needed to meet operational risk reserve requirements imposed by the regulator that are not funded by the Zurich Group. The Fund's operational risk reserve is used to address unrecoverable losses arising from operational risk events as and when determined by the Trustee in accordance with its established procedure and will be fully funded by 30 June 2020.

Zurich receives the remainder of the tax benefit which it uses to meet the expenses of the Fund and expenses it incurs in administering the ZSP and ZABP's assets under the Fund's investment life insurance policies, and retains the residue (if any) for its own purposes.

## F. Incidental fees

### Direct Debit Charge (ZSP only)

If contributions are paid by direct debit a fee may be charged by your financial institution for each transaction through the direct debit system. Additionally they may charge a separate fee for any direct debit dishonours.

## G. Information about the indirect costs not deducted directly from your account

The indirect costs not deducted directly from your account (Investment Management Costs) are shown in **"Zurich Superannuation Plan/Zurich Account-Based Pension – Information on investment"** document, located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP).

These costs are reflected in the unit price for the relevant option. They include amounts deducted by the investment managers, including ZIM for fees and expenses of running the underlying trusts. Except for the investment options managed by ZIM the amounts are shown gross of tax. For the Zurich options, the amounts are shown both gross of tax and net of the tax deduction that Zurich passes on to you in the form of a lower fee. Indirect costs also include net transaction and operational costs.

The costs shown are an estimate only and are based on the average asset values of the investment options. Various factors including the fees charged by the underlying managers, the impact of timing cash flows into the options, the allocation of assets between different investment managers and changes in the expense of administering the options can affect these costs.

Accordingly, the figures listed may not reflect the actual impact of these costs on your account. These costs do not include the expenses you would incur if you invested directly in the underlying assets yourself.

For the investment options managed by ZIM, an investment management fee is paid out of the Investment Management Costs to ZIM, in its capacity as underlying Investment Manager.

For the other investment options, a fee is paid from the Investment Management Costs to the underlying investment manager(s) used for the option.

The costs will change, and additional costs will apply, if the investment manager(s) of the underlying assets for these options (including ZIM) change their fees or charge additional fees. The investment options may invest in unit trusts managed by ZIM and/or other selected strategic partners or underlying investment managers who may receive part or all of the Investment Management Costs.

You can obtain further information about these deductions by calling Zurich Customer Care on 131 551.

### Performance Fees

In addition to the Investment Management Cost, a strategic investment partner may be entitled to a performance fee where performance of the investment option exceeds agreed benchmarks over a certain period. These fees, where incurred, are part of the indirect cost of the investment option. Refer to the **“Zurich Superannuation Plan and Zurich Account-Based Pension – Information on investment options”** document, in relation to whether performance fees might apply to a particular investment option.

### H. Increases or alterations in the costs and charges

We have the right to change fees and costs without your consent. Should any fees or charges be adjusted, we will generally give members at least thirty days advance notice in writing (except where charges have altered in line with movements in the Consumer Price Index, the estimated indirect costs not deducted directly from your account have changed or the buy/sell spreads have changed). We may waive or reduce the amount or level of fees or charges at our discretion. We reserve the right to change insurance premium rates, or apply a switching fee or other fees in the future. If new laws or changes to existing laws result in Zurich incurring extra costs, the charges under ZSP and ZABP may be increased accordingly.

The following limitations on increases or alterations in charges apply:

- The portfolio management charge (PMC) may be increased by no more than the amounts shown in the table following over the life of this product on at least 30 days’ notice.

ZSP	
Account balance	
Less than \$100,000	2.29% pa (1.95%)*
\$100,000 to \$249,999	2.18% pa (1.85%)*
\$250,000 +	2.00% pa (1.70%)*
ZABP	
Adjusted investment amount	
Less than \$100,000	1.95% pa
\$100,000 to \$249,999	1.85% pa
\$250,000 +	1.70% pa

- The threshold at which the PMC component changes (\$100,000 and \$250,000) as well as the minimum monthly PMC. Increases may apply from 1 April each year and the maximum increase will be the percentage change in the CPI over the 12 month period to the preceding 31 December. The CPI used is the ‘Weighted Average of Eight Capital Cities Index’ published by the Australian Bureau of Statistics. Zurich may decide not to apply this increase in any one year or to apply an increase lower than the CPI increase.
- The Indirect cost ratio, less net transaction costs, for the Zurich investment options may be increased up to 0.82% (0.70%)\* pa on 30 days’ notice in writing.
- The Indirect costs for each investment option may, except for the above limitations, be increased or decreased without notice if the fees and expenses of the underlying managers change or if net transactional and operation costs increase.
- Zurich reserves the right to apply a switching fee in the future, up to a maximum of 2% of the amount switched.
- The amount of expense recoveries Zurich is entitled to recover from the ZSP and ZABP is limited to 0.59% (0.50%)\* pa. As part of this allowance the expenses recovered by Zurich Investment Management Limited from the underlying unit trusts it manages will not exceed 0.47% (0.40%)\* pa of each unit trust’s assets.
- There is no limit on the amount of expense recoveries the Trustee is entitled to recover from the plan subject to applicable laws.

### I. Taxation costs

Where applicable, we may charge certain taxes to your account. Refer to the “How super is taxed” section of the Zurich Superannuation Plan and Zurich Account-Based Pension PDS or to [www.ato.gov.au](http://www.ato.gov.au) for more details on taxation.

All of the fees and costs (excluding adviser remuneration<sup>1</sup>) shown in this document are inclusive of Goods and Services Tax (GST), stamp duty and reduced input tax credits (RITCs) to the extent they are applicable.

Certain fees do not currently give rise to a GST liability. Should this change, the fee debited to the member’s account may be increased for the GST liability, after making allowance for any entitlement to an input tax credit or reduced input tax credit in relation to the relevant fee.

### J. The extent to which tax deductions are passed on to you in the form of reduced fees or costs (ZSP only)

Tax is payable by Zurich on investment earnings in the Fund at a maximum rate of 15%. This tax affects the fees we charge you as Zurich is allowed a tax deduction on fees relating to investments.

The costs shown in this document are gross of the tax deduction (unless otherwise stated). (There is no fee reduction in respect of the ‘Indirect Cost ratio not deducted directly from your account’ for the Zurich externally managed investment options because Zurich does not receive a tax deduction for these investment options). In order to work out the after tax impact of the fee on your account, you should multiply the fee by 0.85 as per the fees shown in brackets immediately after the gross fees. For instance, the portfolio management charge shown in the table on page 19 is 1.00% pa for an account balance up to \$100,000, but the after-tax impact of the fee on your account is 0.85% pa (i.e. 1.00 x 0.85). The ZABP does not receive a 15% tax deduction. Therefore the fees quoted for the ZABP are the amount that members are charged.

Further, an amount of 15% is deducted from assessable contributions to pay contributions tax. However, the Fund is allowed a tax deduction for its insurance costs. That deduction enables it to benefit your account with the tax referable to assessable contributions received for you that are used to pay your insurance costs. Accordingly, no contributions tax is payable to the extent assessable contributions received for you are used to pay your insurance costs. Use of the benefit arising from the tax deduction enjoyed by the Fund for insurance costs referable to non-assessable contributions is explained in Section E on page 25, “Expense Recoveries by Zurich or the Trustee”.

For more information about taxation, please refer to [www.ato.gov.au/super](http://www.ato.gov.au/super)

### K. Insurance costs (ZSP only)

If you add any Optional Protection Benefits to your ZSP, insurance premiums will be deducted from your account. Premiums are deducted when cover commences and each month thereafter by withdrawing units from your investment option(s).

Transactional and operational costs, such as a sell spread, may also apply when units are sold from your investment option(s) to pay insurance premiums. Insurance premiums are in addition to the fees and charges described in the tables earlier in this section. They are generally dependent on a number of factors including age, health, occupation and pastimes.

Following are examples on how the monthly premiums (based on premiums current on the date of issue of this document) may vary:

#### Zurich Superannuation Term Life Plus

- Consider someone turning age 43 next birthday, who has applied for \$250,000 Death cover. The monthly premium is as follows:

Non Smoker		Smoker	
Male	Female	Male	Female
\$15.33	\$11.81	\$36.71	\$24.38

#### Zurich Superannuation Income Protector Plus\*

- Consider someone turning 43 next birthday who has applied for an insured monthly benefit of \$3,000 per month with a 60 day waiting period and benefits to age 65.

Non Smoker		Smoker	
Male	Female	Male	Female
\$51.90	\$84.80	\$67.47	\$110.25

Your financial adviser will provide you with a tailored premium illustration for the particular cover you are applying for. Please also refer to the **“Zurich Superannuation Plan Optional Protection Benefits Information”** document located at [www.zurich.com.au/ZSPandZABP](http://www.zurich.com.au/ZSPandZABP) for further information about insurance premiums.

Additional information can be located in the “Insurance in your super” section of the Zurich Superannuation Plan / Zurich Account-Based Pension PDS.

\* Based on someone working in a professional occupation, and including increasing claims option. Excludes stamp duty.

\* This is the actual fee payable after the taxation deduction benefit has been applied that Zurich passes on to you in the form of a reduced fee. Please refer to the section ‘The extent to which tax deductions are passed on to you in the form of reduced fees or costs (ZSP only)’ on page 27 for further information about how the net (actual) fee is calculated.

<sup>1</sup>Adviser remuneration is subject to GST, Zurich pays the GST on adviser remuneration to the adviser, who pays it to the Australian Tax Office (ATO).

# Other important information

## Regular reports

We will provide you with the following:

- **Welcome pack:**

Sets out your personal information and full details of your investment and includes an Investment Certificate, and information relating to Optional Protection Benefits (if any).

- **Statement:**

**Superannuation** – Shortly after the anniversary of your ZSP, you will be provided with your annual statement. This statement shows member information including account balance, unit movements, and a summary of transactions during the period and preservation details. If in the future the timing of the statement changes, we will notify you of this change.

**Account-Based pension** – At least once a year (Zurich currently issue statements twice a year) Zurich will provide you with a statement. It will show the current account balance and a summary of transactions that have taken place over the year, or the period since the last statement if less than a year.

- **Annual Fund Report:**

Prior to 31 December each year, you will be provided with the Annual Fund Report. The default option for receiving the Annual Fund Report is via [www.zurich.com.au/annualreports](http://www.zurich.com.au/annualreports) where it can be viewed online. You can elect to receive printed copies of the Annual Fund Report free of charge by calling Zurich Customer Care on 131 551. This report sets out general information about the financial and management condition of the superannuation fund and on the Fund's investment performance.

## What happens on death?

### Binding Death Benefit Nomination (ZSP and ZABP)

Where the Trustee has consented to your Binding Death Benefit Nomination, your benefit will be paid as a lump sum or pension\* to the person(s) that you have nominated as long as your nomination remains valid and effective, and has been made in the prescribed manner.

For a nomination to be valid:

- it clearly identifies the proportions in which the death benefit is to be allocated between nominated beneficiaries, if more than one (and total 100 per cent);

- the nomination is made in writing and signed and dated by you in the presence of two witnesses, both of whom are over 18 years of age and are not named as beneficiaries in your nomination;
- the nomination must have been made, or confirmed within 3 years of the your death;
- it complies with any other form and content requirements of the Trustee from time to time; and
- you must not have revoked your nomination.

To make a nomination simply complete the death benefit nomination section of the application for membership, or complete and return the Binding Death Benefit Nomination form available on the Zurich website [zurich.com.au](http://zurich.com.au) or by calling Zurich's Customer Care team on 131 551.

The Trustee can only consent to a nomination in respect of one or more of your dependants (as defined in superannuation law) or a legal personal representative. To remain a valid and effective nomination, a nominated beneficiary must still be a dependant or a legal personal representative at the time of death. If the Trustee has consented to your nomination and that nomination, or a part of it, is no longer valid and effective at the time of payment, the Trustee will not pay the death benefit in accordance with the nomination, or that part of it that is not valid and effective and will, instead, apply the process set out below.

The nomination will cease to be valid and effective if you revoke it, it lapses in prescribed circumstances or you make a new valid and effective nomination.

\*Generally, you may choose for benefits to be paid as a lump sum or as a pension. However, it must be paid as a lump sum if the benefits are payable to your Legal Personal Representative or to a child aged over 18, unless the child is:

- under 25 and financially dependent on you immediately prior to your death; or
- permanently disabled.

Details of any nomination that the Trustee has consented to will be included in your annual statement, however the validity and effectiveness of any nomination is finally determined by the Trustee at the date of death.

Where death benefits are paid to the spouse as a pension, it is important to note it will be added to the spouse's transfer balance account. Please refer to the ATO's website, [www.ato.gov.au](http://www.ato.gov.au), for more information regarding the transfer balance account.

## Definition of Dependant

A Dependant, as defined in superannuation law, includes:

- your current spouse (including de facto spouse) of either gender;
- your children of any age (including adopted children, stepchildren and your spouse's children);
- someone who is financially dependent on you; or
- someone with whom you have an 'interdependency relationship'.

Two people have an 'interdependency relationship' if: criteria in superannuation law is satisfied. This includes:

- they have a close personal relationship;
- they live together; and
- one or each of them provides the other with financial support; and
- one or each of them provides the other with:
  - domestic support and personal care, but not if one of them provides domestic support and personal care to the other under an employment contract or a contract for services or on behalf of another person or organisation such as a government agency, a body corporate or a benevolent or charitable organisation; or
  - support or care of a type and quality normally provided in a close personal relationship, rather than by a mere friend or flatmate;
- two people also have an interdependency relationship if they have a close personal relationship but they do not meet the other requirements of interdependency because:
  - either or both of them suffer from a disability including a physical, intellectual or psychiatric disability; or
  - they are temporarily living apart.

Please note, children aged 18 or more are not considered to be dependants for taxation purposes unless they satisfy the definition of dependant in the superannuation law in some other way. Depending on who you nominate there may be different taxation consequences. You should obtain taxation advice about this, having regard to your personal circumstances.

## Definition of legal personal representative

Your legal personal representative, for the purpose of any distribution of death benefits, usually means the executor of the will or administrator of the estate of a deceased person.

### What if a nominated beneficiary is not your Dependant or your Legal Personal Representative?

In such cases, the portion of the benefit to be paid to that nominated beneficiary will be paid as if there is no valid Binding Death Benefit Nomination.

### No nomination

Where there is no binding death benefit nomination or a binding death nomination has been made but it is ineffective in whole or in part, the Trustee must pay the death benefit (or applicable proportion) in accordance with the trust deed. This generally means that the benefit will be paid to your legal personal representative (which may include an executor named in your Will without a grant of probate where the death benefit is less than \$100,000 or such other probate limit determined by the Trustee from time to time), unless the Trustee:

- has not identified your legal personal representative or a person who has filed an application for grant of probate or letters of administration within 6 months of the Trustee being notified of your death; or
- is notified, by a person that the Trustee considers reasonably qualified to form the view, that your estate (excluding, for this purpose, the death benefit) is insolvent because the estate's assets (excluding, for this purpose, the death benefit payable from the Fund) will be exhausted in meeting the estate's liabilities.

If either of the above apply, the benefit is instead paid to your spouse or, if none, your children (including an unborn child) in equal shares (where there are more than one). If you have more than one spouse at the date of death, the benefit is paid to them in equal shares.

Note that a person is only a 'spouse' or a 'child' if the Trustee is aware of the person's existence and is satisfied of their status as such.

If you have no spouse or children, the benefit is paid to your legal personal representative (even if your estate is insolvent) or, if the benefit is not paid to your legal personal representative, it must be dealt with as unclaimed money under government legislation.



### Making a Binding Death Benefit nomination

For further information on binding nominations, including the nomination form, please ask your financial adviser to provide you with a copy of the Zurich Binding Death Benefit Nomination form. Alternatively a copy of the form can also be obtained by contacting the Zurich Customer Care on 131 551 or through our website at [www.zurich.com.au/bindingnominations](http://www.zurich.com.au/bindingnominations). You should consult your financial adviser for information regarding the nomination of a beneficiary.

You must confirm your nomination every 3 years in order for it to remain valid. You can do this by giving The Trustee a written notice, signed and dated by you, to that effect before it expires, or simply complete the confirmation form we send to you. It is your responsibility to ensure your Binding Death Benefit Nomination is confirmed before it expires.

If you wish to amend your nomination, you need to complete and submit a new binding nomination form which will then completely replace all previous nominations.

### Reversionary pensioner nomination (ZABP only)

Instead of a Binding Death Benefit Nomination, under the ZABP, you can alternatively elect a reversionary pensioner. Your reversionary pensioner must be a Dependant who is eligible to receive a pension (as explained above).

If you elect a reversionary pensioner, in the event of your death, the regular payments will continue to be made to the Dependant you nominate as a reversionary pensioner on the application form and will be added to the surviving spouse's transfer balance account. Note, the value of the reversionary pension benefit will not be applied against the surviving spouse's transfer balance account until 12 months after the death of the member. Please refer to the ATO's website, [www.ato.gov.au](http://www.ato.gov.au), for more information regarding the transfer balance account.

Only one reversionary pensioner can be nominated, who must be nominated when your pension is commenced.

If your reversionary pensioner dies before you, or your reversionary pensioner is not a Dependant (or in the case of a spouse, no longer your spouse) at the time of your death, your nomination will become invalid and the money will be paid as if there is no nomination in place (as explained above).

If payments to the reversionary pensioner have commenced, and the reversionary pensioner subsequently dies whilst still entitled to a pension, the balance of the benefit will be paid as if the reversionary pensioner were a member.

A reversionary pensioner nomination is binding on the Trustee and is irrevocable. This means that you cannot change your decision once you have nominated a reversionary pensioner. The only way to change your nomination is to commute your pension) and then set up a new one.

Making a reversionary pensioner nomination may have taxation and other implications. We recommend you discuss the appropriateness of such a nomination with your financial adviser.

### Important rules applying to the nomination of a reversionary pensioner

You must notify the Trustee if your reversionary pensioner ceases to be your dependant (as defined above) during the payment period of your investment.

Any payment we make to your reversionary pensioner in the event of your death will take into account all payments already made by us to the time of the notification of your death to us. This means that any payment(s) made by us according to the terms of your plan between the date of your death and the date of the notification of your death to us will not be included again in any payment we make to your reversionary beneficiary.

Please refer to one of the following Government websites: [moneysmart.gov.au](http://moneysmart.gov.au), [apra.gov.au](http://apra.gov.au) or [ato.gov.au](http://ato.gov.au) for tax and Social Security information related to the nomination of a reversionary.

### Tax file numbers

Collection, use and disclosure of tax file numbers (TFNs) by superannuation funds is authorised under superannuation law. The Trustee will only use your TFN for purposes authorised by law.

The purposes may change in the future as a result of legislative change. The purposes currently authorised include:

- taxing benefit payments at lower rates than may otherwise apply;
- passing your TFN to the Australian Taxation Office;
- allowing the Trustee to provide your TFN to another superannuation provider if your benefit is transferred to that provider. However, the Trustee will not do so if you advise in writing that you do not want it to be passed on; and

- locating accounts in the Zurich Master Superannuation Fund or, with your consent, consolidating certain accounts within the superannuation environment.

Declining to quote your TFN is not an offence, however, if you do not provide your TFN:

- the Trustee cannot accept contributions made by you or someone on your behalf (other than your employer);
- certain concessional contributions and other amounts may be subject to an additional no-TFN tax;
- you may pay more tax on your superannuation benefits than you have to; and
- it may be more difficult to find your superannuation benefits if you lose contact with your superannuation fund.

As a consequence, the Trustee has determined that it will not accept your application for membership of the Zurich Master Superannuation Fund until you provide your TFN.

### Email / fax transaction option

You can send certain instructions to us by email or fax including:

- withdrawal requests;
- switching requests;
- updating your personal details such as change of address etc.

If you wish to use this option, you must accept the following conditions and tick the appropriate box on the application form. If you do not select this option, we will assume you do not wish to use the email / fax transaction option.

### Conditions

- We will only act on your emailed / faxed instructions where we receive your valid email or fax.
- You bear the risk that a fraudulent email/fax may be sent by someone who knows your account number and has a copy of your signature.
- You agree not to make a claim against us in relation to any payment made by us in response to an email/fax instruction relating to your investment.
- You agree to indemnify us and the Trustee for any reasonable loss or damage that either we or the Trustee may suffer or incur as a result of acting in accordance with any emailed or faxed instruction in relation to your investment.

### Cooling off provisions

After becoming a member of the Fund, you have 14 days from the earlier of:

- the time we confirm your interest in the Fund; or
- the end of the fifth day after the interest in the Fund is issued to you ('cooling off period'),

during which you can cancel your membership of the Fund and have any contributions made refunded.

The amount we refund will be the original amount invested but may be adjusted to take into account:

- any increase or decrease in the value of the investment options;
- any tax or duty that may have been payable; and
- reasonable administrative and transaction costs (if any and excluding the payments of commission or similar benefits).

Amounts received may be subject to preservation and may need to be rolled into another approved fund. Repayment will be at the relevant unit exit price for an investment option. Any Portfolio Management Charge deducted will be refunded. Any premiums paid for insurance may be adjusted to reflect the period for which cover was made available.

If you decide to cancel, your request must be in writing to the Trustee.

### Trustee Privacy Statement

Zurich and the Trustee are bound by the *Privacy Act 1988 (Cth)*. Before providing us with any Personal or Sensitive Information ('Information'), you should know the following information.

When you provide instructions to Equity Trustees Superannuation Limited and/or any related bodies corporate under EQT Holdings Limited ("the EQT Group"), the EQT Group will be collecting personal information about you. This information is needed to admit you as a Member of the Fund, administer your benefits and identify when you may become entitled to your benefits and to comply with Australian taxation laws and other applicable laws and regulations. If the information requested is not provided, the EQT Group may be unable to process your application or administer your benefits, or your benefits may be restricted.

### Use and Disclosure

The information that you provide may be disclosed to certain organisations to which the EQT Group has outsourced functions, or which provide advice to the EQT Group and/or to Government bodies, including but not limited to:

- Organisations involved in providing, administration and custody services for the Fund, the Fund's insurers, accountants, auditors, legal advisers, and/or those that provide mailing and/or printing services;
- In the event that you make a claim for a disablement benefit, the insurer may be required to disclose information about you to doctors and other experts for the purposes of assessing your claim;
- The ATO, APRA, ASIC, AUSTRAC, Centrelink and/or other government or regulatory bodies;
- Those where you have consented to the disclosure and/or as required by law.

### Collection of Tax File Number ("TFN")

The EQT Group are authorised by law to collect your TFN under the Superannuation (Industry) Supervision Act 1993 (Cth). The EQT Group will only use your TFN for legal purposes including calculating the tax on payments, providing information to the ATO, transferring or rolling over your benefits to another superannuation fund and for identifying or finding your superannuation benefits where other information is insufficient.

Under the law, you do not have to supply your TFN but if you do not, your benefits may be subject to tax at the highest marginal rate on withdrawal plus the Medicare Levy.

### Direct Marketing

The EQT Group may from time to time provide you with direct marketing and/or educational material about products and services the EQT Group believes may be of interest to you. Should you not wish to receive this information from the EQT Group (including by email or electronic communication), you have the right to "opt out" by advising the EQT Group by telephoning (03) 8623 5000, or alternatively via email at [privacy@eqt.com.au](mailto:privacy@eqt.com.au).

### Access and Correction

Subject to some exceptions allowed by law, you can ask for access to your personal information. The EQT Group will give you reasons if we deny you access to this information. The EQT Group Privacy Statement outlines how you can request to access and seek the correction of your personal information.

### Privacy complaints

The EQT Group Privacy Statement contains information about how you can make a complaint if you think the EQT Group has breached your privacy and about how EQT will deal with your complaint.

### Trustee's Privacy Policy

The EQT Privacy policy is available at [www.eqt.com.au/global/privacystatement](http://www.eqt.com.au/global/privacystatement) and can be obtained by contacting the EQT Group's Privacy Officer on (03) 8623 5000, or alternatively by contacting us via email at [privacy@eqt.com.au](mailto:privacy@eqt.com.au).

You should refer to the EQT Group Privacy policy for more detail about the personal information the EQT Group collects and how the EQT Group collects, uses and discloses your personal information.

### Zurich's Privacy Policy

For information about Zurich's Privacy Policy, a list of service providers and business partners that we may disclose your Information to, a list of countries in which recipients of your Information are likely to be located, details of how you can access or correct the Information we hold about you or make a complaint, please refer to the Privacy link on the Zurich homepage – [www.zurich.com.au](http://www.zurich.com.au), contact Zurich by telephone on 132 687 or email at [privacy.officer@zurich.com.au](mailto:privacy.officer@zurich.com.au)

### Anti-Money Laundering & Counter-Terrorism Financing Requirements

As a result of anti-money laundering and counter terrorism financing requirements in Government legislation, you may be required to provide proof of identity prior to being able to access your benefits in cash (called "customer identification and verification" requirements).

These requirements may also be applied by the Trustee from time to time in relation to the administration of your superannuation benefits as required or considered appropriate under the Government's legislation. You will be notified of any requirements when applicable. If you do not comply with these requirements there may be consequences for you, for example, a delay in the payment of your benefits.

As a result of the requirements, the Trustee is subject to the supervision of another regulatory body (called AUSTRAC) that has responsibility for the Government's legislation. The Trustee is required to provide yearly compliance reports to AUSTRAC and notify AUSTRAC of suspicious transactions. This may involve the provision of personal information about you to AUSTRAC.

You must not knowingly do anything to put the Trustee or Zurich in breach of the *Anti-Money Laundering and*

*Counter-Terrorism Financing Act 2006* (Cth) (AML/CTF Laws) and/or its internal policies and procedures, rules and other subordinate instruments.

You undertake to notify the Trustee and Zurich if you are aware of anything that would put them in breach of AML/CTF Laws.

If requested, you agree to provide additional information and assistance and comply with all reasonable requests to facilitate the Trustee's and Zurich's compliance with AML/CTF Laws in Australia or an equivalent law in an overseas jurisdiction and/or its internal policies and procedures.

You undertake that you are not aware and have no reason to suspect that:

- the money used to fund the insurance is derived from or related to money laundering, terrorism financing or similar activities (illegal activities); and
- proceeds of insurance made in connection with this product will fund illegal activities.

In making an application pursuant to this Zurich Superannuation Plan and Zurich Account-Based Pension PDS, you consent to the Trustee disclosing, in connection with AML/CTF Laws and/or its internal policies and procedures, any of your personal information as defined in the *Privacy Act 1988* (Cth) we have. In certain circumstances, we may be obliged to freeze or block a payment receipt or benefit payment where it is used in connection with illegal activities or suspected illegal activities. Freezing or blocking can arise as a result of the monitoring that is required by AML/CTF Laws and/or its internal policies and procedures. If this occurs, we are not liable to you for any consequences or losses whatsoever and you agree to indemnify the Trustee and Zurich if they are found liable to a third party in connection with the freezing or blocking of a payment or benefit payment.

The Trustee and Zurich retain the right not to provide services to any applicant that either the Trustee or Zurich decides, in its sole discretion, that it does not wish to supply.

### Information and Terms and Conditions relating to International Automatic Exchange of Information for Tax Purposes and Customer Tax Compliance

In connection with legal and regulatory requirements regarding the International exchange of information for tax purposes, including Common Reporting Standards and U.S. *Foreign Account Tax Compliance Act* (FATCA) and laws and regulations related thereto, we are required to apply certain due diligence procedures to identify the tax residency or tax residencies of certain persons related to the investment.

In order to comply with this obligation, the member and any person entitled to access the cash value, change the beneficiary or perform certain other actions with respect to the investment as described by law (together "Member") must at our request provide us with an accurate self-certification regarding the jurisdiction or jurisdictions in which the Member is a tax resident and, if applicable, respond to our request for documentary evidence and a taxpayer identification number or equivalent as is requested under the relevant regulation.

At our request and based upon an indication that a self-certification of tax residency is required, if it is considered that the most recent self-certification may no longer be reliable or accurate, you must provide within 30 days a (new) self-certification and other supporting documentation.

In accordance with applicable law, we will periodically report certain information about Members, including name and address, date of birth, and financial details relating to their account to the appropriate tax authority/ies or other authority/ies designated by law.

We reserve all rights to take any steps that we deem appropriate, including the right not to execute payment instructions until we have received all information and documentation to our satisfaction, or to cancel the member's account, with immediate effect, in the event that we discover that a Member and/or contractual beneficiary provided an incorrect self-certification, that any other information or documentation provided in connection with identification and due diligence procedures is inaccurate or incomplete or a Member and/or contractual beneficiary did not provide us with a self-certification or other information as requested by us within the response time set out in our request.

Failure to fully respond to our request within the time period may still result in the reporting of information about the Member and/or contractual beneficiary to the appropriate tax authority or other authorities.

### Family Law Legislation

The *Family Law Act 1975* allows for superannuation benefits to be split between you and your spouse in the case of divorce.

Splitting superannuation under these provisions may affect our superannuation components and may have tax consequences. We therefore recommend that you seek professional advice to determine how splitting your superannuation may impact you. You should also seek professional advice on the impact of these provisions if you have a binding nomination of beneficiary in place, as the provisions can negate the effect of that nomination.

Under these provisions the Trustee may be required to provide certain information about a member's benefit to certain 'defined' persons and in some instances without notifying the member of the enquiry.

Fees may be levied for the additional services required in dealing with your superannuation benefits under these provisions. These are outlined on page 24 of this document.

### Transfers to an Eligible Rollover Fund (ZSP only)

Where one of the following occurs, a Fund member's benefit may be transferred to an Eligible Rollover Fund ("ERF"):

- the benefit is immediately payable, and we have not been provided with instructions for payment within 90 days from the date the benefit became payable;
- we have lost track of the member (this is usually when we believe a member has not received at least two consecutive statements from Zurich);
- the member does not meet the relevant plan's minimum account balance;
- the member is inactive and has a balance of under \$1,000;
- members in respect of whom their account balance in the Fund is identified as being an 'accrued default amount' as defined in the Superannuation Industry (Supervision) Act for a period of more than 3 months; or
- the member has engaged in activity which could result in, or has resulted in, financial detriment to other Fund members or beneficiaries ("misconduct").

Superannuation law also allows the Trustee to determine other transfer circumstances.

The Zurich Master Superannuation Fund's nominated ERF is AUSfund. Where we intend to transfer your benefits to AUSfund, we will provide you with prior notification. If your benefits are transferred:

- you will no longer be a member of the Zurich Master Superannuation Fund and all associated benefits such as insurance (if any) will cease;
- you will instead become a member of AUSfund;
- AUSfund will invest your benefit using a default investment strategy without knowing whether it is appropriate to your needs;
- AUSfund will have a different fee structure;
- AUSfund will not provide death or disablement insurance benefits and any binding death benefit nomination in place will no longer be enforceable.

If you are transferred to the AUSfund, you may request access to, or correction of, any personal information held by AUSfund by writing to AUSfund's Privacy Officer.

#### AUSfund can be contacted at:

AUSfund Administration  
PO Box 543, Carlton South VIC 3053

Phone: 1300 361 798

Fax: 1300 366 233

Email: [admin@ausfund.net.au](mailto:admin@ausfund.net.au)

Web: <http://unclaimedsuper.com.au//>

### Unclaimed superannuation (ZSP only)

Broadly speaking if we do not transfer your benefit to an ERF, your superannuation benefit may become unclaimed and paid to the Australian Taxation Office (ATO) if you are:

- over 65 years old, haven't made a contribution for the last two years and have been uncontactable by your fund for five years#;
- deceased, haven't made a contribution for the last two years and your fund has been unable to pay the benefit to the rightful beneficiary because they are uncontactable;
- a former temporary Australian resident and it has been six months since you left Australia or since your visa expired;
- entitled to be paid your ex-spouse's super in a divorce and the fund is unable to contact you;
- a lost member\* whose account balance is less than \$6,000;
- a lost member\* whose account has been inactive for 12 months and your fund does not have the information needed to make a payment to you.

You may contact the ATO to claim your benefits should that occur.

For further information about unclaimed superannuation and how to claim, please contact your financial adviser or visit the ATO website, [www.ato.gov.au/super](http://www.ato.gov.au/super).

# Generally, for there to be communication between the fund and the member, it needs to be established that both parties sent and received information. Unfortunately, this does not include where the fund has sent the member their annual statement as the fund is unable to verify if the member actually received the statement.

\* A person may be a lost member if they have not made a contribution in the last two years and the fund receives returned mail from their last known address.

### Inactive low balance member accounts

In addition to the unclaimed superannuation process described above, if you are identified as an "inactive low-balance member account", your benefit may also be transferred to the ATO.

A member's account is considered an inactive low-balance account when the following criteria are met:

- the account balance is less than \$6,000 (at the relevant date)
- we have not received an amount (such as a rollover from another fund or a contribution) for the member within the last 16 months
- we are not owed an amount in respect of the account in the last 16 months
- the member has no insurance cover
- the member has not changed their investment options or insurance in the last 16 months
- the member has not made or amended a binding death benefit nomination in the last 16 months, and
- the member has not made a written declaration to the Australian Taxation Office in the last 16 months that they don't want their super to be transferred to the Australian Taxation Office. Contact us if you would like to make this declaration.

The Australian Taxation Office will try to reunite your super money with an active account you hold elsewhere or you can contact the Australian Taxation Office to find any ATO-held super that belongs to you and nominate that it be paid or transferred to another fund (subject to preservation rules). Further information about unclaimed money payable to the Australian Taxation Office under Federal Government (Unclaimed Money) legislation can be obtained from the Australian Taxation Office website [www.ato.gov.au](http://www.ato.gov.au).

### Enquiries and complaints resolution

Zurich is committed to providing you with high levels of service and has established arrangements for any enquiries or complaints. If you have an enquiry or if you require any further information about your investment or management of the Fund, please contact Zurich Customer Care on 131 551.

The Fund has an established procedure for dealing with member enquiries and complaints. Should you have a complaint regarding your ZSP, ZABP or the Trustee, you should contact Zurich's Customer Service Operations Manager on 131 551. The Customer Service Operations Manager has been authorised by the Trustee to receive all enquires and complaints.

Where possible we will resolve your complaint within 5 business days. However we have 45 days to provide a

response. If we are unable to meet these timeframes, we will provide you with regular updates throughout the process. We may need your assistance in obtaining further information, or if a longer assessment period is required, we will contact you to discuss the process and agree to next steps going forward. Please note that complaints are also subject to a review by the Trustee and in total may take up to 90 days.

We hope that we can resolve your complaint through our Internal Dispute Resolution (IDR) process. However, if you are not satisfied with our response to your complaint or we haven't resolved the complaint within the above timeframes you can raise the matter with the Australian Financial Complaints Authority (AFCA).

Online: [www.afca.org.au](http://www.afca.org.au)

Email: [info@afca.org.au](mailto:info@afca.org.au)

Phone: 1800 931 678

Mail: Australian Financial Complaints Authority  
GPO Box 3  
Melbourne VIC 3001

AFCA is an independent body established by the Commonwealth Government and provides a free dispute resolution to consumers and small businesses for all financial products and services.

**Important:** Although there is no time limit for some complaints to the AFCA, others, such as a complaint about disability or death benefits, must be lodged within a particular time.

For further information regarding the relevant time limits, you should refer to the AFCA website, [www.afca.org.au](http://www.afca.org.au).

### Asking for further information

The Zurich Superannuation Plan and Zurich Account-Based Pension PDS and the incorporated documents including this document, describe the important features of the ZSP and ZABP. You may request further information about the ZSP and ZABP by contacting us at the address or telephone number shown on the back page of this document.

The regulations governing superannuation specify certain information which must be made available. The Trustee will, upon receipt of a valid request make available, free of charge, copies of returns lodged with APRA, a copy of the latest audited accounts, a copy of the relevant provisions of the Trust Deed which apply to a member or the member's benefits, and a copy of the Trustee annual report.

The provision of other information may be subject to a charge.

## About the Trustee

The Trustee of the Zurich Master Superannuation Fund ('the Fund'), of which the ZSP and ZABP forms a part, is Equity Trustees Superannuation Limited which is a Registrable Superannuation Entity Licensee under the *Superannuation Industry (Supervision) Act 1993*. As well as the normal protection available under the Act, the Trustee has indemnity insurance.

As Trustee, Equity Trustees Superannuation Limited will be responsible for the Fund, including:

- ensuring that the Fund complies with the governing trust deed and all regulatory requirements;
- determining the investment objective, strategy and implementation process for the Fund;
- ensuring that the Fund is administered properly and efficiently;
- arranging auditing of the Fund;
- reporting to members;
- lodging annual returns with APRA; and
- lodging tax returns.

## Contacting the Fund

The issuer of the ZSP, ZABP and the Trustee of the Zurich Master Superannuation Fund is Equity Trustees Superannuation Limited. Information on the management, financial condition and further details of the investment performance of the Zurich Master Superannuation Fund is set out in the Annual Fund Report issued by the Trustee. Copies of the current Annual Fund Report are located at [www.zurich.com.au/annualreports](http://www.zurich.com.au/annualreports). Printed copies are available on request, free of charge. Should you require further details about the Fund, please contact your financial adviser or the Trustee.

The Trustee can be contacted by phoning Zurich Customer Care on 131 551 Monday to Friday, or by writing to:

### The Trustee

Zurich Master Superannuation Fund  
Locked Bag 994  
North Sydney NSW 2059

## The Trust Deed

The ZSP and ZABP are governed by the Zurich Master Superannuation Fund trust deed (the 'Trust Deed'). The Trust Deed is consistent with superannuation law and sets out the rights and obligations of the Trustee and the members of the Fund.

The Trustee must administer the Fund in accordance with the Trust Deed and the law generally. If there is any inconsistency between the Trust Deed and the

information in the PDS or incorporated documents, the Trust Deed will prevail.

The Trust Deed contains provisions dealing with, among other things, the following matters:

- appointment and removal of the Trustee and its powers;
- amendment to the Trust Deed;
- employers' rights;
- members' rights to benefits;
- the Trustee's rights of indemnity and exemption from liability;
- transfers to and from other acceptable superannuation vehicles.

A copy of the Trust Deed is available for viewing, or sent free of charge upon request by contacting Zurich Customer Care on 131 551 or by visiting our website, [www.zurich.com.au](http://www.zurich.com.au). The information in this document summarises some of the Trust Deed.

## Relationship between the Trustee and some service providers to the Fund

The Trustee currently invests the Fund's assets in master insurance policies issued by Zurich. Zurich arranges for the provision of management, investment and administration services to the Fund and may receive fees for provision of these services.

Zurich Investment Management Limited ('ZIM' or 'Zurich Investments') (AFSL 232 511), a subsidiary of Zurich Financial Services Australia Limited, provides management and investment services to Zurich from time to time in relation to some of the investment options available through the ZSP and ZABP and the investments made by the underlying master insurance policies used for ZSP and ZABP. ZIM currently receives no fees from the Fund. However, ZIM does receive fees from Zurich for these services. These fees are not separately charged to the Fund. Zurich reserves the right to change service providers used in relation to the ZSP and ZABP without prior notice to you. If we choose to change any service provider used from time to time, we will notify members of the change through our website [www.zurich.com.au](http://www.zurich.com.au).

The Trustee undertakes that it will not deal with service providers to the Fund who are associates of the Trustee more favourably than it would deal with any other independent service providers.

The Trustee advises you that under the law, where the Trustee invests money of the Fund, it must deal with the other party to the investment transaction at arm's length or on arm's length terms.

# How to contact us

## Enquiries and policy administration

The team at Zurich Customer Care understands your product. Our people are well equipped to answer questions about the product and provide extra information. Please contact Zurich Customer Care in the most convenient way for you:



131 55



[client.service@zurich.com.au](mailto:client.service@zurich.com.au)



Locked Bag 994  
North Sydney NSW 2059



[www.zurich.com.au](http://www.zurich.com.au)

You can also contact your adviser especially if you need financial advice.

## Online access through My Zurich

For up to date information relating to your Zurich Superannuation Plan or Zurich Account-Based Pension you can access *My Zurich* via the Zurich website, [www.zurich.com.au](http://www.zurich.com.au).

Once you register for *My Zurich* you can access current information relating to your account. Through *My Zurich* you can quickly and easily, any time of the day, perform the following functions:

- view your account balance and transaction history;
- view any statements or transaction confirmations that have been sent to you;
- track your investment performance;
- review insurance benefits;
- update some of your personal details.

You can also access general information relating to Zurich products through the Zurich website including unit prices, performance reports and investment articles.

To register for *My Zurich* you will need to have your Zurich Superannuation Plan or Zurich Account-Based Pension policy number which will be provided to you with your Welcome Pack.

**Equity Trustees Superannuation Limited**  
ABN 50 055 641 757, AFSL 229757, RSE L0001458  
Level 1, 575 Bourke Street Melbourne VIC 3000

**Zurich Australia Limited**  
ABN 92 000 010 195, AFSL 232510  
5 Blue Street North Sydney NSW 2060

**Zurich Customer Care**  
Telephone: 131 551 Facsimile: 02 9995 3797  
[www.zurich.com.au](http://www.zurich.com.au)

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The issuer of the Zurich Superannuation Plan (SPIN ZUR0473AU) and the Zurich Account-Based Pension (SPIN ZUR0469AU) is Equity Trustees Superannuation Limited ABN 50 055 641 757, AFSL 229757 who is the Trustee of the Zurich Master Superannuation Fund ABN 33 632 838 393, SFN 2540/969/42.

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