

Change of member details



Please complete each section as required and sign the declaration

OFFICE USE ONLY

Step 1 Provide your existing member details

Please fill in all details to help us identify your account

HOSTPLUS membership number (if known)

Date of birth

Phone number

Title

Given name(s)

Mobile number

Surname

Address

Suburb

State

Postcode

Email

If you'd like to change your personal details, proceed to Step 2. Or to change your preferred beneficiary(ies), proceed to Step 4.

Don't forget to sign the form over the page.

Step 2 Provide your new details (if required)

Change my contact details to:

Address

State

Postcode

Change my email address to:

Change my phone number to:

Phone number (home)

Phone number (work)

Mobile number

Change my name to:

Title

Given name(s)

Surname

Important: For your change of name to be registered on our records you must provide documents listed in Step 3.

Step 3 Attach certified documentation (if applicable)

Changing your name or date of birth?

If you are changing your name or date of birth please attach a certified copy of one of the following as applicable:

- marriage certificate
- deed poll
- certificate to change name, or
- divorce certificate.

In addition to supplying one of the above, please also attach certified copies of any **two** of the following:

- current bill (eg. power bill) showing your present address
- birth certificate
- bank statement
- marriage certificate (if not used already)
- driver's licence
- passport.

If you're changing your name, all documents need to state the name you're now using.

How to certify a copy of a document

- Step 1** Make a copy of the original document/s. All copies must be clear and legible before certifying.
- Step 2** Take the original identification document and a photocopy of both sides of the original document to an authorised person. We are unable to accept certification on the reverse side of the photocopied document.

The authorised person must:

- Write in English on the photocopies: 'This is a true and correct copy of the original.'
- Write their name, address, occupation, business hours telephone number and registration number (if applicable) and sign each photocopy.

Who can certify documents

- chiropractor
- dentist
- nurse
- registered medical practitioner
- pharmacist
- psychologist
- veterinary surgeon
- legal practitioner, who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia

- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- bank officer with 2 or more continuous years of service
- chief executive officer of a Commonwealth court
- finance company officer with 2 or more years of continuous service
- judge of a court
- Justice of the Peace
- magistrate
- member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- minister of religion
- notary public
- officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more years of continuous service with one or more licensees
- permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public
- police officer
- Registrar, or Deputy Registrar, of a court
- teacher employed on a full-time basis at a school or tertiary education institution.

Step 4 Change of preferred beneficiary(ies)

You can nominate more than four beneficiaries by attaching extra names to this form. You are able to nominate dependents (ie. spouse, child, financial dependent, interdependent) or your legal personal representative as the person(s) you would prefer to receive your superannuation benefits in the event of your death. Under the HOSTPLUS trust deed the trustee decides who receives your death benefit. However, the trustee will consider your nomination and other information on dependents obtained when any claim is lodged.

Change my preferred nominated beneficiary(ies) to:

1. Given name	Middle initial(s)	Surname	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Nature of relationship <i>eg. spouse, child, etc</i>			Share %
<input type="text"/>			<input type="text"/>
2. Given name	Middle initial(s)	Surname	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Nature of relationship <i>eg. spouse, child, etc</i>			Share %
<input type="text"/>			<input type="text"/>
3. Given name	Middle initial(s)	Surname	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Nature of relationship <i>eg. spouse, child, etc</i>			Share %
<input type="text"/>			<input type="text"/>
4. Given name	Middle initial(s)	Surname	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Nature of relationship <i>eg. spouse, child, etc</i>			Share %
<input type="text"/>			<input type="text"/>
			Total %
			1 0 0

Step 5 Sign the declaration

- I hereby certify that the information supplied on this form is true and correct.
- I consent to HOSTPLUS collecting, using, storing and disclosing the information supplied by me for the purposes of administering my membership in accordance with the HOSTPLUS Privacy Policy.*

*Your personal information will not be used or disclosed for any other purpose without your consent, except where required by law. You are able to gain access to this information. For more information on privacy or to obtain a copy of our privacy policy, visit hostplus.com.au or call us on 1300 HOSTPLUS (1300 467 875).

Signature

Date

 / /

Each application must have your original signature on it. Faxed, scanned or photocopied signatures cannot be processed.

IMPORTANT: PLEASE DON'T SEND ORIGINAL IDENTIFICATION DOCUMENTS TO HOSTPLUS

If you have any questions: Call 1300 HOSTPLUS (1300 467 875), 8am to 8pm weekdays, fax 1800 HOSTPLUS (1800 467 875), visit hostplus.com.au or email info@mail.hostplus.com.au. When you have completed this form please send it to: HOSTPLUS Reply Paid 84069 Carlton South VIC 3053.