

Voluntary Contributions

This form is to be used to instruct your Payroll Office to:

- deduct regular voluntary contributions from your salary
- make regular contributions on your behalf into your spouse's Maritime Super account
- make regular contributions on your behalf into any other person's Maritime Super account (e.g. into your child's account); or
- discontinue or change existing regular voluntary contributions.

If you wish to change your compulsory contribution arrangements, please complete the *Compulsory Contributions form*.

If you wish to make a one-off contribution, please complete the *Deposit form*.

Please complete and sign this form and return to your PAYROLL OFFICE – do not return to Maritime Super

Your Personal Details

Membership Category

Stevedores division

Seafarers division

Maritime Super division

Member Number

Title (Mr/Mrs/Ms/Miss etc)

Gender

Male

Female

Surname

Given Names

Employer Name

Payroll Number (if applicable)

Voluntary Contributions

Please tick (✓) the appropriate option(s) and enter the contribution amount below. Note that this instruction will replace any existing voluntary contribution instruction with your current employer.

I wish to make voluntary contributions of \$ * per week* OR % of salary or wages

I wish to pay my voluntary contributions as:

Salary sacrifice (before tax)

OR

After-tax

(if no option is selected, your contributions will be made after-tax).

AND/OR

I wish to make after-tax contributions – to another person's Maritime Super account (e.g. an account established for your spouse or child)

(Deduct voluntary after-tax contributions from my salary or wages and pay to the following Maritime Super account)

\$ per week* OR % of salary or wages

Recipient's Member Number

Recipient's Name

Type of account

Spouse

Child

Other (default if no option is selected)

OR

Please discontinue all voluntary contributions deducted from my salary

(changes to voluntary contributions may take several weeks to be reflected in your pay)

* Not available to Teekay Accumulation, Trident Accumulation or Accumulation Advantage members for whom voluntary contributions can only be defined as a percentage of salary or wages.

Member's Declaration

I instruct my employer to deduct amounts from my before- or after-tax salary or wages and remit the amount to Maritime Super, or cease deductions from my salary or wages, in accordance with this instruction.

Member's Signature

Date

 / /

EMPLOYERS: PLEASE REFER TO THE EMPLOYER INSTRUCTIONS OVERLEAF.

EMPLOYER INSTRUCTIONS

When remitting contributions to Maritime Super in accordance with the Member's instructions, you must remit the amount under the name and Member Number of the person/member who is receiving the contribution.

Unless your Contribution Remittance Advice incorporates columns or fields for employees to contribute on behalf of other members (and describes the relationship of the contributor with that member), you should list the recipient of the contribution (by name and Member Number) on your Contribution Remittance Advice to ensure that amounts are allocated to the correct member.

Additionally, the Trustee of Maritime Super needs to know if a contribution is made by a member's spouse, parent or another person - if you are unable to incorporate this instruction on your Contribution Remittance Advice, you will need to provide a standing instruction for the Trustee on the type of contribution you are remitting.

Direct Deposit Instructions

Contributions can be sent by cheque or deposited as follows:

	Stevedores division	Seafarers and Maritime Super divisions
Name of Institution	National Australia Bank	National Australia Bank
Account Name	Maritime Super	Maritime Super
BSB	083-001	083-001
Account Number	17-072-2401	57-954-3660
Reference	Your Company name and your Maritime Super Employer ID	Your Company name and your Maritime Super Employer ID

Please note that the allocation of the contribution may be delayed if you do not provide the required information.

BPAY Instructions

Maritime Super is committed to making life as simple as possible - that's why we offer **BPAY** as an option for making contributions. **BPAY** lets you streamline your superannuation administration by paying contributions online or over the phone.

How to get started

If you'd like to make contributions by **BPAY**, contact Member Services on 1800 757 607 - we'll set you up and provide all of the information you'll need to start making payments by **BPAY**.

How to make contributions by **BPAY**

Once you've received your Reference Number, making contributions couldn't be easier:

1. log in to your internet banking site or call your banking service
2. simply quote the **BPAY** Biller Code and the Customer Reference Number (CRN) for the type of contribution you wish to make; and
3. enter the contribution amount.

Please ensure that you return a copy of this form to us so that we can allocate the contributions correctly once we've received your **BPAY** payment.