

Termination/Change of Employment Advice

If any employee who is a member of Maritime Super terminates employment, changes the basis of employment (e.g. from permanent to casual) or nominates another fund for SG contributions, you must complete this form and return it to Maritime Super by fax or mail no later than the end of the week after that date.

Complete, sign and return this form by **fax to (02) 9261 3683**.

Alternatively, you may post this form to Maritime Super, Locked Bag 2001, QVB Post Office NSW 1230.

Employer Details

Employer's Business Name

Registered Address

Contact Name

Position

Maritime Super Employer ID

Email Address

Phone Number

Employee's Details

Surname

Given Names (in full)

Date of Birth

 / /

Member Number

Payroll Number

Address

Employee's Termination, Change of Employment or Choice of Fund Details

1. For employees who have terminated employment:

Date of termination of employment

 / /

Reason for Termination - please tick (✓) one:

Early retirement (aged 55-65)

Retirement (on or after age 65)

Redundancy

Death → Please provide contact details for legal personal representative or next of kin

Resignation (including dismissal)

Resignation on medical grounds (specify the date that the employee last physically worked in any capacity)

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Transfer to another employer

(name of employer)

Note that that the reason for termination may affect the member's eligibility for insured benefits. Refer to the Fund's Trust Deed for more information.

2. For employees who have changed the basis of their employment (e.g. from permanent to casual)

Date changed employment basis

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Change to:

Full Time

Part Time

GWE

Casual

3. For employees who have elected another fund for the SG contributions

Date elected another fund for SG contributions

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Name of Fund

Final Contribution Details

Last contribution for pay week ending

 / /

Last contribution to be made to Maritime Super on

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Employer's Authorisation – note that this form MUST be signed by an Authorised Officer of the employer

Authorised Officer's Signature

Name

Date

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Privacy information and consents

Personal information is collected from or in respect of you (and your employees) to enable Maritime Super to administer your employees' benefits. If you do not supply the required information, we may not be able to do so (and may be unable to action your requests). We may disclose this personal information to a number of parties, such as the administrator of the Fund, your employee(s) or employer(s), Maritime Super's professional advisers, insurer(s) and service providers, as required by law and/or as authorised by you. You may be entitled to gain access to personal information we may have on file in respect of you. If you wish to obtain access or have a complaint, please contact Member Services on 1800 757 607.