

# Build your savings while you work, and look forward to a better retirement.

Your Guide to what is included in the MLC MasterKey Super & Pension **Fundamentals Product Disclosure** Statement (PDS)



#### 1. Product Guide

Information on your MLC MasterKey Super & Pension **Fundamentals** accounts.



#### 2. Investment Menu

Information you need to decide which investment options best suit your financial goals.



#### 3. Super **Fundamentals Application Form**

Application form for MLC MasterKey Super Fundamentals.



#### 4. Pension **Fundamentals Application Form**

Application form for MLC MasterKey Pension Fundamentals.



#### 5. Application to Transfer Form

Application to move your existing account to MLC MasterKey Super Fundamentals or MLC MasterKey Pension Fundamentals.



#### 6. Application to **Transfer Pension Benefit Form**

Application to transfer benefits between your existing MLC MasterKey Pension Fundamentals and MLC MasterKey Super Fundamentals accounts.



For more information, call MLC from anywhere in Australia on 132 652 or contact your adviser.

#### Postal address:

MLC Limited, PO Box 200 North Sydney, NSW 2059 Website: mlc.com.au Fax: (02) 9964 3334



# Supplementary Product Disclosure Statement (SPDS)

This SPDS supplements and should be read together with the Product Disclosure Statement (PDS) dated 28 April 2010 and replaces the previous SPDS dated 6 June 2011.

Page numbers refer to the page reference in the Product Guide and Investment Menu dated 28 April 2010.

## **Changes to the Product Guide**

#### **Changes to Management costs**

The following table shows the Management costs from 1 February 2012. This table replaces the one on pages 14 and 15 of the Product Guide.

These fees apply to your combined super and pension accounts.

Type of fee or cost	Amount		How and when paid		
Fees when your money moves in or out of the fund					
Establishment fee	Nil.		There is no Establishment fee.		
The fee to open your investment.					
Contribution fee The fee on each amount contributed to your investment.  – either by you or your employer.	Nil.		There is no Contribution fee.		
Withdrawal fee The fee on each amount you take out of your investment.	Nil.		There is no Withdrawal fee.		
Termination fee	Nil.		There is no Termination fee.		
The fee to close your investment.					
Management costs					
The fees and costs for managing	Administration fee		The Administration fee is deducted		
your investment.	Account balance First \$200,000	Percentage fee (% pa)	monthly from your account on the anniversary of its commencement (or the date specified by you).		
	Next \$600,000	0.25	The Percentage fee is calculated using		
	Remaining balance over \$800,000	0.20	your average super and pension account balance for the previous month.		
	Plus A fee of \$2.50 per week if your account balance is below \$50,000 when the Administration fee is deducted.		<ul> <li>The new fee structure will apply to the Administration fee deducted from 1 February 2012.</li> <li>The maximum Administration fee you may pay is \$3,500 pa.</li> <li>The Administration fee may be increased by MLC with 30 days prior notice to you.</li> <li>Under current arrangements the Percentage fee can't exceed 2.56% pa.</li> </ul>		

Type of fee or cost	Amount	How and when paid			
Management costs	Management costs				
The amount you pay for specific investment options is shown in the Investment Menu.	Investment fee Ranges from 0.25% pa to 4.03% <sup>1</sup> pa.	<ul> <li>Actual fee depends on the investment option chosen (see Investment Menu).</li> <li>Reflected in the unit price for each investment option.</li> <li>Varies as investment costs change.</li> <li>No maximum.</li> </ul>			
Service fees <sup>2</sup>					
Investment switching fee The fee for changing investment options.	Nil.	There is no Investment switching fee.			

<sup>1</sup> This includes a performance fee of 2.83%.

#### We're removing the Fee refund (page 16)

As part of the change in fee structure on 1 February 2012, we're removing the MasterKey Fee Refund. However, we'll continue to include your MLC MasterKey Super & Pension Fundamentals account balances in your MLC MasterKey portfolio value to help you qualify for the fee refund on other MLC MasterKey accounts you or your family may hold.

#### Example of annual fees and costs for a balanced investment option

On 1 February 2012, this table replaces the table shown on page 15 and gives an example of how the new fees and costs in the balanced investment option for this product can affect your superannuation investment over a one year period. You should use this table to compare this product with other investment products.

Example – MLC Horizon 4 – Balanced Portfolio		Balance of \$50,000 with total contributions of \$5,000¹ during the year	
Contribution fees	0%		For every \$5,000 you put in, you'll be charged \$0.
Plus Management costs:			And, for every \$50,000 you have in the fund you will be charged
Administration fee	0.40% x \$50,000 \$200 0.70%² x \$50,000 \$350		\$550 each year.
Investment fee			
Equals Cost of fund		If you put in \$5,000 during a year and your balance was \$50,000, then for that year you will be charged fees of: \$550 <sup>3</sup>	
		What it costs you will depend on the investment option you choose and the fees you negotiate with your fund or financial adviser.	

<sup>1</sup> If there have been no investment gains or losses during the year and the contribution was made on the last day of the year.

#### Varying your fees

We may vary our fees, costs or fee discounts and we'll give you 30 days notice if it negatively affects you. The only exceptions are for investment fees, which vary daily with investment costs, government taxes and charges.

<sup>2</sup> Other Service fees may apply. Refer to the Additional explanation of fees and costs section on page 16 in the Product Guide for further information.

<sup>2</sup> The Investment fee for MLC Horizon 4 – Balanced Portfolio is 0.70%.

<sup>3</sup> Additional fees may apply: Establishment fee – \$0 And, if you leave the fund early, you may also be charged withdrawal fees of 0% of your total fund balance.

## **Changes to the Investment Menu**

#### **Changes to Investment fees**

MLC investment options (pages 11 to 20)

The following table shows the Investment fees for MLC investment options from 1 February 2012. These fees vary as investment costs change.

Investment option	Indicative investment fee (% pa)
MLC Horizon 1 – Bond Portfolio	0.52
MLC Horizon 2 – Capital Stable Portfolio	0.60
MLC Horizon 3 – Conservative Growth Portfolio	0.65
MLC Horizon 4 – Balanced Portfolio	0.70
MLC Horizon 5 – Growth Portfolio	0.73
MLC Horizon 6 – Share Portfolio	0.77
MLC Horizon 7 – Accelerated Growth Portfolio	1.00
MLC Long-Term Absolute Return Portfolio	1.50
MLC Cash Fund	0.25
MLC Index Plus Conservative Growth Fund	0.38
MLC Index Plus Balanced Portfolio	0.40
MLC Index Plus Growth Portfolio	0.42
MLC Diversified Debt Fund	0.50
MLC Property Securities Fund	0.67
MLC Global Property Fund	0.87
MLC Australian Share Fund	0.73
MLC Australian Share Growth Style Fund	0.78
MLC Australian Share Value Style Fund	0.78
MLC IncomeBuilder	0.72
MLC Global Share Fund	0.85
MLC Hedged Global Share Fund	0.90
MLC Global Share Growth Style Fund	0.90
MLC Global Share Value Style Fund	0.90

Investment fees are variable and may change from time to time. For the latest Investment fee charged, please refer to the Fund Profile Tool on mlc.com.au

Investment options not managed by MLC (pages 21 to 35)

The following table shows the Investment fees from 1 February 2012 for the investment options not managed by MLC.

Alphinity Wholesale Concentrated Australian Share Fund¹         0.95           Armhem Australian Equity Fund         0.76           Ausbil Australian Emerging Leaders Fund¹         1.30           AXA Wholesale Global Equity - Value Fund         1.01           BlackRock Global Allocation Fund¹         2.00           BlackRock Global Small Cap Fund (Unhedged)         1.15           Fairview Equity Partners Emerging Companies Fund¹         4.03           Investors Mutual Australian Share Fund         0.92           Legg Mason Property Securities Trust         0.72           Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund¹         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.85           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         0.86           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           PM CAPITAL Absolute Performance Fund¹         0.77           Patinum International Fund	Investment option	Indicative investment fee (% pa)	
Ausbil Australian Emerging Leaders Fund¹ 1.30  AXA Wholesale Global Equity – Value Fund 1.01  BlackRock Global Allocation Fund¹ 2.00  BlackRock Global Small Cap Fund (Unhedged) 1.15  Fairview Equity Partners Emerging Companies Fund¹ 4.03  Investors Mutual Australian Share Fund 2.92  Legg Mason Property Securities Trust 2.072  Lodestar Australian Strategic Share Fund¹ 3.03  MLC Capital International Global Share Fund 4.03  MLC-Platinum Global Fund (only available to current investors in this Fund) 5.72  MLC-Platinum Global Fund (only available to current investors in this Fund) 6.73  MLC-Vanguard Australian Share Index Fund 7.74  Northward Capital Australian Equity Trust¹ 7.75  Pengana Asian Equities Fund¹ 7.76  Perennial Value Shares Wholesale Trust 7.76  Perpetual Wholesale Australian Fund 7.76  Perpetual Wholesale Smaller Companies Fund No. 2  Perpetual Wholesale Smaller Companies Fund No. 2  Platinum Asia Fund 7.76  Platinum International Fund 7.77  T. Rowe Price Global Equity Fund 7. Rowe Price Global Equity Fund 8. Auguard® Australian Property Securities Index Fund (Hedged) 8. Auguard® International Shares Index Fund (Hedged)	Alphinity Wholesale Concentrated Australian Share Fund <sup>1</sup>	0.95	
AXA Wholesale Global Equity - Value Fund  BlackRock Global Allocation Fund¹  2.00  BlackRock Global Allocation Fund¹  2.00  BlackRock Global Small Cap Fund (Unhedged)  Fairview Equity Partners Emerging Companies Fund¹  4.03  Investors Mutual Australian Share Fund  0.92  Legg Mason Property Securities Trust  0.72  Lodestar Australian Strategic Share Fund¹  1.03  MLC Capital International Global Share Fund  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund (only available to current investors in this Fund)  MLC-Platinum Global Fund Strate Index Fund  0.27  Northward Capital Australian Equity Trust¹  0.85  Pengana Asian Equities Fund¹  2.06  Perennial Value Shares Wholesale Trust  0.92  Perpetual Wholesale Australian Fund  1.06  Perpetual Wholesale Ethical SRI Fund  1.00  Perpetual Wholesale Ethical SRI Fund  1.00  Perpetual Wholesale Smaller Companies Fund No. 2  1.45  Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  5.4  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Fixed Interest Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)	Arnhem Australian Equity Fund	0.76	
BlackRock Global Allocation Fund¹         2.00           BlackRock Global Small Cap Fund (Unhedged)         1.15           Fairview Equity Partners Emerging Companies Fund¹         4.03           Investors Mutual Australian Share Fund         0.92           Legg Mason Property Securities Trust         0.72           Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.39           Vanguard® Australian Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares	Ausbil Australian Emerging Leaders Fund <sup>1</sup>	1.30	
BlackRock Global Small Cap Fund (Unhedged)         1.15           Fairview Equity Partners Emerging Companies Fund¹         4.03           Investors Mutual Australian Share Fund         0.92           Legg Mason Property Securities Trust         0.72           Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         2.06           Perential Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.49	AXA Wholesale Global Equity – Value Fund	1.01	
Fairview Equity Partners Emerging Companies Fund¹         4.03           Investors Mutual Australian Share Fund         0.92           Legg Mason Property Securities Trust         0.72           Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares Inde	BlackRock Global Allocation Fund <sup>1</sup>	2.00	
Investors Mutual Australian Share Fund   0.92     Legg Mason Property Securities Trust   0.72     Lodestar Australian Strategic Share Fund   1.03     MLC Capital International Global Share Fund   0.87     MLC-Platinum Global Fund (only available to current investors in this Fund)   1.16     MLC-Vanguard Australian Share Index Fund   0.27     Northward Capital Australian Equity Trust   0.85     Pengana Asian Equities Fund   2.06     Perennial Value Shares Wholesale Trust   0.92     Perpetual Wholesale Australian Fund   1.06     Perpetual Wholesale Ethical SRI Fund   1.00     Perpetual Wholesale Smaller Companies Fund No. 2   1.45     Platinum Asia Fund   1.54     Platinum International Fund   1.54     PM CAPITAL Absolute Performance Fund   1.62     Schroder Wholesale Australian Equity Fund   1.15     Vanguard® Australian Fixed Interest Index Fund   0.39     Vanguard® Australian Fixed Interest Index Fund (Hedged)   0.44     Vanguard® International Shares Index Fund (Hedged)   0.49	BlackRock Global Small Cap Fund (Unhedged)	1.15	
Legg Mason Property Securities Trust         0.72           Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares Index Fund (Hedged)         0.49	Fairview Equity Partners Emerging Companies Fund 1	4.03	
Lodestar Australian Strategic Share Fund¹         1.03           MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust¹         0.85           Pengana Asian Equities Fund¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares Index Fund (Hedged)         0.49	Investors Mutual Australian Share Fund	0.92	
MLC Capital International Global Share Fund         0.87           MLC-Platinum Global Fund (only available to current investors in this Fund)         1.16           MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust ¹         0.85           Pengana Asian Equities Fund ¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Smaller Companies Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.39           Vanguard® Australian Property Securities Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.49	Legg Mason Property Securities Trust	0.72	
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MLC-Vanguard Australian Share Index Fund         0.27           Northward Capital Australian Equity Trust ¹         0.85           Pengana Asian Equities Fund ¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.39           Vanguard® Australian Property Securities Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares Index Fund (Hedged)         0.49	MLC Capital International Global Share Fund	0.87	
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Pengana Asian Equities Fund¹         2.06           Perennial Value Shares Wholesale Trust         0.92           Perpetual Wholesale Australian Fund         1.06           Perpetual Wholesale Ethical SRI Fund         1.00           Perpetual Wholesale Smaller Companies Fund No. 2         1.45           Platinum Asia Fund         1.54           Platinum International Fund         1.54           PM CAPITAL Absolute Performance Fund¹         1.62           Schroder Wholesale Australian Equity Fund         0.77           T. Rowe Price Global Equity Fund         1.15           Vanguard® Australian Fixed Interest Index Fund         0.39           Vanguard® Australian Property Securities Index Fund         0.44           Vanguard® International Fixed Interest Index Fund (Hedged)         0.44           Vanguard® International Shares Index Fund (Hedged)         0.49	MLC-Vanguard Australian Share Index Fund	0.27	
Perennial Value Shares Wholesale Trust  Perpetual Wholesale Australian Fund  1.06  Perpetual Wholesale Ethical SRI Fund  1.00  Perpetual Wholesale Smaller Companies Fund No. 2  Platinum Asia Fund  1.54  Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  7. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  O.49	Northward Capital Australian Equity Trust <sup>1</sup>	0.85	
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Perpetual Wholesale Ethical SRI Fund  1.00  Perpetual Wholesale Smaller Companies Fund No. 2  1.45  Platinum Asia Fund  1.54  Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  7. Rowe Price Global Equity Fund  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  O.49	Perennial Value Shares Wholesale Trust	0.92	
Perpetual Wholesale Smaller Companies Fund No. 2  Platinum Asia Fund  1.54  Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  7. Rowe Price Global Equity Fund  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  O.49	Perpetual Wholesale Australian Fund	1.06	
Platinum Asia Fund  1.54  Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  7. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  O.49	Perpetual Wholesale Ethical SRI Fund	1.00	
Platinum International Fund  1.54  PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  7. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  0.49	Perpetual Wholesale Smaller Companies Fund No. 2	1.45	
PM CAPITAL Absolute Performance Fund¹  1.62  Schroder Wholesale Australian Equity Fund  0.77  T. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  0.39  Vanguard® Australian Property Securities Index Fund  0.44  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  0.49	Platinum Asia Fund	1.54	
Schroder Wholesale Australian Equity Fund  T. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  O.44  Vanguard® International Shares Index Fund (Hedged)  O.49	Platinum International Fund	1.54	
T. Rowe Price Global Equity Fund  1.15  Vanguard® Australian Fixed Interest Index Fund  0.39  Vanguard® Australian Property Securities Index Fund  0.44  Vanguard® International Fixed Interest Index Fund (Hedged)  0.44  Vanguard® International Shares Index Fund (Hedged)  0.49	PM CAPITAL Absolute Performance Fund <sup>1</sup>	1.62	
Vanguard® Australian Fixed Interest Index Fund  0.39  Vanguard® Australian Property Securities Index Fund  0.44  Vanguard® International Fixed Interest Index Fund (Hedged)  0.44  Vanguard® International Shares Index Fund (Hedged)  0.49	Schroder Wholesale Australian Equity Fund	0.77	
Vanguard® Australian Property Securities Index Fund  Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  0.44  Vanguard® International Shares Index Fund (Hedged)  0.49	T. Rowe Price Global Equity Fund	1.15	
Vanguard® International Fixed Interest Index Fund (Hedged)  Vanguard® International Shares Index Fund (Hedged)  0.44  0.49	Vanguard® Australian Fixed Interest Index Fund	0.39	
Vanguard® International Shares Index Fund (Hedged)  0.49	Vanguard® Australian Property Securities Index Fund	0.44	
	Vanguard® International Fixed Interest Index Fund (Hedged)	0.44	
Vanguard® International Shares Index Fund 0.46	Vanguard® International Shares Index Fund (Hedged)	0.49	
	Vanguard® International Shares Index Fund	0.46	

<sup>1</sup> This manager may charge a performance fee.

Investment fees are variable and may change from time to time. For the latest Investment fee charged, please refer to the Fund Profile Tool on mlc.com.au

#### **New investment options**

These new investment options will be available from 21 November 2011.

#### **MLC Index Plus portfolios**

We combine our innovative approach to asset allocation with a smaller set of mangers in our Index Plus portfolios. These portfolios invest in a combination of conventional asset classes and include index managers who aim to provide similar returns to the market.

#### Investment objective

Each portfolio aims to grow your wealth for an expected level of risk.

#### About the investment options

Each MLC Index Plus portfolio offers a diversified investment solution. They are designed using all aspects of our approach to investing, except they have a greater focus on:

- investing in conventional asset classes, and
- index (passive) rather than active managers (as shown in the target allocation).

We expect index managers to provide similar returns to the market (before taking into account fees and taxes).

	MLC Index Plus Conservative Growth Portfolio	MLC Index Plus Balanced Portfolio	MLC Index Plus Growth Portfolio
The investment option may be suited to you if	<ul> <li>you want to invest in an approximately equal mix of defensive and growth assets.</li> <li>you want a portfolio with some long-term capital growth potential and can tolerate moderate changes in value.</li> <li>you want to invest in conventional asset classes.</li> </ul>	<ul> <li>you want to invest with a bias to growth assets.</li> <li>you want a portfolio with a bias towards long-term capital growth potential and can tolerate moderate changes in value.</li> <li>you want to invest in conventional asset classes.</li> </ul>	<ul> <li>you want to invest with a strong bias to growth assets.</li> <li>you want a portfolio with a strong bias towards long-term capital growth potential and can tolerate moderate to high changes in value.</li> <li>you want to invest in conventional asset classes.</li> </ul>
Minimum suggested time to invest	Five years	Six years	Seven years
Target allocation of \$1,000 (at 30 Sept 2011)	Australian debt securities – active \$315 Global debt securities (hedged) – active \$185 Australian shares – index \$210 Global shares (unhedged) – index \$170 Global shares (hedged) – index \$90 Global property securities (hedged) – index \$30	Australian debt securities – active \$190 Global debt securities (hedged) – active \$110 Australian shares – index \$320 Global shares (unhedged) – index \$220 Global shares (hedged) – index \$120 Global property securities (hedged) – index \$40	Australian debt securities – active \$90 Global debt securities (hedged) – active \$60 Australian shares – index \$350 Global shares (unhedged) – index \$280 Global shares (hedged) – index \$180 Global property securities (hedged) – index \$40
Expected risk (volatility)	Low Moderate High Very high	Low Moderate High Very	Low Moderate High Very high
We may adjust the target allocation within these ranges	Defensive 45–55% Growth 45–55%	Defensive 25–35% Growth 65–75%	Defensive 10–20% Growth 80–90%
Indicative investment fee (% pa)	0.38	0.40	0.42
Transaction cost allowance Entry/Exit (%)	0.05/0.05	0.10/0.10	0.10/0.10

#### Investment options not managed by MLC

We recognise some investors want extra options when it comes to managing their money.

To help you do this, we also offer extra options you and your financial adviser can choose.

	Fairview Equity Partners Emerging Companies Fund	Pengana Asian Equities Fund	
Investment objective	To provide long term capital growth and some income by investing primarily in a diverse portfolio of smaller companies listed, or expected to be listed, on the Australian Securities Exchange.	To offer investors participation in the Asia-Pacific region's superior growth with protection from short term volatility. In doing so the Fund aims to reduce volatility during market's down-cycles whilst participating during the up-cycles.	
About the investment option	Fairview aims to achieve returns above its benchmark through its core active investment process.  This approach is collaborative and research driven, combining high levels of company meetings, detailed analysis, a robust peer review process and appropriate risk controls.  The NAB group holds a minority interest in Fairview.	A long/short equity strategy with the ability to adjust equity market exposure to listed companies within Asia-Pacific including Japan and Australia.  Currency exposures are actively managed with a view to protecting the equity portfolio during market downturns and reducing detractions from equity returns during market upturns.  The NAB group holds a minority interest in Pengana.	
The investment option may be suited to you if	You wish to benefit from an actively managed Australian small companies equity portfolio managed by a specialist boutique investment manager.	You want exposure to Asia-Pacific region's superior growth while seeking protection from short term volatility.	
Minimum suggested time to invest	Five years or more	At least three years	
Target allocation	90–100% Australian shares 0–10% Cash	-50% to +150% Asia-Pacific shares	
Market benchmark	S&P/ASX Small Ordinaries Accumulation Index	MSCI Asia (including Japan) Index (AUD)	
Expected risk	Low Moderate High Very high	Low Moderate High Very high	
Indicative investment fee (% pa)	Management fee (% pa) 1.20 Estimated performance fee (% pa) 2.83 Indicative investment fee (% pa) 4.03 The estimated performance fee is based on the actual fees paid from the Fund for the year end 30 June 2011. The performance fee charged in future may differ. This fee may be charged when investment returns exceed a specified level. For more information refer to the investment manager's PDS on mlc.com.au. The actual performance fee to 30 June each year will be in the Annual Report.	Management fee (% pa) 1.54 Estimated performance fee (% pa) 0.52 Indicative investment fee (% pa) 2.06 The estimated performance fee is based on the actual fees paid from the Fund for the year end 30 June 2011. The performance fee charged in future may differ. This fee may be charged when investment returns exceed a specified level. For more information refer to the investment manager's PDS on mlc.com.au. The actual performance fee to 30 June each year will be in the Annual Report.	
Transaction cost allowance Entry/Exit (%)		0.25/0.25	

#### Changes to investment options

#### Improved investment option

The following table shows the new investment strategy from 6 June 2011.

#### **MLC Cash Fund (page 16)**

#### Investment objective

Aims to provide competitive returns relative to the Reserve Bank of Australia's Cash Rate Target.

#### About the investment option

The Fund invests in deposits with banks (including National Australia Bank) and other comparable high quality securities. It's possible, from time to time, for a high proportion of the Fund to be invested in securities issued by one bank.

MLC Limited guarantees the value of your investment in the MLC Cash Fund (before the deduction of fees and taxes).

#### Market Benchmark

Reserve Bank of Australia's Cash Rate Target

#### **New investment option**

This new investment option was available from 6 June 2011.

#### **NAB Term Deposit**

#### About the investment option

The interest rate on a term deposit is fixed for the term you select. You can select a six month, one year or two year term. Current interest rates are available on **mlc.com.au** 

Interest will be paid into your nominated investment option on maturity. Interest on the two year term is paid annually on the anniversary into the MLC Cash Fund with the remaining interest paid on maturity.

You can invest up to 70% of your account balance in term deposits. You can't invest once you reach the age of 90 or as part of a regular contribution strategy.

Term deposits are invested for a fixed term. Early withdrawals are only permitted in extreme circumstances and will result in reduced interest.

Withdrawals, payments, fees and other costs can't be deducted from term deposits. Throughout the duration of your term deposits these amounts can only be deducted from other investment options, so you'll need to maintain a minimum of 10% of each of your super and pension balances in other investment option(s) at all times. One-off withdrawal requests that reduce the amount held in other investment option(s) below 10% of your super and pension balances may not be processed.

#### Indicative fees and costs

Indicative investment fee (%pa) N/A
Transaction cost allowance Entry/Exit N/A

#### **Closed investment option**

#### NAB Fixed Rate Funds (page 22)

As we added the NAB Term Deposits, the NAB Fixed Rate Funds were closed to new investors on 3 pm (AEST) Friday 3 June 2011. If you currently have an investment in the NAB Fixed Rate Funds we will contact you before maturity to advise you of the options available to you.



For more information call MLC from anywhere in Australia on 132 652 or contact your adviser.

Postal address: MLC Limited, PO Box 200 North Sydney NSW 2059

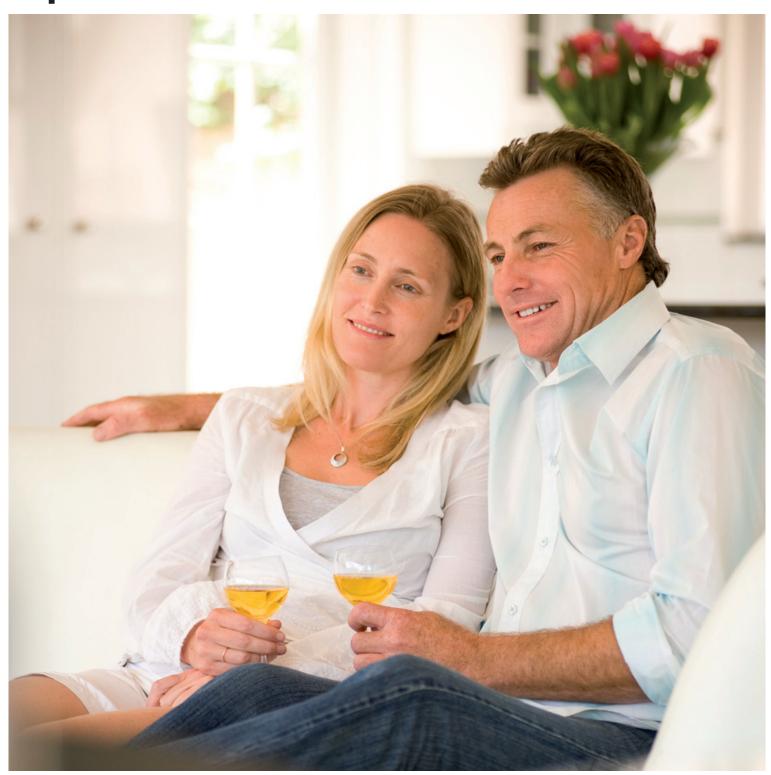
Registered office: Ground Floor, MLC Building 105–153 Miller Street North Sydney NSW 2060

mlc.com.au



# **Product Guide**

# MLC MasterKey Super & Pension Fundamentals



# The purpose of this guide is to give you the information you need to decide whether you want to invest in this product.

For more information please contact us, your financial adviser, or go to the online copy of this document on mlc.com.au/pds/mkspf

References to mlc.com.au in the online copy link directly to the additional information available.

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# What is covered in this guide

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# Additional information you need to know

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#### Fees and costs

This will give you an understanding of what fees and costs you will pay.

In addition to this Product Guide you should also have the Investment Menu and Application Forms. Together these documents form the Product Disclosure Statement (PDS).

# MLC. It all adds up

# At MLC we do things differently because we have your interests at heart.

We actively manage your money and regularly upgrade our products, so you always benefit from the most up to date thinking.

We anticipate changes in your needs over time so you can get the right solution, whatever your situation.

And, because we know good outcomes rely on good advice, we work with financial advisers who put your needs first.

It's these differences, and our 120 years experience of looking after Australians' needs, that have brought over 1.5 million people to MLC.

The MLC group of companies is the wealth management division of the National Australia Bank (NAB).

We provide investment, superannuation and insurance solutions and support the provision of quality financial advice which helps people achieve and protect their lifestyle and financial goals.

#### Your future is what matters

And when you invest you want people who are looking out for your interests.

As Australia's first and leading multi-manager, we've been designing investment solutions that aim to deliver better returns with lower risk for over 20 years.

We select from some of the best investment managers in the world to design solutions tailored to meet a range of different needs.

We use sophisticated investment strategies so you can further diversify your portfolio or focus on a particular market.

We keep you up to date with regular reports and online access to your account, so you can see exactly how your investments are performing.

And, because we have simple, transparent fees and consolidated account and tax reporting, you know where your money is and what it's doing for you.

## Looking out for you

The members of the Trustee board that look after your super and pension have a variety of work and life experiences which help them represent your interests.

Made up of executive and nonexecutive members who are personally responsible for any decisions they make, their duties include:

- providing investment choice
- ensuring members' interests are maintained, and
- keeping you informed of any changes.

# Build your savings while you work, or provide an income in retirement.

Whether you are looking for a place to invest your super, or have a clear picture of what your retirement looks like, MLC can help make it happen.

No matter where you're at in your working life, MLC MasterKey Super & Pension Fundamentals can accommodate your needs.

#### While you're Retired ... **Transitioning** working ... Start Age **Fully** to retirement... work retire **Contributions** Your super account Your pension account **Pension payments** ... continue to build your savings in ... receive ... build your your super account regular while receiving savings over payments the long term. tax-effective to live on in income from your retirement. pension account.

#### Investments that make sense

With MLC you can choose a complete portfolio solution to implement your investment plan.

And, if you want to customise your portfolio further, we also offer a range of specialist funds.

Whatever your investment plans, we have a solution to suit.

The investment options are detailed in the Investment Menu.

## Protecting you and the people you love

As a multi-award winning provider of personal insurance to more Australians than any other company, we keep it simple, so you know the benefits stated in your policy are the benefits you'll receive.

If you are under 65 you can purchase life and disability insurance through MLC Life Cover Super and pay the premiums from your account.

Just talk to your financial adviser or go to mlc.com.au to obtain a copy of the MLC Life Cover Super PDS issued by MLC. We recommend you read this PDS before you decide to take out this insurance.

# Things to consider about investing through super

Before you do any investing, there are some things you need to consider. Investing through super is usually the most tax-effective way to save and provide for your retirement.

Certainly, the Government has strongly indicated it wants Australians to use super to build wealth that will generate income in their retirement.

Even though there are many advantages, there are also a few things you should consider before you invest.

# Accessing the money you put into super

Because super is a long-term investment, the law is strict about how and when you can access your money.

You can access your money when you reach age 65.

Before then, you can generally access your money in the form of a transition to retirement pension, or if you fully retire after age 55.

However, there are exceptions to these rules. To find out more go to apra.gov.au or ato.gov.au

## Legislative change

Just as the Government makes the rules, it can also change them.

While many changes have been beneficial for super investors, this may not always be the case.

Your financial adviser can help you respond to any changes to laws on super, tax, social security and other retirement issues.

# Making sure you can reach your financial goals

Before you decide to invest you need to consider the following:

- how many years you will have to invest
- the savings you will need to reach your goals
- the return you may expect from your investments, and
- how comfortable you are with volatility.

Even the simplest of investments come with a level of risk.

While the idea of investment risk can be confronting, it is a normal part of investing. Without it you may not get the returns you need to reach your financial goals.

This is known as the risk/return trade-off.

The value of an investment with a higher level of risk will tend to rise and fall more often and by greater amounts.

In other words it will be more volatile than those with less risk.

# Fluctuations in the value of your investments

Many factors influence an investment's value. These include, but are not limited to:

- market sentiment
- growth and contraction in the Australian and overseas economies
- legislative changes
- changes in interest rates
- defaults on loans
- company specific issues
- liquidity (the ability to buy or sell investments when you want)
- changes in the value of the Australian dollar.

One way to get comfortable with risk is to make sure your portfolio is diversified, which is exactly what MLC specialises in.

### Want to know more?

Your future is what matters, so we've developed a lot of information on super, investment risk and investing for the future.

Just talk to your financial adviser or go to **mlc.com.au** 

# Your super - the details

You can accumulate savings in super to help achieve the retirement lifestyle you want.

## **Opening a super account**

Starting to save for your retirement is easy.

Just fill out the Application Form and send it to MLC, or apply online through your financial adviser.

We may need to confirm your identity when we process your application.

## **Consolidating your super**

Keeping your super in one place makes sense.

You can transfer the money you hold in other Australian and overseas super accounts to your MLC super account.

This gives you a single view of your money, helps you keep track of your investments and means you are only paying one set of fees for your super.

## **Growing your super**

Generally, you, your spouse or your employer can contribute to your super and help it grow faster.

You could also grow your super faster with strategies that include Government co-contributions, or by arranging with your employer to sacrifice some of your pre-tax salary.

Whatever strategy you choose, you can contribute via Direct Debit, BPAY ®, EFT, credit card or cheque.

You can also set up a Regular Investment Facility to make contributions from your bank account.

# How much you can contribute

While you can contribute as much as you like, you will incur additional tax if contributions exceed certain limits.

The two main limits are shown in the following tables.

#### **Concessional contributions**

Generally, these are contributions made by:

- your employer (including any salary sacrifice contributions)
- you, for which you are claiming a tax deduction.

Age on the last day of the financial year	Annual Limit 2009/2010
Less than 50	\$25,000.
50 and over	\$50,000 applies to 30 June 2012.
	From 1 July 2012 the limit will be the same as for those aged less than 50.

#### **Non-concessional contributions**

Generally, these are:

- personal contributions for which you are not claiming a tax deduction
- contributions made for you by your spouse.

Age on the first day of the financial year	Limit 2009/2010
Less than 65	\$150,000 annually, or \$450,000 over a 3 year period.
Between 65 and 74	\$150,000 annually.
75 and over	Non-concessional contributions cannot be made.

Limits may be increased periodically except when the three year limit is being used.

To find out the current limits go to apra.gov.au or ato.gov.au

#### Access to your super

You can move your money to most super funds at any time.

You can access your money when you reach age 65.

Before then, you can generally access your money in the form of a transition to retirement pension, or if you fully retire after age 55.

Access to your super can be easily arranged. We may need to confirm your identity when we process your withdrawal request.

The law defines your eligibility and the types of contributions you or others can make on your behalf to your super. It also determines whether you are eligible to access your super. To find out more go to apra.gov.au or ato.gov.au

We recommend you talk with your financial adviser about contribution strategies that are suitable for you.

# Your pension – the details

# You can achieve the retirement you want.

# Opening a pension account

Once you have access to your super money you can start a pension.

This may be from an existing MLC account, other super accounts or both.

Just fill out the Application Form and send it to MLC or apply online through your financial adviser.

We may need to confirm your identity when we process your application.

# How your pension is started

Your pension account must be started with a lump sum. So if you intend to start your pension with money from different sources, we'll firstly consolidate all of these amounts in your MLC super account.

Once this is done, we'll transfer the lump sum amount over to your pension account. We can then start your pension payments.

You can't add money directly to your pension account after it has started. However you can transfer your pension account balance back to your MLC super account, add monies (if eligible) and then restart your pension.

# Choosing your pension payments

You can control how and when you receive your pension payments.

Payments will be made to your nominated bank account at the frequency you request.

You can choose the amount you want to receive provided it meets the legislated minimums. These are:

Age at start of pension and each 1 July	Percentage of your account balance (pa)
Under 65	4%
65–74	5%
75–79	6%
80–84	7%
85–89	9%
90–94	11%
95 or more	14%

These minimums are subject to change. To find out the current minimums go to ato.gov.au

The minimum amount is pro rated in the financial year you start your pension.

If you start your pension in June, you do not have to take any payments until the next financial year.

In addition, if you have a transition to retirement pension a maximum payment of 10% pa will generally apply until you are:

- permanently retired after age 55, or
- aged 65.

The maximum amount is **not** pro rated.

If you choose an amount other than the minimum or maximum, you can elect to have that amount increased annually at either a rate of up to 5% or 10% pa.

If you require money in addition to your regular payments you can request:

- an additional pension payment, or
- a lump sum withdrawal provided you satisfy the strict access rules if you have a transition to retirement pension.

Any decisions you make regarding the level of payments you receive may impact your Social Security entitlements (if applicable). We recommend you talk to your financial adviser or go to **centrelink.gov.au** to ensure you understand the implications.

# Additional information you need to know

# The ins and outs of how your super and pension accounts work.

# Want to change your mind?

You can mail, fax or email us to close your account within 14 days of opening it.

Please make sure you include your name and account details.

We will send you confirmation once we have closed your account.

If you do close your account, we will return the account balance to you if it isn't preserved. Alternatively we will transfer it to another eligible super fund or, subject to cashing restrictions, a pension product of your choice.

Your account balance will be adjusted for any:

- increase or decrease in the unit prices
- pension payments made to you
- tax payable, and
- administration costs incurred in establishing or closing your account.

This cooling off period does not apply if you transact on your account within the 14 days.

# Transacting on your account

We can act on your telephone or written instructions for all contributions, transfers, switches and lump sum withdrawals.

If you want to make a full withdrawal, you will need to send us a written request.

We can only process requests when we receive all required information.

Contributions we can't process will be held in trust. Any interest earned on contributions during this time will be kept by MLC.

All complete transaction requests received before we close off processing for the day (generally 3 pm Sydney time) will usually be processed using the unit price for that business day (which is calculated as at the end of the day).

## **Protecting all investors**

At MLC we look out for you, so we've introduced processes that protect the interests of all investors.

#### Frequent switching

You should not invest in this product if you intend to switch your investments frequently in the pursuit of short-term gains.

We monitor all investment options for abnormal transaction activity because this sort of activity can have adverse impacts for other investors.

To maintain equity the Trustee has the right to deal with members who frequently switch by:

- delaying, limiting or rejecting their future switch requests
- cancelling membership and transferring their account balance to the Australian Eligible Rollover Fund.

#### **Prudent management**

We reserve the right to refuse applications, or vary the terms for processing any transaction in certain circumstances, such as when:

- there are significant falls in investment markets
- we have difficulty in completing transactions due to low liquidity, which could occur with investment options that use higher risk strategies such as gearing.

Additional information on how your account operates is available in the How to Guide on mlc.com.au/howto/mksp

# How your account is valued

When money is paid into your account, units are allocated to your account and when money is paid out, units are deducted from your account.

The value of your account is based on:

- the number of units in your chosen investment options, and
- the prices of those units.

The overall value of your account will change according to the unit prices and the number of units you hold.

We calculate the unit prices as at the end of each business day and use robust unit pricing policies to do this.

Each unit price will reflect the performance of the underlying assets, income earned, fees, expenses and taxes paid and payable.

The performance of the underlying assets is influenced by movements in investment markets such as local and overseas share markets, bond and property markets.

If you would like to find out more about our unit pricing philosophy, go to mlc.com.au

## In the event of your death

Your account balance is paid to your beneficiaries or your estate in the event of your death.

The law restricts who can be a beneficiary, as explained in the How to Guide available on mlc.com.au/howto/mksp

To give you greater certainty about the payment to your beneficiaries you can make a non-lapsing nomination which is binding on the Trustee subject to any contrary court order.

This nomination ensures your account balance is paid as you have directed, as long as your nomination is and remains valid.

This nomination stands even when your personal circumstances change such as getting married, having children, or any other life-changing event.

It is therefore, very important to regularly review your nomination to make sure it reflects your current personal circumstances. If you do not wish to make a non-lapsing binding nomination, you can choose to make:

- a nomination subject to Trustee discretion – the Trustee will decide who receives your account balance and will consider your preferred beneficiaries.
- no nomination the Trustee will decide who receives your account balance.

In each case the Trustee will use a formal process to make its decision. The process involves the identification of any potential beneficiaries and communication with them. The Trustee then gives careful consideration to what it believes is an appropriate distribution of the account balance, paying particular regard to your recorded preferences.

If you have a pension account you can make a reversionary nomination. This means your pension payments will continue to be paid to your nominated beneficiary after your death.

If you want to change your reversionary nomination you will need to cancel and restart your pension.

Your beneficiary nomination details will be confirmed each year in your Annual Statement and can be viewed online at any time on **mlc.com.au** 

For more information on estate planning we recommend that you speak to your financial or legal adviser.

# Additional information you need to know

## Keeping you informed

We provide the following information so you can stay informed about your investments and any opportunities that may arise.

Welcome letter	Confirms your account has been opened.
How to Guide	Provides instructions about how to transact on your account and other important information about how your account operates. Available on mlc.com.au/howto/mksp
Transaction confirmation	Confirms any one-off contribution, switch or withdrawal you make on your account.
Annual statement	Provides a summary of all your transactions and investment details for the financial year.
Annual report	Provides an overview of the market and industry activity which may affect your investment, including product changes and Trustee updates.
Annual pension information	Details the minimum and maximum (if applicable) payment you may receive for the new financial year. We also include information to help you complete your Tax Return or that you may need to provide to Centrelink.
Notice of Intent to Claim a Tax Deduction	Shows amounts of personal contributions made to your super account during the financial year and requests information if you intend to claim a tax deduction on your personal contributions.
mlc.com.au	Provides information to help build your knowledge on superannuation, retirement and investing. You can also access your account information.
Product and investment option changes	Changes will be made from time to time. Changes that are not materially adverse will be made available on <b>mlc.com.au</b> or you can obtain a paper copy of the changes on request free of charge.
Trust Deed	Governs the relationship between you and MLC and governs the way in which the Trustee can deal with your investment. A copy of this document is available upon request free of charge.

#### **Resolving complaints**

We can usually resolve complaints over the phone. If we can't, or you're not satisfied with the outcome, then you will need to write to us.

To help us identify your letter quickly, please mark your envelope **Notice of complaint** and send to:

The Manager
MLC Complaint Resolutions
PO Box 1086
North Sydney NSW 2059

We will confirm in writing within two business days that we've received your complaint.

We will work to resolve your complaint as soon as possible, even though the law allows us up to 90 days to respond.

If we are unable to resolve the complaint within this time, or if you are not satisfied with the outcome, we encourage you to seek assistance from the Superannuation Complaints Tribunal.

This is an independent body that can be contacted by telephoning 1300 780 808 or by emailing info@sct.gov.au

More information is available on **sct.gov.au** 

## Tax on your account

While both super and pension investments have favourable tax treatment they are different in the way they are taxed.

We have broadly outlined the tax treatment of each type of account below.

You can find additional information in the How to Guide available on mlc.com.au/howto/mksp

This section is not a comprehensive and complete tax guide. The taxation treatment of superannuation is complex, we recommend that you contact your financial adviser, tax adviser or the Australian Tax Office (ATO) at ato.gov.au for further details and expert advice in relation to your own personal circumstances.

	Tax treatment in your account		Tax treatment on payments to you	
	Contributions	Investment earnings	Regular and additional pension payments	Lump sum withdrawals
Super	Most Concessional contributions - taxed at a rate of 15%. Non- concessional contributions - not taxed.  Additional tax may be payable if you exceed the contribution limits, see page 6.	Taxed at a rate of up to 15%.	Not applicable.	Tax-free component: Nil.  Taxable component  If under age 55, tax is paid at 21.5% (including Medicare Levy at 1.5%).  If aged between 55–59, tax-free on first \$150,000 (this is a lifetime limit which may be increased periodically), then tax is paid on remainder at 16.5% (including Medicare Levy at 1.5%).  From age 60, tax-free.
Pension	Not applicable.	Tax-free.	Generally if under age 60, tax is paid at your marginal tax rate, less 15%. From age 60, tax-free.	

# Fees and costs

# This will give you an understanding of what fees and costs you will pay.

## 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 fund 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 may be able to negotiate to pay a lower contribution fee and management costs where applicable.

Ask us or your financial adviser.

### To find out more

If you would like to find out more, or see the impact of fees based on your own circumstances, the Australian Securities and Investments Commission (ASIC) website **fido.asic.gov.au** has a Superannuation calculator to help you check out different fee options.

This section shows the fees and other costs you may be charged. These fees and costs may be deducted from your money, from the returns on your investment or from Fund assets as a whole.

Taxation information is set out on page 12.

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

Fees and costs for particular investment options are set out in the Investment Menu.

# These fees apply to both super and pension accounts.

Type of fee or cost	Amount			How and when paid
Fees when your mo	ney moves in or out of the fun	d		
Establishment fee	Nil.		There is no Establishment fee.	
The fee to open your investment.				
Contribution fee The fee on each	Nil.			There is no Contribution fee.
amount contributed to your investment - either by you or your employer.				
Withdrawal fee The fee on each amount you take out of your investment.	Nil, except for the NAB Fixed Rate Funds where the fee is 3% pa of the amount withdrawn or switched multiplied by the remaining term divided by 365 days.			Where a Withdrawal fee applies to a NAB Fixed Rate Fund, it will be deducted at the time you withdraw or switch from a NAB Fixed Rate Fund.
Termination fee	Nil.			There is no Termination fee.
The fee to close your investment.				
Management costs				
The fees and costs	Administration fee			The relevant percentage amount is applied to your
for managing your investment.	The percentage is based on the combined account balances you, and any eligible linked investor have in MLC MasterKey accounts. The fee refund is detailed on page 16.			entire account balance.     Calculated on your daily account balance and deducted monthly.
	page 10.			May be increased by MLC with 30 days prior notice to you. Maximum 2.56% pa.
	Value of combined account balances	Before fee refund	After fee refund	
	\$0 to less than \$50,000	0.88% pa	0.88% pa	
	\$50,000 to less than \$100,000	0.82% pa	0.82% pa	
	\$100,000 to less than \$200,000	0.77% pa	0.77% pa	
	\$200,000 to less than \$400,000	0.72% pa	0.55% pa	
	\$400,000 and over	0.66% pa	0.34% pa	
	Account fee \$78 pa.			• \$6.50 deducted monthly.
				May be varied by MLC in line with Consumer Price Index (CPI) with 30 days prior notice to you.
The amount you pay for specific investment options is shown in the Investment Menu.	Investment fee Ranges from 0.10% pa to 2.78% pa.			Actual fee depends on the investment option chosen (see Investment Menu).
				Reflected in the daily unit price for each investment option.
				Varies daily as investment costs change. No maximum.

# Fees and costs

Type of fee or cost	Amount	How and when paid				
Management costs	Management costs continued					
	Issuer fee Up to 0.12% pa.	<ul> <li>Only applies to certain investment options as shown in the Investment Menu.</li> <li>Calculated on your daily account balance in the investment option and deducted monthly.</li> <li>May be varied by MLC up to a maximum of 0.24% pa with 30 days prior notice to you.</li> </ul>				
Service fees <sup>1</sup>						
Investment switching fee	Nil.	There is no Investment switching fee.				
The fee for changing investment options.						

<sup>1</sup> Other Service fees may apply. Refer to the Additional explanation of fees and costs section on pages 16 and 17 for further information.

A tax benefit applies to fees charged to your super account. All fees shown in the above table, are shown before the tax benefit. We charge the fees shown and then pass the tax benefit back to your super account as a credit, which effectively reduces the fees shown above by 15%.

# Example of annual fees and costs for a balanced investment option

This table gives an example of how the fees and costs in the balanced investment option for this product can affect your superannuation investment over a 1 year period. You should use this table to compare this product with other superannuation products.

Example - the MLC Horizon 4 – Balanced Portfolio		Balance of \$50,000 with total contributions of \$5,000 during the year	
Contribution fees	0%	For every \$5,000 you put in, you will be charged \$0.	
Plus Management costs	0.82% + 0.60% <sup>1</sup> + \$78	<b>And</b> , for every \$50,000 you have in the fund you will be charged \$710 each year plus \$78 in account fees regardless of your balance.	
<b>Equals</b> Cost of fund		If you put in \$5,000 during a year and your balance was \$50,000, then for that year you will be charged fees of:  \$788^2	
		What it costs you will depend on the investment option you choose and the fees you negotiate with your fund or financial adviser.	

<sup>1</sup> The Indicative investment fee for MLC Horizon 4 – Balanced Portfolio for MLC MasterKey Super Fundamentals is 0.60%.

Establishment fee - \$0

 $\textbf{And}, if you leave the fund early, you may also be charged \\ \textbf{withdrawal fees} of 0\% of your total fund balance.$ 

<sup>2</sup> Additional fees may apply:

# Additional explanation of fees and costs

#### Fee refund

The fee refund is based on the combined account balances you, and any eligible linked investor have in MLC MasterKey accounts.

Calculated on your monthly account balance and paid quarterly, the fee refund is:

- 0.17% pa for combined account balances of between \$200,000 and less than \$400,000
- 0.32% pa for combined account balances \$400,000 and over.

To receive the fee refund, your account must be open at the time the refund is paid. The fee refund is subject to change.

More details on how this refund is calculated are provided in the How to Guide available on mlc.com.au/howto/mksp

# Investment manager fee rebate

Some investment managers provide a rebate on their investment management fee, which we pass entirely back to your account.

The investment fees in the Investment Menu are shown after allowing for this rebate.

#### **Transaction cost allowance**

When calculating unit prices, MLC may make an allowance for the costs of buying and selling assets. These costs include brokerage and stamp duty.

When you transact on your account you may pay a small proportion of your transaction towards meeting these costs. These may vary in future without prior notice to you. Transaction cost allowances are shown in the Investment Menu.

#### Performance fee

An investment manager may charge a performance fee when its investment returns exceed a specified level. Where applicable, an estimate of this fee is included in the investment fees shown in the Investment Menu.

The actual performance fee charged in future periods may differ from that disclosed in the Investment Menu.

You can get more information on how performance fees are calculated by going to the investment managers' PDS available on **mlc.com.au** 

# Family Law fee

The Family Law Act enables investments to be divided between parties in the event of a breakdown in a marriage or a de facto relationship. We may be legally compelled to provide information to other parties in accordance with this legislation.

We may charge a fee for this service.

# Early withdrawal from a NAB Fixed Rate Fund

If monies are withdrawn (including pension payments, switches or fees) from a NAB Fixed Rate Fund before the end of the fixed term, a charge may apply. The charge is 3% pa of the amount withdrawn or switched, multiplied by the remaining term divided by 365 days.

#### Adviser service fee

If you wish, you can have amounts deducted from your account to pay fees to your financial adviser. This fee will be in addition to the other fees described in the fees and costs section. Any arrangement you have should be detailed in the Statement of Advice provided by your financial adviser.

#### Adviser remuneration

MLC does not pay commission to financial advisers for this product.

Advisers may receive alternative forms of remuneration, such as the costs of maintaining their professional development qualifications. This is paid from the Administration fee and is not an additional cost to you. Actual payments are recorded in registers which you can view on request.

# Additional explanation of fees and costs

# Fees paid to NAB group companies

MLC may use the services of NAB owned companies where it makes good business sense to do so and will benefit our customers.

Amounts paid for these services are always negotiated on an arms length basis and are included in all the fees detailed on these pages.

Each financial year, MLC pays NAB a fee of up to 0.1% of contributions made to MLC MasterKey Super & Pension Fundamentals by customers introduced by NAB. This is included in the fees and costs already shown on pages 14 and 15.

# Fee rebates for small super account balances

The law limits the amount of fees that can be deducted from your account if, at any time, the value of your account is less than \$1,000 and it includes or has included Superannuation Guarantee or award contributions made by your employer.

# Other fees we may charge

Fees may be charged if you request a service not currently offered.

We may pass on any costs we incur in implementing Government legislation or fees which are charged by third parties.

# **Your notes**

-
***************************************
-

# **Your notes**



# MLC Superannuation

#### How to contact MLC

For more information call MLC from anywhere in Australia on 132 652 or +61 3 8634 4721 outside Australia.

Website: mlc.com.au Fax: (02) 9964 3334 Postal address: PO Box 1315

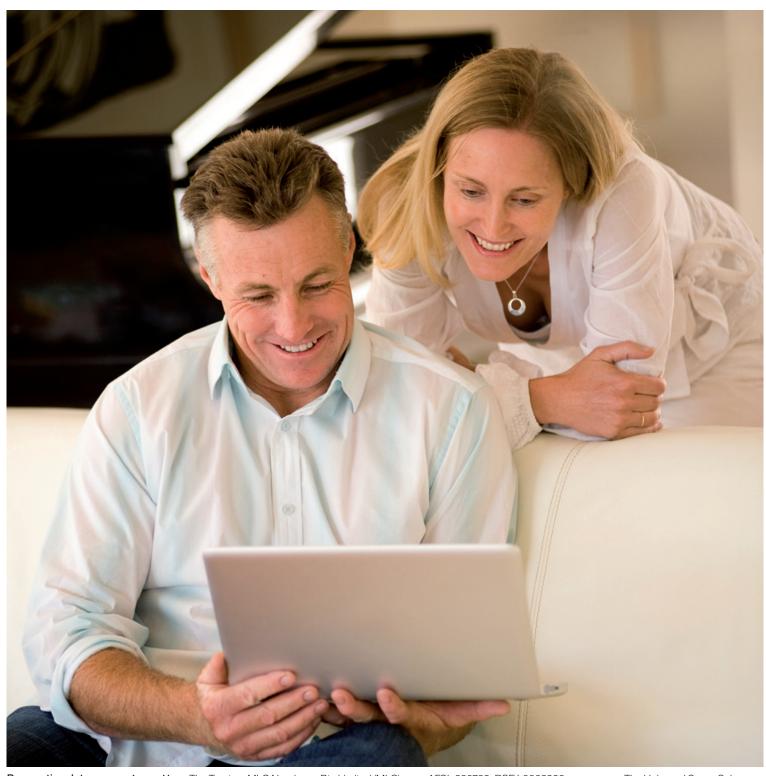
North Sydney NSW 2059

Registered office: Ground Floor, MLC Building 105 – 153 Miller Street North Sydney NSW 2060



# **Investment Menu**

# MLC MasterKey Super & Pension and MLC MasterKey Super & Pension Fundamentals



# The purpose of this Investment Menu is to give you the information you need to decide which investment options best suit your financial goals.

For more information please contact us, your financial adviser, or go to the online copy of this document at mlc.com.au/pds/mksp

References to mlc.com.au in the online copy link directly to the additional information available.

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For those who prefer to play a more active role in selecting and combining investment options.

# Investment options 21 not managed by MLC

In addition to this Investment Menu you should also have the Product Guide and Application Forms.

Together these documents form the Product Disclosure Statement (PDS).

# MLC. It all adds up

# At MLC we do things differently because we have your interests at heart.

As Australia's first and leading multi-manager, our investment solutions have been looking after investors for over 20 years.

We design solutions based on the fundamental need of our investors; to grow and protect wealth for the long term.

And we believe the best way to build wealth is to invest in businesses by owning shares or by lending money to them.

Choosing good businesses to invest in is a specialist skill.

That's why we bring together some of the best investment managers in the world who can select the best businesses to invest in.

We combine these managers and implement strategies in our portfolios so your investments are well diversified.

Our global expertise, combined with our local knowledge of tax and investment conditions, means our portfolios are sensitive to the needs of the Australian investor.

We also appreciate investors have different needs, so we provide you with investment options managed by MLC and some not managed by MLC.

And, whatever investment option you choose, we keep you up-to-date on what's happening with your investments through regular reports and online access to your account.

It all adds up at MLC.

The MLC group of companies looks after more than \$88 billion (at 31 December 2009) on behalf of individual and corporate investors in Australia and is the wealth management division of the National Australia Bank.

## Things to consider before you invest

Before you do any investing, we want you to know about both the benefits and potential risks involved.

Even the simplest of investments come with a level of risk.

While the idea of investment risk can be confronting, it is a normal part of investing. Without it you may not get the returns you need to reach your financial goals.

This is known as the risk/return trade-off.

The value of an investment with a higher level of risk will tend to rise and fall more often and by greater amounts.

In other words it will be more volatile than those with less risk.

Many factors influence an investment's value. These include, but are not limited to:

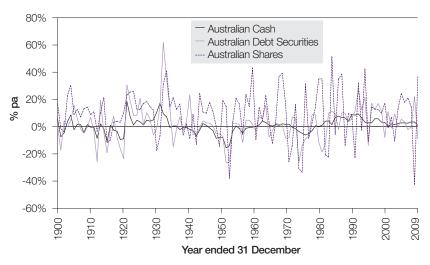
- market sentiment
- growth and contraction in the Australian and overseas economies
- legislative changes
- changes in interest rates
- defaults on loans
- company specific issues
- liquidity (the ability to buy or sell investments when you want)
- changes in the value of the Australian dollar.

## Things to consider before you invest

As demonstrated in the graphs below, investments can increase and decrease significantly in the short term.

#### Investments that are volatile in the short term...

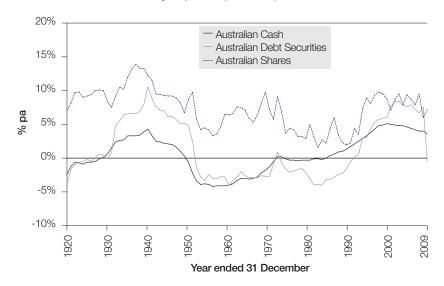
Returns above inflation over 1 year periods (1900-2009)



However investments that are volatile in the short term may increase in value over the long term in line with your financial goals.

#### ... have produced higher returns over most long periods

Returns above inflation over 20 year periods (1920-2009)



By understanding volatility will occur, you'll be able to manage your expectations and resist reacting to these short-term movements.

This will help you stay true to your investment strategy, and keep on track to achieve your long-term goals.

Source: Calculated by MLC using data presented in DMS Data Module offered through the Morningstar software program EnCorr. Based on copyrighted books by Dimson, Marsh, and Staunton, *Triumph of the Optimists*, Princeton University Press, (c) 2002, and *Global Investment Returns Yearbook 2003*, ABN AMRO/London Business School (c) 2003. All rights reserved. Used with permission.

### Diversify to reduce volatility and other risks

Diversification is a sound way to reduce short-term volatility. It also helps you manage the risk of not being able to buy or sell assets when you want to.

The more you diversify the less impact any one investment can have on your portfolio.

One of the most effective ways of reducing volatility is to diversify across a range of asset classes.

Asset classes are groups of similar types of investments.

Each class has its risks and benefits, and goes through its own market cycle. A market cycle can take a couple of years or many years; it's different each time.

So you need to be prepared for all sorts of return outcomes when investing.

A financial adviser can develop a financial plan to help you manage risk and consider issues such as:

- how many years you have to invest
- the savings you will need to reach your goals
- the return you may expect from your investments, and
- how comfortable you are with volatility.

The main asset class risks and benefits are:

#### **Debt securities**

When investing in debt securities, you are effectively lending money to businesses or governments.

Returns typically comprise interest and changes in the market value of the security.

Things to consider:

- There are different types of debt securities and these will have different returns and volatility. Cash is usually the least volatile type of debt.
- Debt securities denominated in foreign currencies will be exposed to exchange rate variances.
- The market value of a debt security may fall due to factors such as an increase to interest rates or concern about defaults on loans. This may result in a loss on your investment.
- Debt securities are usually included in a portfolio for their defensive characteristics.

#### **Property securities**

Investing in property securities will give your portfolio exposure to listed property securities in Australia and around the world. These are referred to as Real Estate Investment Trusts (REITs).

Things to consider:

- Returns are driven by many factors including the economic environment in various countries.
- Australian property securities are dominated by only a few REITs and provide limited diversification.
- Investing outside Australia means you are exposed to exchange rate variances.
- Property securities may be volatile and are usually included in a portfolio for their income and growth characteristics.

## Things to consider before you invest

#### **Australian shares**

This asset class consists of investments in companies listed on the Australian Securities Exchange.

Things to consider:

- The Australian share market has historically been dominated by a few industries such as Materials, Financials and REITs.
- Australian shares can be volatile and are usually included in a portfolio for their growth characteristics.
- Australian shares may provide tax advantages through dividend imputation (franking) credits.

#### **Global shares**

Global shares consist of investments in companies listed on securities exchanges around the world.

Things to consider:

- The number of potential investments is far greater than in Australian shares.
- Returns are driven by many factors including the economic environment in various countries.
- When you invest globally, you are less exposed to the risks associated with investing in just one economy.
- Investing outside Australia means you are exposed to exchange rate variances.
- Global shares can be volatile and are usually included in a portfolio for their growth characteristics.

#### **Private assets**

These are investments in assets that are not traded on listed exchanges. An example of this is an investment in a privately owned business.

Things to consider:

- Private assets are illiquid which makes them difficult to buy or sell.
- To access private assets you generally need to do so via a managed fund.
- Because private assets are not listed on an exchange, determining their value is difficult and may involve a considerable time lag. This means you need to be careful in interpreting the unit price of any fund with a substantial holding of private assets.
- Returns are driven by many factors including the economic environment in various countries.
- You may be exposed to exchange rate variances.
- Private assets can be volatile and are usually included in a portfolio for their growth characteristics.

Diversification across asset classes is just one way of managing risk. At MLC, we diversify within asset classes and across asset classes and investment managers. Please read more about our investment approach on page 7.

#### Investment techniques

Investment managers, including MLC, use different investment techniques which can change the value of an investment.

Investment techniques used in all the investment options include:

#### **Buying long**

Buying long, or taking a long position, is when an investment manager invests in assets that it expects will grow in value. Sometimes the value decreases and/or does not increase for a long time.

#### **Derivatives**

Derivatives are a common tool used to enhance returns or manage risk.

They are contracts that have a value derived from an external reference (eg the level of a share price index).

There are many types of derivatives and they can be an invaluable tool for an investment manager.

However, they can incur significant losses.

MLC's Derivative Risk Statement, which outlines how we manage derivatives, is available on mlc.com.au

How the other managers invest in derivatives is included in their Product Disclosure Statement available on **mlc.com.au**  And there are additional investment techniques used in some investment options. Where these techniques are used extensively, we've made a note of it from page 10 (under the relevant investment options).

These include:

#### **Currency management**

If an investment manager invests in assets in other countries, the value will be affected by the exchange rate.

Returns from global investments reflect movements in currency exchange rates (gains and losses), as well as movements in the value of the underlying securities.

Where desired, this can largely be managed through hedging the currency exposure back to Australian dollars.

#### Gearing

Gearing an investment through borrowing, leverage or by using derivatives, can magnify returns.

However it can also magnify losses. In extreme market conditions, asset values can fall dramatically in a short period of time and the value of a geared investment may even fall to zero.

#### **Short selling**

Short selling is used by an investment manager when it has a view that an asset's price will fall. The manager borrows the asset and sells it with the intention of buying it back at a lower price. If all goes to plan, a profit is made. However, if the price of the asset increases, then the loss could be significant.

#### **Ethical investing**

Investment managers may take into account labour standards, environmental, social or ethical considerations when making decisions to buy or sell investments.

At MLC, we expect our investment managers to consider any material impact these factors may have on the returns from their investments, however we do not impose any restrictions on our investment managers in this regard.

How much consideration the other managers give to these factors is included in their Product Disclosure Statement available on **mlc.com.au** 

#### Want to know more?

We've developed a lot of information on how we can help you grow and protect your wealth.

Just talk to your financial adviser or visit **mlc.com.au** 

## The MLC approach to investing

# When we introduced the multi-manager approach to investing in 1985, we transformed the way Australians invest.

And, more than 20 years later, we're still the preferred multi-manager for Australians.

This is because we design investment solutions which help investors achieve their goals, and also help manage risk.

To do this we apply our five principles of investing, in our multi-manager portfolios:

#### The best way to grow wealth is to use excellent investment managers to find the best investments

We use investment managers who have a competitive edge, can clearly articulate their investment beliefs and have the resources to build excellent portfolios.

We also ask our managers to build portfolios that reflect their best ideas. This allows them to be the best they can be.

Visit **mlc.com.au** for details of our current investment managers.

#### Extensive research is the only reliable way to identify excellent investment managers and build robust strategies

Brand and past returns are not reliable ways of identifying managers who will provide strong returns in the future.

That's why we research hundreds of investment managers from around the world.

## 3. A long-term approach should be used to achieve long-term financial goals

We know reacting to short-term market movements is usually wealth destroying.

That's why we're disciplined in applying a long-term view when we make decisions.

### 4. Sensible diversification reduces risk

Our portfolios are diversified in three important ways:

- Across asset classes. Each asset class performs differently in different circumstances. By investing in a mix of asset classes, the effect of the ups and downs of each asset class's return is smoothed for the overall portfolio.
- Within asset classes. We invest across a broad range of countries, currencies, industries and companies.
- Across investment managers.
   By combining managers with different investment approaches we can generate more consistent returns than a single manager approach.

### 5. Efficient implementation reduces costs and taxes

We carefully manage cash flows and strategy changes within our portfolios to avoid unnecessary tax and costs.

## Our multi-manager approach aims to grow your wealth for a given level of volatility.

When markets are weak and returns are negative, we aim to do better than comparable funds.

When markets are very strong we keep focussed on meeting your long-term goals, rather than chasing risky returns. This may temporarily result in a lower return than comparable funds that do.

By reducing the extent of the ups and downs, returns are smoother.

## Investing through MLC

#### Through MLC, you can select a portfolio that suits the way you want to invest.

With so many funds to choose from it should be a simple process of selecting a fund that works for you.

But where do you start?

Our multi-manager portfolios make sophisticated investing simple.

We are experts in putting together portfolios for people.

We have the experience and resources to find the best investment managers from around the world.

And, as world markets change, we manage and evolve our portfolios.

We actively research markets and seek new opportunities to increase returns or reduce risk.

This ensures we stay true to the objectives of our portfolios, so you can keep on track to meeting your goals.

#### Choosing your portfolio

At MLC we understand you have unique goals and circumstances, so we bring you a range of investment solutions that can help you meet your long-term goals.

Through our MLC Horizon Portfolios and MLC Long-Term Absolute Return Portfolio, you can choose a complete portfolio to match your investment needs.

These portfolios make the most of our multi-manager approach, which aims to grow your wealth for a given level of volatility.

#### **Customising your portfolio**

We recognise some investors want a more active role in selecting and combining their investment options.

We offer over 40 investment options including investment options managed by MLC and some not managed by MLC.

Whatever your investment plans, we have a solution to suit.

## Choosing your portfolio

## Our portfolios make investing simple.

We recognise every investor has a different investment time-frame, return expectation and tolerance for volatility.

Our portfolios are designed so you can use them as a total investment solution.

Each portfolio uses MLC's multi-manager investment approach.

This means you can be sure your investments' risk is managed with the right levels of diversification across asset classes and investment managers.

#### **MLC Horizon Series**

The MLC Horizon Series Portfolios are a simple and reliable way for you and your financial adviser to implement your financial plan.

### MLC Long-Term Absolute Return Portfolio

Leveraging the best ideas of our multi-manager approach, this portfolio goes beyond conventional investing. It accesses more sources of return and an even broader range of assets and strategies than the MLC Horizon Portfolios.

With a 20 year time-frame, this portfolio is free to focus on real wealth creation.

## MLC Horizon Portfolios

#### Investment objective

Each portfolio aims to grow your wealth for an expected level of volatility.

### About the investment options

Each MLC Horizon Portfolio is a complete solution to meet an investor's financial goals. The portfolios are diversified within asset classes, across asset classes and across investment managers who invest in many companies and securities around the world. The main asset classes are described on page 4 and 5.

Designing a complete portfolio solution involves much more than simply combining a number of asset classes. Every aspect of our portfolios is important; from the securities we include and the way in which we mandate investment managers, to the asset classes we use. This is not a set and forget approach; the portfolios are continuously kept balanced using efficient processes. And the portfolios evolve through time as we research new opportunities to increase returns or reduce risk.

We are focussed on growing your wealth for an expected level of volatility. We won't chase risky returns when markets are very strong, which may temporarily result in a lower return than comparable funds that do. At other times, and particularly when markets are weak, we expect each portfolio to have higher returns than comparable funds.

## MLC Horizon Portfolios

	The investment option may be suited to you if	Target allocation of \$1,000 (at 31 December 09)
MLC Horizon 1 – Bond Portfolio	<ul> <li>you want to invest almost entirely in defensive assets</li> <li>you give priority to preserving your capital</li> </ul>	Cash \$300 Debt securities \$700
MLC Horizon 2 – Capital Stable Portfolio	<ul> <li>you want to invest with a bias towards defensive assets, with some exposure to growth assets</li> <li>preserving your capital is an important but not overriding concern</li> </ul>	Cash \$100 Debt securities \$600 Australian shares \$100 Global shares (unhedged) \$110 Global shares (hedged) \$50 Global property securities (hedged) \$20 Global private assets (hedged) \$20
MLC Horizon 3 – Conservative Growth Portfolio	<ul> <li>you want to invest in an approximately equal mix of defensive and growth assets</li> <li>you want a portfolio with some long-term capital growth potential and can tolerate moderate to low volatility</li> </ul>	Debt securities \$500 Australian shares \$210 Global shares (unhedged) \$130 Global shares (hedged) \$60 Global property securities (hedged) \$30 Global private assets (hedged) \$60 Other \$10
MLC Horizon 4 – Balanced Portfolio	<ul> <li>you want to invest with a bias towards growth assets</li> <li>you want a portfolio with a bias towards long-term capital growth potential and can tolerate moderate volatility</li> </ul>	Debt securities \$300 Australian shares \$310 Global shares (unhedged) \$190 Global shares (hedged) \$70 Global property securities (hedged) \$40 Global private assets (hedged) \$60 Other \$30
MLC Horizon 5 – Growth Portfolio	<ul> <li>you want to invest with a strong bias to growth assets</li> <li>you want a portfolio with a strong bias towards long-term capital growth potential and can tolerate moderate to high volatility</li> </ul>	Debt securities \$150 Australian shares \$350 Global shares (unhedged) \$250 Global shares (hedged) \$130 Global property securities (hedged) \$30 Global private assets (hedged) \$60 Other \$30
MLC Horizon 6 – Share Portfolio	<ul> <li>you want to invest in growth assets</li> <li>you want a portfolio focussed on long-term capital growth potential and can tolerate high volatility</li> </ul>	Australian shares \$400 Global shares (unhedged) \$270 Global shares (hedged) \$240 Global private assets (hedged) \$60 Other \$30
MLC Horizon 7 – Accelerated Growth Portfolio	<ul> <li>you want a portfolio focussed on long-term capital growth</li> <li>you want a portfolio that generally borrows to invest in growth assets</li> <li>you are comfortable with the extra volatility associated with gearing</li> </ul>	Australian shares \$520 Global shares (unhedged) \$340 Global shares (hedged) \$350 Global private assets (hedged) \$60 Other \$30 Borrowing -\$300

We may adjust the target allocation		Fees and costs	
within these ranges	Expected volatility	Super Pension	
Defensive Growth 95–100% 0–5%	Low Moderate High Very high	Indicative investment fee (%pa) 0.37  Transaction cost allowance Entry / Exit (%) Nil / Nil  Indicative investment fee (%pa) 0.32  Transaction cost allowance Entry / Exit (%) Nil / Nil	
Defensive Growth 65–75% 25–35%	Low Moderate High Very high	Indicative investment fee (%pa) 0.43  Transaction cost allowance Entry / Exit (%) 0.05 / 0.05  Indicative investment fee (%pa) 0.47  Transaction cost allowance Entry / Exit (%) 0.05 / 0.05	
Defensive Growth 45–55% 45–55%	Low Moderate High Very high	Indicative investment fee (%pa) 0.54  Transaction cost allowance Entry / Exit (%) 0.05 / 0.05  Indicative investment fee (%pa) 0.54  Transaction cost allowance Entry / Exit (%) 0.05 / 0.05	
Defensive Growth 25–35% 65–75%	Low Moderate High Very high	Indicative investment fee (%pa) 0.60  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10  Indicative investment fee (%pa) 0.59  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	
Defensive Growth 10–20% 80–90%	Low Moderate High Very high	Indicative investment fee (%pa) 0.61  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10  Indicative investment fee (%pa) 0.62  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	
Defensive Growth 0–10% 90–100%	Low Moderate High Very high	Indicative investment fee (%pa) 0.64  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10  Indicative investment fee (%pa) 0.65  Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	
Growth 100–135%	Low Moderate High Very high	Indicative investment fee (%pa) 1.10  Transaction cost allowance Entry / Exit (%) 0.20 / 0.20  Indicative investment fee (%pa) 1.13  Transaction cost allowance Entry / Exit (%) 0.20 / 0.20	

### MLC Long-Term Absolute Return Portfolio

#### Investment objective

Aims to maximise its return (above inflation, and after deducting investment fees and superannuation tax) over rolling 20 year periods, while ensuring a high likelihood of it being positive over that time-frame.

#### About the investment option

The Portfolio is designed using 3 steps:

 It invests broadly across asset classes, many of which are unconventional (eg insurance related investments, commodities, private assets and inflation-linked securities). This reduces its dependency on a single source of return. While investing in shares will generally be an important part of the Portfolio's strategy, its exposure to the Australian share market will not dominate.

The Portfolio also uses a number of investment managers who are not limited to just one asset class, and may apply short selling techniques to enhance returns. Over time, the Portfolio may take advantage of a variety of investment opportunities as they arise.

2. This diversification strategy is then geared in order to meet its 20 year objective.

These two steps combine to make the Portfolio's neutral strategy.

3. We then take this neutral strategy and adjust it to manage risk and take advantage of opportunities with a 5 to 8 year perspective. These adjustments can be significant. For example our neutral strategy is to gear \$600 for every \$1,000 you invest, but at 31 December 2009 the adjusted asset allocation has borrowings of \$280 for every \$1,000 you invest.

The resulting target asset allocation is shown in the following pie graph.

The Portfolio invests significantly in assets that cannot easily be sold. And it may be significantly geared (it is allowed to invest up to \$1,000 for every \$1,000 you invest). The combination of these facts means that, from time to time we may suspend your ability to put money into, or take money out of, the Portfolio. For this reason, you are only allowed to hold up to 25% of your pension account in this Portfolio.

#### The investment option may be suited to you if...

You want to:

- take a genuinely long-term investment approach
- focus on achieving returns above inflation, and can tolerate significant short-term volatility to achieve those returns
- access the benefits of a geared portfolio and are comfortable with the associated higher volatility
- diversify across a wider range of asset classes
- access long-term and/or unconventional asset classes and investment strategies while accepting that such strategies may take years to reward you.

And you are willing to accept:

- both financially and emotionally, that the Portfolio may have substantially different returns to other investments
- the Portfolio may be illiquid for some time, potentially years.

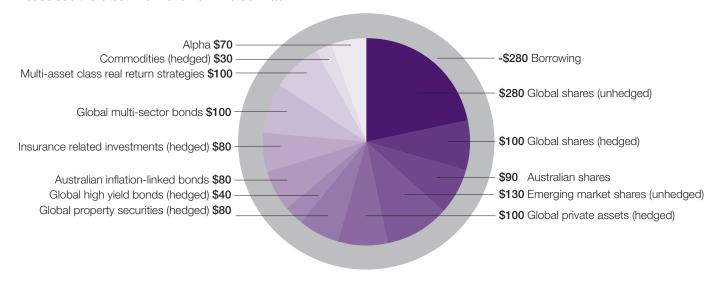
#### **Current return expectation**

An average of 5.5% pa above the rate of inflation over rolling 20 year periods. This expectation is after deducting investment fees and superannuation tax. There may be substantial periods when this return may not be achieved, and when the Portfolio falls in value. The return expectation may change over time and is based on MLC's current estimate of long-term returns.

Fees and costs for Super		Fees and costs	for Pension
Indicative investment fee (%pa) 1.50		Indicative invest fee (%pa)	ment 1.38
Transaction cost allowance Entry / Exit (%) 0.15 / 0.15		Transaction cost allowance Entry / Exit (%) 0.15 / 0.15	

#### Target allocation of \$1,000 (at 31 December 2009)

The asset allocation may have changed substantially from this. Please see the latest information on **mlc.com.au** 



# Customising your portfolio

# For those who prefer to play a more active role in selecting and combining investment options.

You may want to customise your portfolio.

You can do this through MLC investment options, or options not managed by MLC.

#### **MLC** investment options

We offer a range of investment options which help you customise your asset allocation.

#### **MLC** asset class funds

Our asset class funds are designed to be a complete asset class solution.

#### **MLC** specialist funds

We also offer specialist funds, designed to be used for part of an asset class.

And, while these funds invest in just one asset class, they benefit from the strength of MLC's research capability, experience and knowledge of investing.

### Investment options not managed by MLC

We also offer a selection of single asset class investment options from other managers.

You can find further details on each investment option in the managers' Product Disclosure Statement on mlc.com.au

If you are considering investing in only these investment options, you will need to be careful as your portfolio may not be adequately diversified.

## MLC asset class funds

#### Investment objective

Each Fund is designed to be a complete portfolio for the respective asset class, and aims to deliver growth by using investment managers who invest and diversify across many companies and securities within that asset class.

#### How you can assess performance

You can assess the performance of each Fund against its Market Benchmark over a full market cycle. When making this assessment, be aware that the Market Benchmark does not take into account fees and taxes that may apply to your account.

#### **MLC Cash Fund**

#### About the investment option

The Fund invests in Australian government, bank and company issued securities with high credit quality and high levels of liquidity.

MLC Limited guarantees that the unit price of the Fund will not fall (before the deduction of tax and fees).

#### **Market Benchmark**

UBS Australian Bank Bill Index

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.27	Indicative investment fee (%pa) 0.25	
Transaction cost allowance Entry / Exit (%) Nil / Nil	Transaction cost allowance Entry / Exit (%) Nil / Nil	

#### **MLC Diversified Debt Fund**

#### About the investment option

The Fund is diversified across different types of debt securities in Australia and around the world that typically have a reasonably long time to maturity. Other assets such as commodities and hybrid securities may be used to hedge against inflation or provide additional diversification.

Foreign currency exposures will generally be substantially hedged to the Australian dollar.

As a result of capital restructures of debt issuers, the Fund may have an incidental exposure to shares from time to time.

#### **Market Benchmark**

50% UBS Composite Bond Index (All Maturities) & 50% Barclays Capital Global Aggregate Bond Index (hedged into Australian dollars)

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.44	Indicative investment fee (%pa) 0.44	
Transaction cost allowance Entry / Exit (%) Nil / Nil	Transaction cost allowance Entry / Exit (%) Nil / Nil	

## MLC asset class funds

#### Investment objective

Each Fund is designed to be a complete portfolio for the respective asset class, and aims to deliver growth by using investment managers who invest and diversify across many companies and securities within that asset class.

#### How you can assess performance

You can assess the performance of each Fund against its Market Benchmark over a full market cycle. When making this assessment, be aware that the Market Benchmark does not take into account fees and taxes that may apply to your account.

We won't chase risky returns when markets are very strong, which may temporarily result in a lower return than the Market Benchmark. At other times, and particularly when markets are weak, we expect to have a higher return than the Market Benchmark.

#### **MLC Property Securities Fund**

#### About the investment option

The Fund invests primarily in Australian property securities, including listed Real Estate Investment Trusts and companies across most major listed property sectors. It does not normally invest in direct property, but may have some exposure to property securities listed outside of Australia from time to time.

Foreign currency exposures will generally be substantially hedged to the Australian dollar.

#### **Market Benchmark**

S&P/ASX 300 A-REIT Accumulation Index

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.66	Indicative investment fee (%pa) 0.70	
Transaction cost allowance Entry / Exit (%) 0.25 / 0.20	Transaction cost allowance Entry / Exit (%) 0.25 / 0.20	

#### **MLC Global Property Fund**

#### About the investment option

The Fund invests primarily in property securities around the world, including listed Real Estate Investment Trusts and companies across most major listed property sectors. It does not normally invest in direct property.

Foreign currency exposures will generally be substantially hedged to the Australian dollar.

#### **Market Benchmark**

UBS Global Investors Index (hedged into Australian dollars)

Fees and costs for Super	Fees and costs for Pension
Indicative investment fee (%pa) 0.75	Indicative investment fee (%pa) 0.77
Transaction cost allowance Entry / Exit (%) 0.15 / 0.15	Transaction cost allowance Entry / Exit (%) 0.15 / 0.15

#### **MLC Global Share Fund**

#### **About the investment option**

The Fund invests primarily in companies listed (or expected to be listed) on share markets anywhere around the world, and is typically diversified across major listed industry groups.

Foreign currency exposures will generally not be hedged to the Australian dollar.

#### **MLC Australian Share Fund**

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on the Australian Securities Exchange, and is typically diversified across major listed industry groups. It may have a small exposure to companies listed outside of Australia from time to time.

#### **Market Benchmark**

MSCI All Country World Index

Fees and costs for Super		Fees and costs for Pension	
Indicative investment fee (%pa) 0.75		Indicative investr fee (%pa)	<b>nent</b> 0.79
Transaction cost allowance Entry / Exit (%) 0.10 / 0.10		Transaction cost Entry / Exit (%)	

#### **Market Benchmark**

S&P/ASX 300 Accumulation Index

Fees and costs for Super		Fees and costs for Pension	
Indicative investment fee (%pa) 0.59		Indicative invest fee (%pa)	ment 0.60
Transaction cost allowance Entry / Exit (%) 0.15 / 0.15		Transaction cos Entry / Exit (%)	t allowance 0.15 / 0.15

#### MLC Hedged Global Share Fund

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on share markets anywhere around the world, and is typically diversified across major listed industry groups.

Foreign currency exposures will generally be substantially hedged to the Australian dollar.

#### **Market Benchmark**

MSCI All Country World Index (hedged into Australian dollars)

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.75	Indicative investment fee (%pa) 0.78	
Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	

## MLC specialist funds

#### Investment objective

Each Fund aims to deliver growth by using investment managers who invest and diversify across many companies and securities within the respective asset class.

#### How you can assess performance

You can assess the performance of each Fund against its Market Benchmark over a full market cycle. When making this assessment, be aware that the Market Benchmark does not take into account fees and taxes that may apply to your account.

#### **MLC Australian Share Value Style Fund**

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on the Australian Securities Exchange. It may have a small exposure to companies listed outside of Australia from time to time.

We primarily use investment managers who have an investment style focussing on companies that they believe are undervalued in relation to their earning potential.

#### **Market Benchmark**

S&P/ASX 300 Accumulation Index

Fees and costs for Super	Fees and costs for Pension
Indicative investment fee (%pa) 0.61	Indicative investment fee (%pa) 0.63
Transaction cost allowance Entry / Exit (%) 0.15 / 0.15	Transaction cost allowance Entry / Exit (%) 0.15 / 0.15

#### **MLC Australian Share Growth Style Fund**

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on the Australian Securities Exchange. It may have a small exposure to companies listed outside of Australia from time to time.

We primarily use investment managers who have an investment style focussing on companies that are expected to have strong earnings growth.

#### **Market Benchmark**

S&P/ASX 300 Accumulation Index

Fees and costs for Super		Fees and costs	for Pension
Indicative investment fee (%pa) 0.56		Indicative invest fee (%pa)	ment 0.57
Transaction cost allowance Entry / Exit (%) 0.20 / 0.20		Transaction cos Entry / Exit (%)	

#### **MLC Global Share Value Style Fund**

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on share markets anywhere around the world.

Foreign currency exposures will generally not be hedged to the Australian dollar.

We primarily use investment managers who have an investment style focussing on companies that they believe are undervalued in relation to their earning potential.

#### **Market Benchmark**

MSCI All Country World Index

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.80	Indicative investment fee (%pa) 0.84	
Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	Transaction cost allowance Entry / Exit (%) 0.10 / 0.10	

#### **MLC Global Share Growth Style Fund**

#### About the investment option

The Fund invests primarily in companies listed (or expected to be listed) on share markets anywhere around the world.

Foreign currency exposures will generally not be hedged to the Australian dollar.

We primarily use investment managers who have an investment style focussing on companies that are expected to have strong earnings growth.

#### **Market Benchmark**

MSCI All Country World Index

Fees and costs for Super	Fees and costs for Pension	
Indicative investment fee (%pa) 0.71	Indicative investment fee (%pa) 0.74	
Transaction cost allowance Entry / Exit (%) 0.15 / 0.10	Transaction cost allowance Entry / Exit (%) 0.15 / 0.10	

#### MLC IncomeBuilder™

#### Investment objective

Aims to provide returns from companies that are expected to deliver a growing dividend stream over time.

#### About the investment option

MLC IncomeBuilder™ invests primarily in Australian companies that have the potential to provide future growth in dividends.

The Fund is expected to generate tax-effective returns by:

- investing in companies expected to have high franking levels, and
- carefully managing the realisation of capital gains.

The Fund is expected to provide returns consistent with investing in a broad range of Australian companies.

#### How you can assess performance

You can assess performance based on the annual growth in dividends received from the underlying companies.

Fees and costs for Super	Fees and costs for Pension
Indicative investment fee (%pa) 0.71	Indicative investment fee (%pa) 0.71
Transaction cost allowance Entry / Exit (%) Nil / Nil	Transaction cost allowance Entry / Exit (%) Nil / Nil

#### **Debt securities**

#### Vanguard® Australian Fixed Interest Index Fund

#### Investment objective

Aims to match the return (income and capital appreciation) of the UBS Australian Composite Bond Index before taking into account fund fees and expenses.

#### About the investment option

Vanguard selects a representative sample of bonds in the Index (330 bonds issued by the Australian government, state government-guaranteed treasury corporations and semi-government authorities, as well as, investment grade corporate issuers) to form the portfolio. Bonds have a finite life which means the composition of the Index is constantly changing. The Fund may hold up to 20% more than the Index in short-term corporate bonds to obtain higher yields.

Investment fees and costs				
Indicative investment fee (%pa) 0.19 0.12				
Transaction cost allowance for Super		Transaction co allowance for		
Entry / Exit (%)	0.20/0.20	Entry / Exit (%)	0.20 / 0.20	

#### Vanguard® International Fixed Interest Index Fund (Hedged)

#### Investment objective

Aims to match the return (income and capital appreciation) of the Barclays Capital Global Treasury Index hedged into Australian dollars before taking into account fund fees and expenses.

#### About the investment option

Vanguard selects a representative sample of bonds in the Index (the Index comprises approx 1,000 bonds issued by 35 governments worldwide) to form the portfolio. Bonds have a finite life which means the composition of the Index is constantly changing.

Vanguard may make deviations from the Index to a limited degree by primarily holding non-domestic government and supranational (issued by government-owned or government-guaranteed entities) bonds or other investment grade entities so the Fund may benefit from the higher yields offered and reduce withholding tax payable on some government bonds. This overweighting is limited to 20%.

Investment fees and costs				
Indicative investment lssuer fee (%pa) 0.24 0.1				
Transaction cost allowance for Super		Transaction co allowance for		
Entry / Exit (%)	0.20/0.20	Entry / Exit (%)	0.20 / 0.20	

### **NAB Fixed Rate Funds** (only available for Pension investors)

#### **Investment objective**

To provide a guaranteed rate of interest for the term selected.

#### About the investment option

The rate you receive is the rate current on the date your investment in the selected Fund starts.

The rate is guaranteed for the investment term unless taxation conditions change.

You can only invest up to 80% of your pension account in these Funds and you cannot invest once you reach age 90.

Investment fees and costs				
Indicative investment Issuer fee (%pa) N/A N/A				
Transaction cost allowance for Super		Transaction cost allowance for Pens	sion	
Entry / Exit (%)	N/A	Entry / Exit (%)	N/A	

#### **Property securities**

#### **Legg Mason Property Securities Trust**

#### Investment objective

Aims to provide a return of 1.5% pa, in excess of the S&P/ASX 200 A-REIT Accumulation Index over rolling three-year periods, before taking into account fees, expenses and taxes.

#### About the investment option

The Fund invests in a diversified portfolio of listed property trusts and property related listed securities such as infrastructure.

The valuation of securities is based on a long-term cash flow based analysis, using a bottom up selection approach.

Factors considered important when analysing property securities include asset quality, leasing and financing structures, development opportunities and risks as well as the quality of the management team.

# Investment fees and costs Indicative investment fee (%pa) Transaction cost allowance for Super Issuer fee (%pa) 0.51 Transaction cost allowance for Pension

Entry / Exit (%)

0.28 / 0.28

0.28 / 0.28

Entry / Exit (%)

#### Vanguard® Australian Property Securities Index Fund

#### Investment objective

Aims to match the return (income and capital appreciation) of the S&P/ASX 300 A-REIT Index before taking into account fees and expenses.

#### About the investment option

The Fund will hold all of the securities in the Index (at most times) allowing for individual security weightings to vary marginally from the Index from time to time. The Fund may invest in property securities that have been or are expected to be included in the Index.

Investment fees and costs				
Indicative investment Issuer fee (%pa) 0.24 0.12				
Transaction cost allowance for Super		Transaction co allowance for		
Entry / Exit (%)	0.20 / 0.20	Entry / Exit (%)	0.20 / 0.20	

#### **Australian shares**

Antares Lodestar Absolute Return Trust
– Australian Shares

#### **Investment objective**

Aims to produce absolute returns in both rising and falling equity markets over rolling five-year periods.

#### About the investment option

Lodestar is an active, style-neutral investment manager. It believes that through an investment cycle various investment styles come in and out of favour with the market and that a style-neutral approach best ensures that investors are not subject to extreme swings in investment styles.

Lodestar typically invests in a concentrated portfolio of securities on the Australian Securities Exchange. Each security's inherent value and price is continually assessed and influences the Fund's weighting towards particular securities or sectors.

Lodestar has the ability to:

- invest in cash when the opportunities in the equities market are poor
- apply leverage and hedging to increase returns and/or reduce risks
- use derivatives
- short sell stocks where stocks are assessed as unattractive relative to their inherent value.

As a result of the investment process returns are likely to be less volatile than the share market indices over the medium term.

NAB is the parent company of Antares who uses Lodestar as the investment manager for this Fund.

#### **Investment fees and costs**

Management fee (%pa)	1.03
Estimated performance fee (%pa)	1.75
Indicative investment fee (%pa)	2.78

Issuer fee (%pa) Nil

Transaction cost allowance for Super		Transaction co allowance for	
Entry / Evit (%)	030/030	Entry / Exit (%)	030/030

The estimated performance fee is based on the actual performance fees paid from the Antares Lodestar Absolute Return Trust – Australian Shares over the 12 months to 31 December 2009. The actual performance fee charged in future periods may differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the Annual Report.

#### **Australian shares**

#### **Ausbil Australian Emerging Leaders Fund**

#### Investment objective

Aims to provide returns above the benchmark comprising 70% S&P/ASX Midcap 50 Accumulation Index and 30% S&P/ASX Small Ordinaries Accumulation Index over the medium to long term, before taking into account fees, expenses and tax.

#### About the investment option

Ausbil believes that a company's share price ultimately follow earnings (and earnings revisions). At all times the Fund will favour sectors and specific companies which it believes will experience positive earnings revisions.

# Investment fees and costs Management fee (%pa) 0.75 Estimated performance fee (%pa) 1.70 Indicative investment fee (%pa) 2.45 Issuer fee (%pa) 0.12 Transaction cost

allowance for Super		allowance for Pension	
Entry / Exit (%)	0.30/0.30	Entry / Exit (%)	0.30/0.30

The estimated performance fee is based on the actual performance fees paid from the Ausbil Australian Emerging Leaders Fund over the 12 months to 31 December 2009. The actual performance fee charged in future periods may differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the Annual Report.

#### **Challenger Wholesale Select Australian Share Fund**

#### **Investment objective**

Aims to outperform the S&P/ASX 200 Accumulation Index over rolling five-year periods.

#### About the investment option

Challenger is an active manager who believes it can add value to outperform the market by using fundamental research to identify companies mispriced or overlooked by the market. As a 'style neutral' manager, Challenger invests in companies that exhibit both value and growth characteristics. This investment approach moderates the cyclical swings from growth and value investing and can outperform over the full business cycle. Companies are rated based on quantitative valuation measures as well as qualitative factors such as industry structure, management quality and the competitive position of the company. The Fund primarily targets companies that benefit from:

- positive industry dynamics (industry structure), and/or
- improvements in corporate performance (turnaround situations).

Investment fees and costs			
Management fee (%pa) Estimated performance fee (%pa) Indicative investment fee (%pa)		0.56 0.00 <b>0.56</b>	
Issuer fee (%pa)		0.12	
Transaction cost allowance for Super		Transaction co allowance for	~ -
Entry / Exit (%)	0.30 / 0.30	Entry / Exit (%)	0.30 / 0.30

The estimated performance fee is based on the actual performance fees paid from the Challenger Wholesale Select Australian Share Fund over the 12 months to 31 December 2009. The actual performance fee charged in future periods may differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the Annual Report.

#### Fortis Investments Australian Equity Fund

#### Investment objective

Aims to provide capital appreciation while accepting volatility through investments in securities listed on the Australian Securities Exchange over the medium term (five years).

#### **About the investment option**

The Fund seeks to be fully invested in 30 to 40 companies that have:

- strong or leading positions in structurally attractive, growing industries
- above-average sustainable earnings growth.

Risk is managed by favouring these companies over those that are in declining or unprofitable industries.

# Investment fees and costs Indicative investment fee (%pa) Transaction cost allowance for Super Entry/Exit (%) Investment fees and cost Super Issuer fee (%pa) O.12 Transaction cost allowance for Pension Entry/Exit (%) O.30/O.30 Entry/Exit (%) O.30/O.30

#### **Investors Mutual Australian Share Fund**

#### Investment objective

Aims to provide returns above the S&P/ASX 300 Accumulation Index over rolling four-year periods, after taking into account fees and expenses, but before tax.

#### About the investment option

The Fund is invested in a diversified portfolio of high quality Australian industrial and resource companies that display four characteristics:

- a sustainable competitive advantage
- recurring earnings
- capable management, and
- the ability to grow over time.

Investors Mutual Limited (IML) believes that there are times that a company's price is below its long term value. These situations provide IML with the opportunity to purchase quality companies at attractive prices.

Investment fees and costs				
Indicative investment fee (%pa) 0.72 0.12				
Transaction cost allowance for Super		Transaction co allowance for	~ -	
Entry / Exit (%)	0.25/0.25	Entry / Exit (%)	0.25 / 0.25	

#### **Australian shares**

#### **MLC-Vanguard Australian Share Index Fund**

#### Investment objective

Aims to match the return of the S&P/ASX 200 Accumulation Index, before taking into account fees, expenses and tax.

#### **About the investment option**

To closely track the Index, Vanguard employs optimisation techniques to select a representative sample of shares in the Index to form the portfolio. Individual security weightings may vary marginally from the Index from time to time.

Fees and costs	for Super	Fees and costs	for Pension
Indicative investi fee (%pa)	<b>ment</b> 0.27	Indicative investi fee (%pa)	<b>ment</b> 0.30
Transaction co allowance for		Transaction co allowance for	
Entry / Exit (%)	0.05/0.05	Entry / Exit (%)	0.05/0.05

#### **Northward Capital Australian Equity Trust**

#### Investment objective

Aims to provide returns above the S&P/ASX 300 Accumulation Index (ex Listed Property Trusts), over rolling three-year periods, after fees and expenses.

#### About the investment option

Northward believes that a disciplined Fundamental 'bottom up' research approach to identify undervalued quality companies will generate strong investment returns over the long term.

A multi-sector portfolio approach allows sector specialists to focus on investing in quality companies they assess to be the most undervalued. The Co-Lead portfolio managers are responsible for aggregating the sector stock selection into one portfolio of 30-50 stocks listed on the Australian Securities Exchange and are ultimately responsible for overall portfolio construction.

Northward is part of the NAB group.

Investment fee	es and costs		
Management fee (%pa) Estimated performance fee (%pa) Indicative investment fee (%pa)		0.85 0.12 <b>0.97</b>	
Issuer fee (%pa)		Nil	
Transaction cost allowance for Super		Transaction co	
Entry / Exit (%)	0.25 / 0.25	Entry / Exit (%)	0.25 / 0.25

The estimated performance fee is based on the actual performance fees paid from the Northward Capital Australian Equity Trust over the 12 months to 31 December 2009. The actual performance fee charged in future periods may differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the Annual Report.

#### **Perennial Value Shares Wholesale Trust**

#### Investment objective

Aims to provide (a growth in the value of your investment over the long-term via a combination of capital growth and tax-effective income by investing in a diversified portfolio of Australian shares that provide) returns above the S&P/ASX 300 Accumulation Index, over rolling three-year periods, before deducting fees, expenses and tax.

#### About the investment option

Perennial seeks to buy securities in 'good businesses that are undervalued' with the view that good businesses are eventually recognised by markets and are positively revalued.

The Fund typically invests in 45 (minimum of 20 and a maximum of 70) companies listed on the Australian Securities Exchange. The Fund seeks to be fully invested with a cash exposure limited to 10% of assets.

#### **Perpetual Wholesale Australian Fund**

#### Investment objective

Aims to provide long-term capital growth and income through investment in quality industrial and resource shares, and other securities.

#### About the investment option

Perpetual researches companies of all sizes using consistent share selection criteria. Perpetual's priority is to select companies that represent the best investment quality and are appropriately priced. In determining investment quality, investments are carefully selected on the basis of four key investment criteria:

- conservative debt levels
- sound management
- quality business, and
- in the case of industrial companies, recurring earnings.

Derivatives may be used in managing the Fund.

The Fund's investment universe allows it to invest, directly or indirectly, in stocks listed or to be listed on share market exchanges outside Australia. Exposure to stocks outside Australia is limited to 20%.

Investment fees and costs				
Indicative investi fee (%pa)	<b>ment</b> 0.72	Issuer fee (%pa)	0.12	
Transaction co allowance for	~-	Transaction co allowance for	<u> </u>	
Entry / Exit (%)	0.30 / 0.30	Entry / Exit (%)	0.30/0.30	

Investment fees	and costs		
Indicative investm fee (%pa)	o.86	Issuer fee (%pa)	0.12
Transaction cost allowance for Super		Transaction cos allowance for F	-
Entry / Exit (%)	0.40 / Nil	Entry / Exit (%)	0.40 / Nil

#### **Australian shares**

#### **Perpetual Wholesale Ethical SRI Fund**

#### Investment objective

Aims to provide long-term capital growth and income though investment in quality shares and other securities of socially responsible companies.

#### About the investment option

Perpetual researches companies of all sizes using consistent share selection criteria. Perpetual's priority is to select those companies that represent the best investment quality, and are appropriately priced. In determining investment quality, investments are carefully selected on the basis of four key investment criteria:

- conservative debt levels
- sound management
- · quality business, and
- in the case of industrial companies, recurring earnings.

In addition, the ethical screening process takes into account environmental and social considerations and begins by excluding companies that we believe generate a material portion of revenue from the production or distribution of excluded goods or services such as:

- manufacture or sale of alcohol, tobacco, gaming equipment, weapons and armaments
- extraction of uranium, and
- operation of gaming facilities.

Companies remaining after the ethical exclusions are then subject to an SRI screening to evaluate how their business practices impact society and the environment.

Derivatives may be used in managing the Fund.

# Investment fees and costs Indicative investment fee (%pa) 0.80 Ussuer fee (%pa) 0.12 Transaction cost allowance for Super User Intry / Exit (%) 0.20 / 0.20 User Intry / Exit

#### Perpetual Wholesale Smaller Companies Fund No. 2

#### Investment objective

Aims to provide long-term capital growth and income through investment in quality Australian industrial and resource shares and other securities which, when first acquired, do not rank in the S&P/ASX 50 Index.

#### About the investment option

Perpetual researches companies of all sizes using consistent share selection criteria. Perpetual's priority is to select companies that represent the best investment quality, and are appropriately priced. In determining investment quality, investments are carefully selected on the basis of four key investment criteria:

- · conservative debt levels
- sound management
- quality business, and
- in the case of industrial companies, recurring earnings.

Derivatives may be used in managing the Fund.

Investment fee	es and costs		
Indicative investi fee (%pa)	<b>ment</b> 1.25	Issuer fee (%pa)	0.12
Transaction co allowance for		Transaction co allowance for	
Entry / Exit (%)	0.20 / 0.20	Entry / Exit (%)	0.20/0.20

#### **Schroder Wholesale Australian Equity Fund**

#### Investment objective

Aims to provide returns above the S&P/ASX 200 Accumulation Index (before deducting fees and taxes) over the medium to longer term (three to five years).

#### About the investment option

Schroders invests in a portfolio of predominantly Australian companies listed on the Australian Securities Exchange that:

- have a long-term sustainable competitive advantage
- are in attractive industries
- generate returns higher than their costs of capital, and
- demonstrate strong growth prospects.

# Investment fees and costs Indicative investment fee (%pa) 0.57 0.12 Transaction cost allowance for Super Entry / Exit (%) 0.30 / 0.30 Issuer fee (%pa) 0.12 Transaction cost allowance for Pension Entry / Exit (%) 0.30 / 0.30

#### Global shares

#### AXA Wholesale Global Equity – Value Fund

#### Investment objective

Aims to provide unit holders with long-term capital growth and to outperform the Morgan Stanley Capital International World ex-Australia Index (net dividends reinvested) in Australian dollar terms, after costs over rolling five-year periods.

#### About the investment option

The Fund invests in companies whose share price appears undervalued relative to long-term earnings potential. Companies included in the portfolio will have a minimum market capitalisation, at the time of purchase of:

- US\$750M for developed countries
- US\$200M for emerging countries.

Country allocation is generally in proportion to securities market size however the Fund may be under or over weight in countries that are considered to be more attractive.

The Fund's investment in foreign markets will generally be exposed to the relevant foreign currencies. Currency hedging may be used from time to time.

The Fund may hold cash if appropriate investments are not available.

Investment fee	es and costs		
Indicative investr fee (%pa)	<b>ment</b> 0.85	Issuer fee (%pa)	0.12
Transaction co allowance for		Transaction co allowance for	
Entry / Exit (%)	0.20/0.20	Entry / Exit (%)	0.20 / 0.20

#### Global shares

#### **BlackRock Global Allocation Fund**

#### **Investment objective**

Aims to maximise total investment returns while managing risk and is generally diversified across markets, industries and issuers.

#### **About the investment option**

The Fund will typically invest in securities issued by governments and companies located in North and South America, Europe and Asia.

While diversified across markets, industries and issuers, the Fund's asset mix will vary in response to changing market conditions and economic trends. At times, the Fund may hold up to 100% in cash and fixed interest securities.

Investment fees and costs	
Management fee (%pa) Estimated performance fee (%pa) Indicative investment fee (%pa)	0.10 0.00 <b>0.10</b>
Issuer fee (%pa)	0.12

Transaction cost allowance for Super		Transaction cost allowance for Pension	
Entry / Exit (%)	0.30 / 0.30	Entry / Exit (%)	0.30/0.30

The estimated performance fee is based on the actual performance fees paid from the BlackRock Global Allocation Fund over the 12 months to 31 December 2009. The actual performance fee charged in future periods may differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the Annual Report.

#### **BlackRock Global Small Cap Fund (Unhedged)**

#### Investment objective

Aims to maximise capital growth through exposure to a globally diversified portfolio of shares of quality small and mid capitalisation companies listed on international stock exchanges.

The Fund is managed with the aim of consistently generating superior risk adjusted returns.

#### About the investment option

The Fund will typically be invested in small to medium sized companies around the world. The size of the companies range from US\$300M to US\$10B. The Fund may invest a maximum of 15% of assets in cash. The currency exposures of the fund are generally unhedged, however active currency management may be undertaken from time to time.

Improctment for	and and	a o e la

Indicative investment		Issuer fee (%pa)	
fee (%pa)	0.95		0.12

Transaction cost allowance for Super		Transaction cost allowance for Pension	
Entry / Exit (%)	0.50 / 0.50	Entry / Exit (%)	0.50 / 0.50

#### **MLC Capital International Global Share Fund**

#### Investment objective

Aims to provide long-term growth from an actively managed share portfolio selected from share markets around the world.

#### **About the investment option**

Invests in a diversified range of global shares in both developed and emerging markets, actively managed by Capital International.

Foreign currency exposures will generally not be hedged to the Australian dollar.

# Indicative investment fee (%pa) Issuer fee (%pa) Issuer fee (%pa) Nil Transaction cost allowance for Super Entry / Exit (%) O.10 / O.10 Entry / Exit (%) O.10 / O.10

#### **MLC-Platinum Global Fund**

(only available to current investors in this Fund)

#### Investment objective

Aims to provide capital growth over the long-term through searching out undervalued listed (and unlisted) investments around the world.

#### About the investment option

The Fund primarily invests in listed securities that Platinum believes to be undervalued by the market. Cash may be held when undervalued securities cannot be found.

Derivatives may be used for risk management purposes (that is, to protect the Fund's portfolio from either being invested or uninvested) and to take opportunities to increase returns (for example, to gain access to markets not readily available to foreign investors, and to build a position in selected companies or issues of securities as a short-term strategy to be reversed when physical positions are purchased).

The Fund's currency exposure is actively managed.

Investment fees a	nd costs		
Indicative investment fee (%pa)	n <b>t</b> 1.16	Issuer fee (%pa)	Nil
Transaction cost allowance for Sup	per	Transaction cost allowance for Pe	ension
Entry / Exit (%)	Nil / Nil	Entry / Exit (%)	Nil / Nil

#### Global shares

#### **Platinum Asia Fund**

#### Investment objective

Aims to provide capital growth over the long-term through searching out undervalued listed (and unlisted) investments in the Asian region.

#### About the investment option

The Fund primarily invests in Asian companies' listed securities. Asian companies may list their securities on securities exchanges other than those in Asia and the Fund may invest in those securities. The Fund may invest in companies not listed in Asia but where their predominant business is conducted in Asia. The Fund may also invest in companies that benefit from exposure to the Asian economic region.

The portfolio will ideally consist of 50 to 100 securities that Platinum believes to be undervalued by the market. Cash may be held when undervalued securities cannot be found. Platinum may short sell securities that it considers overvalued.

Derivatives may be used for risk management purposes and to take opportunities to increase returns.

The portfolio will typically have 50% or more net equity exposure. The Fund's currency exposure is actively managed.

# Indicative investment fee (%pa) Indicative investment fee (%pa) Issuer fee (%pa) Issuer fee (%pa) Nil Iransaction cost allowance for Super Entry / Exit (%) 0.25 / 0.25 Entry / Exit (%) 0.25 / 0.25

#### **Platinum International Fund Class C Units**

#### Investment objective

Aims to provide capital growth over the long-term through searching out undervalued listed (and unlisted) investments around the world.

#### About the investment option

The Fund primarily invests in listed securities. The portfolio will ideally consist of 100 to 200 securities that Platinum believes to be undervalued by the market. Cash may be held when undervalued securities cannot be found. Platinum may short sell securities that it considers overvalued.

Derivatives may be used for risk management purposes and to take opportunities to increase returns.

The portfolio will typically have 50% or more net equity exposure. The Fund's currency exposure is actively managed.

Investment fees and costs						
Indicative invest fee (%pa)	<b>ment</b> 1.54	Issuer fee (%pa)	Nil			
Transaction cost allowance for Super		Transaction cost allowance for Pension				
Entry / Exit (%)	0.25 / 0.25	Entry / Exit (%)	0.25 / 0.25			

#### **PM CAPITAL Absolute Performance Fund**

#### Investment objective

Aims to provide positive net returns over a three to five year period by investing in a concentrated portfolio of global equities. It is likely the Fund will have varied outcomes to that of the global equity benchmark. Tax and currency are managed in consideration of Australian investors.

#### About the investment option

PM CAPITAL's investment philosophy states that the best way to preserve and enhance wealth is to 'buy a good business at a good price'. The Fund will typically hold between 35-45 globally listed equities. PM CAPITAL may:

- invest in cash (up to 100% of assets) if it cannot find appropriate equity investments, or
- use leverage,

Annual Report.

- use derivatives for, and
- · short sell stocks.

Investment fees and costs	
Management fee (%pa) Estimated performance fee (%pa) Indicative investment fee (%pa)	1.09 0.31 <b>1.40</b>
Issuer fee (%pa)	0.12
Transaction cost	Transaction cost

allowance for Super allowance for Pension

Entry / Exit (%) 0.25 / 0.25 Entry / Exit (%) 0.25 / 0.25

The estimated performance fee is based on the actual performance fees paid from the PM CAPITAL Absolute Performance Fund over the 12 months to 31 December 2009. The actual performance fee charged in future periods may

differ from that disclosed. For more information on how the performance fee is calculated, refer to the investment managers' PDS available on **mlc.com.au** The actual performance fee to 30 June each year will be notified in the T. Rowe Price Global Equity Fund

#### Investment objective

Aims to provide long-term capital appreciation by investing primarily in a portfolio of securities of companies which are traded, listed or due to be listed, on recognised exchanges and/or markets throughout the world. The portfolio may include investments in the securities of companies traded, listed or due to be listed, on recognised exchanges and/or markets, of developing countries.

#### About the investment option

Entry / Exit (%)

The portfolio manager applies their judgement to construct a global portfolio of the highest conviction investment ideas by:

- Leveraging the T. Rowe Price network of more than 100 equity investment professionals to reduce the universe to 500-600 highly recommended companies.
- Engaging investment professionals to identify their best ideas, then assessing these opportunities in a global sector context, overlaying macro and local market factors to refine industry and company analysis. From this, the best alpha-generating opportunities are selected.

The Funds' foreign currency exposures will not be hedged to the Australian dollar.

Investment fees and costs				
Indicative investment fee (%pa)	0.98	Issuer fee (%pa)	0.12	
Transaction cost allowance for Super	r	Transaction cost allowance for Pensi	on	

Entry / Exit (%)

0.30 / 0.30

0.30 / 0.30

#### Global shares

Vanguard® International Shares Index Fund (Hedged)

#### Investment objective

Aims to match the return (income and capital appreciation) of the MSCI World (ex-Australia) Index (net dividends reinvested), hedged into Australian dollars, before taking into account fund fees and expenses.

#### About the investment option

The Fund gains its exposure to shares in the Index by investing in the Vanguard International Shares Index Fund. The Vanguard International Shares Index Fund will hold most of the shares in the Index, allowing for individual share weightings to vary marginally from the Index from time to time. The Vanguard International Shares Index Fund may invest in shares that have been or are expected to be included in the Index.

The Fund uses forward foreign exchange contracts to offset depreciation and/or appreciation in the value of securities resulting from fluctuations of the currencies in the countries where the securities are held.

# Investment fees and costs Indicative investment fee (%pa) 0.29 0.12 Transaction cost allowance for Super Indicative investment fee (%pa) 0.12 Transaction cost allowance for Pension Entry / Exit (%) 0.40 / 0.20 Entry / Exit (%) 0.40 / 0.20

#### Vanguard® International Shares Index Fund (Unhedged)

#### Investment objective

Aims to match the return (income and capital appreciation) of the MSCI World (ex-Australia) Index (net dividends reinvested), in Australian dollars, before taking into account fund fees and expenses.

#### About the investment option

The Fund gains its exposure to shares in the Index by investing in the Vanguard International Shares Index Fund. The Vanguard International Shares Index Fund will hold most of the shares in the Index, allowing for individual share weightings to vary marginally from the Index from time to time. The Vanguard International Shares Index Fund may invest in shares that have been or are expected to be included in the Index.

Investment fees and costs					
Indicative investi fee (%pa)	<b>ment</b> 0.26	Issuer fee (%pa)	0.12		
Transaction cost allowance for Super		Transaction cost allowance for Pension			
Entry / Exit (%)	0.30 / 0.10	Entry / Exit (%)	0.30 / 0.10		

## **Your notes**



### MLC Superannuation

#### How to contact MLC

For more information call MLC from anywhere in Australia on 132 652 or +61 3 8634 4721 outside Australia.

Fax: (02) 9964 3334 Website: mlc.com.au Postal address:

MLC Limited, PO Box 1315 North Sydney, NSW 2059

# MLC

# **Application Form**

### MLC MasterKey Super Fundamentals

MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998 The Universal Super Scheme
ABN 44 928 361 101
RSE R1056778

MLC MasterKey Super Fundamentals SPIN MLC0440AU

Preparation date: 21 November 2011

In addition to this Application Form, you should also have the Supplementary Product Disclosure Statement dated 21 November 2011 and the Product Guide and the Investment Menu dated 28 April 2010. Together these documents form the Product Disclosure Statement.

MPORTANT INFORMATION
efore sending this Application Form to MLC, please check that you ave completed:
all questions on the Application Form (as appropriate) by printing clearly in the spaces provided and have signed the relevant sections,
any Request to Transfer Super Benefits forms and they are signed by you.
roof of Identity
ILC is required to verify your identity before you can access our money. You may choose to provide your proof of identity vith this application.
you are applying for this product via a financial adviser, they will erify your identity.
you are applying for this product directly to MLC:
please attach certified copies of relevant proof of identity documents as outlined on the Proof of Identity form on <b>mlc.com.au</b>
you are making a contribution by cheque, please make it payable to <b>ILC Nominees Pty Limited</b> , crossed 'Not negotiable'.
lease forward everything to: ILC MasterKey Super Fundamentals O Box 200 orth Sydney NSW 2059
lease note: This form contains unique tracking information that ssists MLC in the timely processing of your application.  lease do not use a photocopy of this form.
you also submitting a MLC MasterKey Pension Fundamentals Application m with this MLC MasterKey Super Fundamentals Application Form?

1	OUR APPLICATION DETAILS				
	Mr Mrs Ms Miss Other				
	Surname (Family name)				
	Given name(s)				
	Date of birth Gender				
	/ / Male Female				
	Existing MLC MasterKey Customer Number (if known)				
	Existing NAB Customer Number (if known)				
Residential address (this field is mandatory) Note: Your residential address cannot be a PO Box.					
	Note: Tour residential address carnot be a 1 0 box.				
	Postcode				
	Postal address (if different to above)				
Note: The postal address shown cannot be your financial adviser's address.					
	aution o address.				
	Postcode				
	Home number Work number				
	, ,				
	Facsimile Mobile				
	( )				
	Email address				

#### **Contributions** YOUR APPLICATION DETAILS Are you making any initial or regular contributions to your account? Go to question 9 Tax File Number (TFN) Details Yes Complete the table below Enter your Tax File Number below Please specify the type and amount(s) if you are making initial and/or regular contributions. We are required to tell you the following things before you provide A valid TFN must be provided (refer to question 6). your TFN: **Contribution type** Initial Regular · your TFN is confidential, contribution contribution • we are authorised to collect your TFN(s) by tax laws, the Personal contribution \$ \$ Superannuation Industry (Supervision) Act 1993 and the Privacy Act 1988. \$ \$ Employer contribution You should be aware that: \$ Spouse contribution \$ · you are not obliged to provide a TFN however if you do not provide If any of your personal contributions are being made: your TFN we will hold your money in trust and contact you or your financial adviser to obtain your TFN. If we do not receive your from the sale of a small business which qualifies for CGT TFN within 14 days we will return any contributions or rollovers, concessions, or • we are allowed to use your TFN only for lawful purposes, in due to certain circumstances involving personal injury. particular paving out monies, identifying and amalgamating you need to send us an election form for tax purposes before superannuation benefits for surcharge purposes and for other or at the time the contribution is made. The election forms and approved purposes. The approved purposes and consequences instructions can be found at ato.gov.au. Speak to your financial of not providing a TFN may change in the future as a result of adviser for more information. legislative changes, **Contributions by credit card** · your TFN may be disclosed to the trustee of another Fund or Are you making the initial contribution in question 8 by credit card? RSA provider if your benefits are transferred, unless you request in writing that it not be disclosed to any other trustee and to the No Go to question 10 Commissioner of Taxation but will not otherwise be disclosed to Provide the details below Yes any person or body. I (cardholder name) YOUR INVESTMENT DETAILS **Rollovers** request MLC Nominees Pty Limited (ABN 93 002 814 959) to Will you be rolling over any amounts to start your MLC MasterKey deduct from my credit card or any replacement/substituted card Super Fundamentals account? the contributions that I request. Go to question 8 Nο MasterCard Visa Yes Show the source and amount of each rollover. Card number Note that contributions that you split with your spouse are classified as a rollover. Expiry date Source of rollover (name of institution) Amount \$ Please specify the type of contribution(s) to be deducted from \$ this credit card: \$ Personal Employer (authorised person to sign below) Who is to arrange the transfer of funds from these institutions? Spouse Please tick the applicable box below. My financial adviser is organising each rollover. Signature of cardholder MLC is to complete this transfer. To ensure we can complete your request please complete a Request to Transfer Super

Date

/

Benefits form for each rollover.

Are you making the initial, regular or any future one-off contributions by direct debit from a bank or similar financial institution account?  No	0	Contributions by direct debit	Account 2	
No Go to question 11  Yes Provide the details below Important notes:  • You can pay direct debit contributions from up to two accounts.  • The Direct Debit Request Service Agreement on page 9 describes the terms and conditions.  • A valid TFN must be provided (refer to question 6).  • If you nominate two accounts for contributions, you cannot make the same type of contribution from each account.  • We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule    Account 1   Name of financial institution			Name of financial institution	
Ves Provide the details below Important notes:  • You can pay direct debit contributions from up to two accounts.  • The Direct Debit Request Service Agreement on page 9 describes the terms and conditions.  • A valid TFM must be provided (refer to question 6).  • If you nominate two accounts for contributions, you cannot make the same type of contribution from each account.  • We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule  Account 1  Name of financial institution  BSB  Account number  Name of account  Name of account  Please specify the contribution on the made from this account  Please specify the contribution on the made from this account  Please specify the contribution on the made from this account  Please specify the type of contribution(s) you want to be drawn from this account. Please note that you can select more than one.  Please specify the type of contributions or be drawn? If you do not make a choice we will assume Monthly.  Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.  Please specify the type of contributions to be drawn? If you do not make a choice we will assume Monthly.  Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.  Please specify the type of contribution(s) you want to be drawn from this account. Please note that you can select more than one.  Personal Employer Spouse  If regular contributions are to be paid from this account, how often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.				
Important otes:  You can pay direct debit contributions from up to two accounts.  The Direct Debit Request Service Agreement on page 9 describes the terms and conditions.  A valid TFM must be provided (refer to question 6).  If you nominate two accounts for contributions, you cannot make the same type of contribution from each account.  We will use Account 1 nor may telephone withdrawals.  Direct Debit Request Schedule  Account 1  Name of financial institution  Name of account  Name of account  Please specify the contribution Preferred draw date  Account number  Please specify the contribution Preferred draw date  Initial contribution  Preferred draw date  Personal  Employer  Spouse  If regular contributions are to be paid from this account, how often do you want contributions to be drawn from this account. Please note that you can select more than one.  Pressonal  Employer  Spouse  If regular contributions are to be paid from this account, how often do you want contributions to be drawn from this account. Please note that you can select more than one.  Pressonal  Employer  Spouse  If regular contributions are to be paid from this account, how often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.			Name of account	
• You can pay direct debit contributions from up to two accounts.  • The Direct Debit Request Service Agreement on page 9 describes the terms and conditions.  • A valid TFN must be provided (refer to question 6).  • If you nominate two accounts for contributions, you cannot make the same type of contribution form each account.  • We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule  Account 1  Name of financial institution  BSB  Account number  Name of account  Please of financial institution  BSB  Account number  Account number  Please specify the contribution or be made from this account  Initial contribution Preferred draw date / /  Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.  Please specify the contribution to be made from this account initial contributions are to be paid from this account, how offen do you want contributions to be drawn? If you do not make a choice we will assume Monthly.  BSB  Account number  Initial contribution Preferred draw date / /  Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.  Please specify the type of contributions to be drawn? If you do not make a choice we will assume Monthly.  Date / /  Date / /		Yes Provide the details below		
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describes the terms and conditions.  • A valid TRN must be provided (refer to question 6). • If you nominate two accounts for contributions, you cannot make the same type of contribution from each account. • We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule    Account 1			DOD	
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make the same type of contribution from each account.  • We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule    Account 1   Name of financial institution		• A valid TFN must be provided (refer to question 6).	Account number	
We will use Account 1 for any telephone withdrawals.  Direct Debit Request Schedule    Account 1				
Direct Debit Request Schedule    Account 1		•	Please specify the contribution to be made from this account	
Regular contribution   Preferred draw date   / /			Initial contribution Preferred draw date / /	
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Name of account    Name of account		1	Regular contribution Preferred draw date / /	
Name of account    BSB		Name of imalicial institution	· · · · · · · · · · · · · · · · · · ·	ext
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drawn from this account. Please note that you can select more than one.    Personal   Employer   Spouse		Name of account		
Account number    Personal   Employer   Spouse				
Account number    Please specify the contribution to be made from this account   Initial contribution   Preferred draw date   / /     Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.  Please specify the type of contribution(s) you want to be drawn from this account. Please note that you can select more than one.    Personal   Employer   Spouse     If regular contributions are to be paid from this account, how often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.    If regular contributions are to be paid from this account, how often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.		BSB	more than one.	
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processing your application.  Please specify the type of contribution(s) you want to be drawn from this account. Please note that you can select more than one.  Personal Employer Spouse  If regular contributions are to be paid from this account, how often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.		Note: If we are unable to meet this date, we will use the next	Date / /	
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often do you want contributions to be drawn? If you do not make a choice we will assume Monthly.		Personal Employer Spouse		
a choice we will assume Monthly.		If regular contributions are to be paid from this account, how		
weekiy   Foldiightiy   Monthly   Quarterly				
Signature of account holder(s)		Signature of account holder(s)		
Date / /		Date / /		
Date / /		Nate / /		
		Date , ,		

#### YOUR INVESTMENT STRATEGY

- **11** How do you want to allocate your initial and future contributions and rollovers? Please complete the table below as follows:
  - Column A and B: I instruct the Trustee to allocate 100% of my initial and future contributions and rollovers to the MLC Cash Fund or as specified below. In giving this instruction I have considered the information disclosed in the Investment Menu and determined that the investment option(s) is/are appropriate for me.
  - Column C: If left blank, fees will be deducted pro-rata on the value of each investment option in your account.

	Investment options	Column A Initial contributions and rollovers	Column B Regular and one-off contributions	Column C Draw down sequence for fees and fee refunds (1, 2, 3 etc)
	MLC Horizon 1 – Bond Portfolio	%	%	
	MLC Horizon 2 – Capital Stable Portfolio	%	%	
	MLC Horizon 3 – Conservative Growth Portfolio	%	%	
	MLC Horizon 4 – Balanced Portfolio	%	%	
	MLC Horizon 5 – Growth Portfolio	%	%	
	MLC Horizon 6 – Share Portfolio	%	%	
	MLC Horizon 7 – Accelerated Growth Portfolio	%	%	
	MLC Long-Term Absolute Return Portfolio	%	%	
	MLC Index Plus Conservative Growth Portfolio	%	%	
	MLC Index Plus Balanced Portfolio	%	%	
Su	MLC Index Plus Growth Portfolio	%	%	
MLC investment options	MLC Cash Fund	%	%	
ent	NAB Term Deposit – 6 months <sup>1</sup>	%	N/A	N/A
estm	NAB Term Deposit – 1 year <sup>1</sup>	%	N/A	N/A
i i	NAB Term Deposit – 2 years <sup>1</sup>	%	N/A	N/A
¥	MLC Diversified Debt Fund	%	%	
	MLC Property Securities	%	%	
	MLC Global Property Fund	%	%	
	MLC Global Share Fund	%	%	
	MLC Hedged Global Share Fund	%	%	
	MLC Australian Share Fund	%	%	
	MLC Australian Share Value Style Fund	%	%	
	MLC Australian Share Growth Style Fund	%	%	
	MLC Global Share Value Style Fund	%	%	
	MLC Global Share Growth Style Fund	%	%	
	MLC IncomeBuilder	%	%	

<sup>1</sup> The maximum amount which may be invested in NAB Term is 70% of your super account balance. You cannot invest in a NAB Term Deposit once you have attained the age of 90.

#### YOUR INVESTMENT STRATEGY

#### 11 continued

	Investment options	Column A Initial contributions and rollovers	Column B Regular and one-off contributions	Column C Draw down sequence for fees and fee refunds (1, 2, 3 etc)
	Alphinity Wholesale Concentrated Australian Share Fund	%	%	
	Arnhem Australian Equity Fund	%	%	
	Ausbil Australian Emerging Leaders Fund	%	%	
	AXA Wholesale Global Equity – Value Fund	%	%	
	BlackRock Global Allocation Fund	%	%	
	BlackRock Global Small Cap Fund (Unhedged)	%	%	
	Fairview Equity Partners Emerging Companies Fund	%	%	
	Investors Mutual Australian Share Fund	%	%	
	Legg Mason Property Securities Trust	%	%	
	Lodestar Australian Strategic Share Fund	%	%	
MLC	MLC Capital International Global Share Fund	%	%	
Investment options not managed by MLC	MLC-Platinum Global Fund (closed to new investors) <sup>2</sup>	%	%	
aged	MLC-Vanguard Australian Share Index Fund	%	%	
mar	Northward Capital Australian Equity Trust	%	%	
s not	Pengana Asian Equities Fund	%	%	
tions	Perennial Value Shares Wholesale Trust	%	%	
nt op	Perpetual Wholesale Australian Fund	%	%	
tme	Perpetual Wholesale Ethical SRI Fund	%	%	
nves	Perpetual Wholesale Smaller Companies Fund No. 2	%	%	
	Platinum Asia Fund	%	%	
	Platinum International Fund	%	%	
	PM CAPITAL Absolute Performance Fund	%	%	
	Schroder Wholesale Australian Equity Fund	%	%	
	T. Rowe Price Global Equity Fund	%	%	
	Vanguard® Australian Fixed Interest Index Fund	%	%	
	Vanguard® Australian Property Securities Index Fund	%	%	
	Vanguard® International Fixed Interest Index Fund (Hedged)	%	%	
	Vanguard® International Shares Index Fund	%	%	
	Vanguard® International Shares Index Fund (Hedged)	%	%	

<sup>2</sup> Available only if you are transferring a balance in this investment option from another MLC product.

12 Do you want to re-invest your NAB Term Deposit on maturity for the same term?

No	Go to auestion 13	Yes	A reminder notice will be sent to you prior to maturity dat
IVO	do to question is	103	A reminder notice will be sent to you prior to maturity dat

#### YOUR BENEFICIARY NOMINATION **13** If you wish to make a beneficiary nomination please tick only one of the options below: Non-binding death benefit nomination В Non-lapsing binding death benefit nomination If you have ticked option A above, your nomination will not be accepted unless two witnesses have signed the witness declaration below. Name of the beneficiary Portion of Relationship to you (Refer to the How to Guide for an total benefit (Please print full name) Date of birth explanation of the types of beneficiary) 1 Spouse Child Financial dependant % Interdependency relationship 2 Spouse Child Financial dependant % Interdependency relationship 3 Spouse Child Financial dependant % Interdependency relationship 4 Spouse Child Financial dependant % Interdependency relationship 5 Child Financial dependant Spouse Interdependency relationship % 6 Legal Personal Representative Not applicable Not applicable % **Total** 100% The sum of each of your portions of total benefit must equal 100%. These portions are restricted to two decimal places. **Agreement and declaration:** I have read and understand the information provided in the Product Guide on beneficiary nominations. I request that the Trustee accept my beneficiary nomination for my MLC MasterKey Super Fundamentals account. I understand I should review my nomination regularly and as my circumstances change (eg marriage, having children, or any other life changing event) to ensure my nomination is always up to date. Signature of applicant Date /

Witness declaration

I declare that:

- I am over 18 years of age;
- I am not a nominated beneficiary of the Applicant and I am not one of the beneficiaries named above; and
- this form was signed and dated by the Applicant in my presence.

Witness 1			
Surname			
Given name			
Signature of witness			
X	Date	/	/

Witness 2			
Surname			
Given name			
Signature of witness			
X	Date	/	/

#### LINKING FOR FEE REFUNDS **AUTHORISED REPRESENTATIVE** 14 Do you wish to nominate a person or business for linking? **15** Complete this question if you want to appoint another person to Go to question 15 access information, switch investments or make contributions. No Your authorised representative cannot perform any other Yes Complete the details below transactions involving your account (eg make a withdrawal or rollover from your account). Name of nominated person or business Do you want to nominate an authorised representative? No Go to question 16 You can only link with one other MasterKey investor. MLC may Yes Complete the details of the authorised accept the nomination of a family trust, superannuation fund representative below or company. Refer to the How to Guide on mlc.com.au for more information. Date of birth of nominated person Mr Mrs Ms Miss Other Residential address Surname (Family name) Note: Your residential address cannot be a PO Box. Given name(s) Postcode Date of birth of authorised representative MLC MasterKey Customer Number of nominated person/business Residential address Note: Your residential address cannot be a PO Box. Relationship to Applicant Spouse De facto **Parent** Trust Postcode Child Sibling **Business** Signature of person or representative of the business or trust MLC MasterKey Customer Number (if existing customer) nominated above. / Date Home number Work number ) ) **Facsimile** Mobile ) Email address Signature of authorised representative

Date

/ /

#### **Understanding investment risk ADVISER SERVICE FEE** I understand that my investment does not represent a deposit with or a liability of the Trustee, National Australia Bank Limited, or other 16 Do you wish to have an Adviser service fee deducted from your member companies of the National Australia Bank Group. An investment super account? in MLC MasterKey Super and Pension Fundamentals is subject to No Go to question 17 investment risk including possible delays in repayment and loss of Yes Complete the details below income and capital invested. I understand that MLC Limited guarantees that the unit price in the MLC Cash Fund will not fall (before the I request, until further notice from me, that MLC deduct an deduction of management fees and taxes). Adviser service fee of the following amount from my account to I acknowledge and accept that where I have invested into an illiquid pay my financial adviser for the advice provided in relation to my investment option or an investment option I have has become illiquid, MLC MasterKey Super Fundamentals account. the Trustee may take longer than 30 days in which to transfer out of my Percentage based fee % pa of my account balance investment option or to another superannuation fund. 0R **Investment strategy** Dollar based fee pa I instruct the Trustee to allocate 100% of my initial and future contributions and rollovers to the MLC Cash Fund or as specified in OR/AND question 11. In giving this instruction I have considered the information \$ One-off fee disclosed in the Investment Menu and determined that the investment option(s) is/are appropriate for me. OR/AND **NAB Term Deposits** Adviser service fee on contributions of each contribution I understand NAB Term Deposits are invested for a fixed term. Early withdrawals are only permitted in extreme circumstances and will result in reduced interest. **PAYMENT OF FEES** Throughout the duration of my term deposits I agree to maintain a minimum of 10% of my super account balance in other investment 17 All fees (except the Investment fee and any Adviser service fee on option(s) for fees and other costs plus a sufficient amount to cover contributions) will be deducted monthly from your account on the one-off withdrawals. I also agree that one-off withdrawal requests that anniversary of its commencement. reduce the minimum of my other investment option(s) below 10% of my super account balance may not be processed. If you want fees deducted on another day of the month, please specify below. **Direct Debit** If I am using the direct debit facility for initial or future contributions I want fees deducted on the day of every month. I have read the Direct Debit Request Service Agreement. **Applicant declaration** APPLICANT DECLARATION As far as I am aware, everything I have provided in this Application Form is true, and if there are any changes to this information in the **Marketing consent** future, I will advise MLC as soon as possible. So that we can offer you the best products to meet your needs we need Offer within Australia your consent to use your personal information for marketing activities. I understand that this offer is made in Australia in accordance with Further information on the types of activities we may engage you in is Australian laws and my account will be regulated by these laws. available on mlc.com.au. You can change your consent at any time. If you do not tick a box your consent will be assumed. Cooling off Do we have your consent? Yes No I understand that if this investment does not suit me, I have 14 days after opening the account to advise MLC to close my account. For further **Privacy** information on Cooling off, please refer to the Product Guide. I acknowledge that I have access to NAB's privacy policy and agree **Notification of changes** that any member of the National Australia Bank Group may collect, use, disclose and handle my personal information in a manner set out in the I understand that I will not be given advance notice of any product Group's privacy policy available on mlc.com.au changes that are not materially adverse. I am aware that any non material changes will be available on mlc.com.au and I can obtain Member acceptance a paper copy of these changes on request, free of charge. I have received the current Product Disclosure Statement and apply to

become a member of The Universal Super Scheme ('the Scheme'), and Signature of Applicant or Power of Attorney

X	Date	/	/

agree to be bound by the provisions of the Trust Deed. I understand this application will form the basis of the contract between myself and the Trustee. I am eligible to contribute to the Scheme or have contributions

I acknowledge that it is my responsibility to be fully informed about any

investment I consider for inclusion in my portfolio at all times.

made on my behalf.

#### This section is for financial adviser use only

#### Adviser's details

Division	Financial adviser number
NAFP FI/FN number	
Business number	Facsimile
( )	( )
Email address	
Name of financial adviser 2	
	Financial adviser number
Division  NAFP FI/FN number	Financial adviser number
NAFP FI/FN number Business number	Facsimile
NAFP FI/FN number	

#### **RECORD OF IDENTIFICATION**

Please complete the Record of Identification below.

%

#### **Applicant**

ID Document Details	Document 1	Document 2	
Verified From	Original Certified Copy	Original Certified Copy	
Document Issuer			
Issue Date			
Expiry Date			
Document Number			
Accredited English Translation	N/A Sighted	N/A Sighted	

#### **DIRECT DEBIT REQUEST SERVICE AGREEMENT**

This Service Agreement and the Schedule in question 10 contain the terms and conditions on which you authorise MLC to debit money from your account and the obligations of MLC and you under this agreement. You should read through the Service Agreement and Schedule carefully to ensure you understand these terms and conditions.

You should direct all enquiries about your direct debit to the MLC Client Service Centre on **132 652** between 8 am and 6 pm (Sydney time) on any business day.

#### Our commitment to you

- we will give you at least 14 days notice in writing if there are changes to the terms of drawing arrangements or if we cancel the drawing arrangements,
- we will keep the details of your nominated financial institution account confidential, except if it is necessary to provide your details to our bank for the purpose of conducting direct debits with your bank,
- where the due date is not a business day, we will draw from your nominated financial institution account on the business day before or after the due date in accordance with the terms and conditions of your MLC account.

#### Your commitment to us

It is your responsibility to:

- ensure your nominated financial institution account can accept direct debits,
- ensure there is sufficient money available in the nominated financial institution account to meet each drawing on the due date,
- advise us if the nominated financial institution account is transferred or closed, or the account details change. MLC requires a minimum of:
   7 working days notice of change for banks and 21 days for Building Societies,
- arrange an alternate payment method acceptable to MLC if MLC cancels the drawing arrangements,
- ensure that all account holders on the nominated financial institution account sign the Schedule at question 10.

#### Your rights

You should contact us if you wish to alter the drawing arrangements. This includes:

- stopping an individual drawing,
- · deferring a drawing,
- · suspending future drawings,
- · altering the Schedule, and
- · cancelling the Schedule.

Where you consider that a drawing has been initiated incorrectly, you should first contact the MLC Client Service Centre on 132 652.

#### Other information

- the details of your drawing arrangements are contained in the Schedule at question 10,
- MLC reserves the right to cancel drawing arrangements if drawings are dishonoured by your financial institution,
- if your drawing dishonours, your financial institution may charge you a fee. MLC does not currently charge for dishonours, but reserves the right to do so in the future,
- your drawing arrangements are also governed by the terms and conditions of your MLC account.

#### How to contact us

#### **MLC Client Service Centre**

If you have any questions, please contact your financial adviser, or the MLC Client Service Centre on **132 652** any business day between 8 am and 6 pm (Sydney time).

#### **Postal address**

MLC MasterKey Super Fundamentals PO Box 200 North Sydney NSW 2059

#### Website

For details on MLC's range of products and services visit **mlc.com.au** 



# Completing the Request to Transfer Super Benefits form

## Why consolidate your super?

- Avoid duplicate costs: by moving all of your super to your MLC account you may save on fees.
- Keep better track of your super: with one account to manage, you can more easily see how your super is performing.
- Hassle free transfer: transferring money to your MLC account is easy—MLC does all the work for you. Just complete the attached request form.

# How to complete the request to transfer form

#### Step 1:

Ensure that you complete all of the personal details accurately so that there is no delay in processing your request.

#### Step 2:

Details of your **from** and **to** super funds can be found on statements and other documents issued by the fund. If you are in doubt contact your fund or your financial adviser.

#### Step 3:

**Proof of identity.** You will need to provide certified documentation with this transfer request to prove you are the person to whom the superannuation entitlements belong.

**Acceptable documents to prove identity.** A certified copy of the following documents should be provided with this request form.

#### Either

#### One of the following documents only:

- a driver's licence issued under State or Territory law, or
- a passport.

#### Or

#### One of the following documents:

- birth certificate or birth extract
- citizenship certificate issued by the Commonwealth
- pension card issued by Centrelink that entitles you to financial benefits.

#### And one of the following documents:

- letter from Centrelink regarding a Government assistance payment
- notice issued by Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address.
   For example, Tax Office Notice of Assessment or Rates notice from local council.

# Certification of personal documents

The following persons are authorised to certify a document as a true copy of the original document

- A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described)
- A Justice of the Peace
- · A judge of a court
- A magistrate

- A chief executive officer of a Commonwealth court
- A registrar or deputy registrar of a court
- A notary public (for the purposes of the Statutory Declaration Regulations 1993)
- A police officer
- An agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- A 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
- An Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955)
- An officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993) (eg bank manager, bank officer)
- A finance company officer with 2 or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993)
- An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees (eg financial planner, adviser, broker)
- A member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership.

If you have any questions, please call the **MLC Client Service Centre** on **132 652** between 8 am and 6 pm (Sydney time) on any business day.

This article is intended to provide general information only and has been prepared by MLC Nominees Pty Limited ABN 93 002 814 959 AFSL No. 230702 RSE L0002998 without taking into account any particular person's objectives, financial situation or needs. Investors should, before acting on this information, consider the appropriateness of this information having regard to their personal objectives, financial situation or needs. We recommend investors obtain financial advice specific to their situation before making any financial investment or insurance decision. MLC Limited, 105–153 Miller Street, North Sydney NSW 2060, is a member of the National Group of companies.

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# Request to Transfer Balance of Superannuation Benefits between Funds



MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998 The Universal Super Scheme ABN 44 928 361 101 R1056778

\* Denotes mandatory information. If you do not complete all of the mandatory information, there may be a delay in processing this request.

#### Completing this form

- Read the information on page 1 before completing this form.
- You will need to provide certified copies of identification documents with the completed form.

#### After completing this form

- · Sign the authorisation.
- Send the original form with certified proof of identity documents to your **from** or **to** fund.

	Faxed copies will not be accepted.
Step 1: Personal Details	
Title: Mr Mrs Miss Ms Other  Family name *  Given names *	Current Address * Postcode
Other/Previous names (attach certified copies of documents) *	Previous Address (if you know that the address held by your <b>from</b> fund is different to your current residential address, please give details below)
Date of Birth Gender  / / Male Female	Postcode
Tax File Number	Your contact phone number *  ( )
Step 2: Fund Details	ot obliged to disclose your tax file number, but there may be tax consequences.
FROM Fund name *	Fund name *  The Universal Super Scheme
Note: Please complete the address details on the back of the form.	Existing member * New member
Fund phone number ( )  Membership or Account Number	Fund phone number 132 652  Account Number (if known)
Australian Business Number (ABN) Superannuation Product Identification Number (SPIN)	Australian Business Number (ABN) * 44 928 361 101 Superannuation Product Identification Number (SPIN) * MLC 0440AU
Please transfer:  Total balance or Partial balance \$	Product name * MLC MasterKey Super Fundamentals
Date left service of previous employer (applicable only for employer sponsored superannuation plan)  / /	
Step 3: Proof of Identity * (if you don't suppl  1. I have attached a certified copy of my driver's licence or pass	
	Birth/Citizenship Certificate or Centrelink Pension Card AND
	Centrelink payment letter or Government or local council notice (< 1 year old) with name and address)

IN CONFIDENCE - when completed

#### **Step 4: Authorisation**

By signing this request form I am making the following statements:

- I declare I have fully read this form and the information completed is true and correct.
- I am aware I may ask my superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and do not require any further information.
- I authorise the transfer of any contribution to be made by my previous employer which is received by my other fund after the benefits have been transferred to The Universal Super Scheme.
- I understand that, in certain circumstances, The Universal Super Scheme may be required to deduct tax from the untaxed portion (if any) of the amount transferred.
- I discharge the superannuation provider of my FROM fund of all further liability in respect of the benefits paid and transferred to The Universal Super Scheme.
- I authorise my adviser/Trustee representative to follow up and enquire on this application.

I request and consent to the transfer of superannuation as described above, and authorise the superannuation provider of each fund to give effect to this transfer.

Name \* (Print in block letters)

Signature \*

Date \*

Fold here



#### How to lodge this form

You can lodge this form with MLC or you can send it directly to your FROM fund.

To assist MLC with lodgement of this form, please complete the address details below.



IN CONFIDENCE - when completed

Fold here

#### Confirmation to your FROM fund

#### The Universal Super Scheme ('the Fund')

- The Fund is a resident regulated superannuation fund within the meaning of the Superannuation Industry (Supervision) Act 1993 (SIS).
- The Trustee (MLC Nominees Pty Limited) certifies that the Fund is not subject to a direction under section 63 of SIS.
- It is the intention of the Trustee to manage the Fund in compliance with the SIS laws, tax laws and the relevant requirements of the Corporations Act and guidelines issued by the ASIC, the APRA and the ATO.
- The Trust Deed governing the Fund allows benefits to be transferred or rolled over, from other resident regulated superannuation funds or superannuation products.
- The Trustee will comply with the Government's preservation rules in relation to the amount transferred or rolled over to the Fund
- Members are not permitted to borrow monies from the Fund.

#### Please make cheque payable to: MLC Nominees Pty Limited

Please send cheques, contribution details and any Rollover Benefit Statements to:

#### MLC, PO Box 200, North Sydney NSW 2059

If you have any questions call the MLC Client Service Centre on **132 652** between 8 am and 6 pm (Sydney time) on any business day. Please quote the Membership or Account number shown in Step 2.



## Australian Taxation Office Superannuation fund nomination

Complete this form if you want to nominate a superannuation fund or retirement savings account (RSA) to receive any superannuation entitlements we hold for you.



#### WHEN COMPLETING THIS FORM

Pi	rir	nt	(	cl	le	8	ır	ly	'n	n	I	В	_(	Ċ	С	k	(	L	E	:T	Т	E	EF	3	S	u	si	n	g	а	k	ola	a	ck	(	ре	1E	1	0	nl	y.	
9	5	: '	N	1	:	ï	:	ľ	T			Н					S			T	•																					
:	:			:	: .		.: :	: .		. :					:	: .		. :	: .		. :	: .				:	::.		. : :		. :	:		::		. :			::		. : :	 

■ Place X in ALL applicable boxes.

#### MORE INFORMATION

For help with completing this form, phone us on **13 10 20** between 8.00am and 6.00pm, Monday to Friday.

If you do not speak English well and want to talk to a tax officer, phone the Translating and Interpreting Service on **13 14 50** for help with your call.

If you have a hearing or speech impairment and have access to appropriate TTY or modem equipment, phone 13 36 77. If you do not have access to TTY or modem equipment, phone the Speech to Speech Relay Service on 1300 555 727.

Section A: <b>Personal details</b> Fields with an asterisk (*) must be completed
1 Tax file number (TFN)
We are authorised by the <i>Taxation Administration Act 1953</i> to request your tax file number (TFN). It is not an offence not to quote your TFN but not providing it may lead to delays in processing your nomination.
2* Full name
Title: Mr Mrs Miss Ms Other
Family name
First given name Other given name
Day Month Year
3* Date of birth / /
4* Daytime phone number
5* Current postal address
Suburb/town State/territory Postcode
6 Email address
6 Email address

#### Section B: Fund details Read the following instructions to help you complete this section. Before providing details of the superannuation fund or RSA you wish to nominate, check that the fund/RSA: ■ is a complying superannuation fund, and ■ will accept superannuation payments from us. When contacting your fund/RSA, obtain: ■ their Australian business number (ABN), and ■ the member account number the superannuation payments should be sent to. We recommend you ensure your fund/RSA has the same personal name and contact details for you as we have. Any discrepancies in these details could result in delays in processing your superannuation payments. To check the complying status of your fund/RSA, use the Super Fund Lookup service at www.abn.business.gov.au Provide the fund's/RSA's ABN 9 2 8 3 6 1 1 0 1 Full name of superannuation fund/RSA Н N I V E R S S U Р Ε R С Н Ε M E Superannuation product identification number M : L 10\* Member account number 11\* Member account name This nomination form will continue to apply until: you nominate a new complying superannuation fund or RSA, or ■ the fund or RSA you have nominated advises us they will no longer accept payments. Section C: Signature **Penalties** The tax law imposes heavy penalties for giving false or misleading information. **Privacy** The collection of the information in this notice is authorised by the Superannuation Guarantee (Administrations) Act 1992, Superannuation (Government Co-Contributions for Low Income Earners) Act 2003, Small Superannuation Accounts Act 1995 and their respective Regulations. Provision of this information will help the Tax Office administer the superannuation laws. Where authorised by law, this information may also be given to other government agencies, including the Australian Securities and Investments Commission and the Australian Prudential Regulation Authority. Signature Date **Lodging your nomination form** OR Fax it to: Post it to:

**Australian Taxation Office** PO Box 3578 **ALBURY NSW 2640** 

Page 2

**Australian Taxation Office** 1300 139 024

IN-CONFIDENCE - when completed



# **Application Form**

# MLC MasterKey Pension Fundamentals

MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998 ABN 44 928 361 101 RSE R1056778

The Universal Super Scheme MLC MasterKey Pension Fundamentals SPIN MLC0420AU

Preparation date: 21 November 2011

In addition to this Application Form, you should also have the Supplementary Product Disclosure Statement dated

21 November 2011 and the Product Guide and the Investment form the Product Disclosure Statement.	Menu dated 28 April 2010. Together these documents
IMPORTANT INFORMATION	3 Do you have an existing MLC MasterKey Super Fundamentals account?
Please note that if you are, or have been a temporary resident of Australia, this may impact your eligibility to start a pension, please refer to question 27 of this Application Form.	No Go to question 4  Yes Insert your MasterKey Super Fundamentals account
Before sending this Application Form to MLC, please check that you have completed:  • all questions on the Application Form (as appropriate) by printing clearly in the spaces provided and have signed the relevant sections,	number below then go to question 7
<ul> <li>any Request to Transfer Super Benefits forms and they are signed by you,</li> <li>the attached Tax File Number declaration if you are aged less than 60.</li> <li>Proof of Identity</li> <li>If you are applying for this product via a financial adviser, they will verify your identity before you invest.</li> <li>If you are applying for this product directly to MLC:</li> <li>please attach certified copies of relevant proof of identity documents as outlined on the Proof of Identity form on mlc.com.au</li> <li>If you are making a contribution by cheque, please make it payable to MLC Nominees Pty Limited, crossed 'Not negotiable'.</li> <li>Please forward everything to:</li> <li>MLC MasterKey Pension Fundamentals</li> <li>PO Box 200</li> <li>North Sydney NSW 2059</li> <li>Please note: This form contains unique tracking information that</li> </ul>	<ul> <li>Are you also submitting an application for MLC MasterKey Super Fundamentals with this application?  No Go to question 5  Yes Go to question 11 </li> <li>Existing MLC MasterKey Customer Number (if known)  Existing NAB / Plum Super / MKBS Customer Number (if known)  Residential address (this field is mandatory)  Note: Your residential address cannot be a PO Box.</li> </ul>
assists MLC in the timely processing of your application.  Please do not use a photocopy of this form.	Postcode  Postal address (if different to above)
YOUR APPLICATION DETAILS  1 Mr Mrs Ms Miss Other  Surname (Family name)	Note: The postal address shown cannot be your financial adviser's address.
	Home number Work number
Given name(s)	
2 Date of birth Gender / / Male Female	Facsimile Mobile ( )
	Email address

#### YOUR APPLICATION DETAILS CONTINUED

#### 8 Tax File Number (TFN) Details

Enter your	lax File I	Number b	pelow		

We are required to tell you the following things before you provide your TFN:

- · your TFN is confidential,
- we are authorised to collect your TFN(s) by tax laws, the Superannuation Industry (Supervision) Act 1993 and the Privacy Act 1988.

You should be aware that:

- you are not obliged to provide a TFN however if you do not provide your TFN we will hold your money in trust and contact you or your financial adviser to obtain your TFN. If we do not receive your TFN within 14 days we will return any contributions or rollovers,
- we are allowed to use your TFN only for lawful purposes, in
  particular paying out monies, identifying and amalgamating
  superannuation benefits for surcharge purposes and for other
  approved purposes. The approved purposes and consequences
  of not providing a TFN may change in the future as a result of
  legislative changes,
- your TFN may be disclosed to the trustee of another Fund or RSA provider if your benefits are transferred, unless you request in writing that it not be disclosed to any other trustee and to the Commissioner of Taxation but will not otherwise be disclosed to any person or body,
- if you have more than one pension account, the tax-free threshold can only be claimed on one pension account,
- if you are claiming the Senior Australians Tax offset, please complete a Withholding Declaration, available from the ATO.

#### YOUR INVESTMENT DETAILS

Note: All rollovers and contributions will be consolidated in a MLC MasterKey Super Fundamentals account before being allocated to your pension account.

#### 9 Rollovers

Yes

Will you be rolling over any amounts to start your account?

No Go to question 10

Show the source and amount of each rollover.

Source of rollover (name of institution)	Amount
	\$
	\$
	\$
	\$
	\$

Who is to arrange the transfer of funds from these institutions?

Please tick the applicable box below.

		Му	financial	adviser	is	organising	each	rollover
--	--	----	-----------	---------	----	------------	------	----------

MLC is to complete this transfer. To ensure we can complete your request please complete a Request to Transfer Super Benefits form for each rollover.

#### 10 Contributions

Are you making an initial contribution to your account?

No Yes

Go to question 11

Complete the table below

Please specify the type and amount(s) of any initial contributions (if any) that will be used to start your pension.

Contribution type	Initial contribution
Personal contribution	\$
Employer contribution	\$
Spouse contribution	\$

If any of your personal contributions are being made:

- from the sale of a small business which qualifies for CGT concessions, or
- due to certain circumstances involving personal injury, you need to send us an election form for tax purposes before or at the time the contribution is made. The election forms and instructions can be found at ato.gov.au. Speak to your financial adviser for more information.

#### **INITIAL PENSION BALANCE** 11 Are you starting your pension with your full MLC MasterKey Super Fundamentals balance (including the amounts specified in questions 9 and 10 if applicable)? No How much would you like to leave in your super account? % 0R Yes Go to question 12 12 What is the investment strategy for the amount allocated to your MLC MasterKey Super Fundamentals account balance (including any future contributions) in question 11? (select one only) MLC Cash Fund As per my investment strategy outlined in question 20. **PAYMENT OF FEES** 13 All fees (except the Investment fee and any Adviser service fee on contributions) will be deducted monthly from your account on the anniversary of its commencement.

14 Does your initial balance include any personal contributions (including any specified in question 10) that you will be claiming as a tax deduction in the current or previous financial year?

If you want fees deducted on another day of the month, please

day of every month.

No \_\_\_\_

specify below.

I want fees deducted on the

Go to question 15

Yes \_\_\_\_

Complete the table below

	Personal contributions	Amount you claimed or are claiming
Current financial year	\$	\$
Previous financial year	\$	\$

Please ensure that you complete these details accurately as we cannot accept notification of your intention to claim a deduction after your pension has commenced.

١ ١	OUR PENSION DETAILS
15	Are you permanently retired or starting your pension with 100% unrestricted non-preserved funds?  No Yes
16	Is this a transition to retirement pension? (Only available if you're between 55–64 years)  No  Yes
17	What annual amount of pension (before tax) do you want to receive (select one only)  the Minimum allowed amount the Maximum allowed amount 1(only applies if you answered 'Yes' to question 16)  a Specified amount 2 pa  1 The maximum payment isn't pro-rata.  2 The amount must be within the required annualised minimum and
	maximum (if applicable) limits. We will adjust the amount to the minimum or maximum if it does not fall within the limits.

18 If you have selected a Specified amount, do you want the amount

Select the amount of annual increase:

2%

5%

3%

10%

Go to question 19

1%

4%

increased each year?

No

Yes

#### YOUR PENSION PAYMENT FACILITY

- 19 Please provide details of the bank or similar financial institution account for payment of any initial contributions and for payments from your pension.

  Important notes:
  - The Direct Debit Request Service Agreement on page 11 describes the terms and conditions.
  - You can have your pension paid to up to two accounts.
  - A valid TFN must be provided (refer to question 8).
  - · If you nominate two accounts for contributions, you cannot make the same type of contribution from each account.
  - We will use Account 1 for any telephone withdrawals.
  - If payments are to be made to a third party account where you are not the account holder, we will require certified copies of relevant proof of identity documents. If the third party account is in joint names, proof of identity is required for each account holder.

#### **Direct Debit Request Schedule**

Direct Debit	noquoot oonouulo							
Account 1 Name of finar	ncial institution							
Name of acco	unt							
BSB								
Account numb	per							
A. Initial Con	tributions							
Are you using	this account to make an initial contribution?							
No	Go to B							
Yes Wr	nat type(s) of initial contribution do you want to							
ma	ake from this account?							
	Personal Employer Spouse							
Preferred draw date / /								
Signature of a	account holder(s)							
X	Date / /							
X	Date / /							
B. Pension Pa	ayments							
	us to make your pension payments to this account?							
No O	Go to Account 2							
	nat portion of your pension to be paid to this account?							
When do you	want your							
pension paym	_ / /							
available date	Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after we complete processing your application.							
	ferred frequency of your pension payments.							
Weekly	Fortnightly Monthly							
Quarterly	Half-Yearly Yearly							
additionly	Trail Touriy							

Account 2									
Name of financial institution									
Name of account									
BSB									
Account number									
A. Initial Contributions									
Are you using this account to make an initial contribution?									
No Go to B									
Yes Miles to the control of initial control of the									
What type(s) of initial contribution do you want to make from this account?									
Personal Employer Spouse									
Preferred draw date / /									
Troiotica araw dato									
Signature of account holder(s)									
Date / /									
X Date / /									
Date 1									
B. Pension Payments									
Do you want us to make your pension payments to this account?									
No Go to question 20									
Yes What portion of your pension									
is to be paid to this account?									
When do you want your pension payments to start?									
Note: If we are unable to meet this date, we will use the									
next available date of your frequency cycle after we									
complete processing your application.									
Select the preferred frequency of your pension payments.									
Weekly Fortnightly Monthly									
Quarterly Half-Yearly Yearly									

#### YOUR INVESTMENT STRATEGY

- **20** How do you want to allocate your initial pension account balance and draw down payments from your pension? Please complete the table below as follows:
  - **Column A:** I instruct the Trustee to allocate 100% of my pension account balance to, and set my drawdown payments from, the MLC Cash Fund **or as specified below**. In giving this instruction I have considered the information disclosed in the Investment Menu and determined that the investment option(s) is/are appropriate for me.
  - Column B: If left blank, fees will be deducted pro-rata on the value of each investment option in your account.
  - Column C and D: Either column can be completed. If both columns are left blank, payments will be deducted pro-rata on the value of each investment option in your account.

	Investment options	Column A Initial pension account balance	Column B Draw down sequence for fees and rebates (1, 2, 3, etc)	Column C Draw down sequence for income payments (1, 2, 3, etc)	Column D Draw down strategy for income payments
	MLC Horizon 1 – Bond Portfolio	%			%
	MLC Horizon 2 – Capital Stable Portfolio	%			%
	MLC Horizon 3 – Conservative Growth Portfolio	%			%
	MLC Horizon 4 – Balanced Portfolio	%			%
	MLC Horizon 5 – Growth Portfolio	%			%
	MLC Horizon 6 – Share Portfolio	%			%
	MLC Horizon 7 – Accelerated Growth Portfolio	%			%
	MLC Long-Term Absolute Return Portfolio	%			%
	MLC Index Plus Conservative Growth Portfolio	%			%
	MLC Index Plus Balanced Portfolio	%			%
Suc	MLC Index Plus Growth Portfolio	%			%
MLC investment options	MLC Cash Fund	%			%
1ent	NAB Term Deposit – 6 Month <sup>1</sup>	%	N/A	N/A	N/A
estn	NAB Term Deposit – 1 Year <sup>1</sup>	%	N/A	N/A	N/A
Cin	NAB Term Deposit – 2 Year <sup>1</sup>	%	N/A	N/A	N/A
¥	MLC Diversified Debt Fund	%			%
	MLC Property Securities	%			%
	MLC Global Property Fund	%			%
	MLC Global Share Fund	%			%
	MLC Hedged Global Share Fund	%			%
	MLC Australian Share Fund	%			%
	MLC Australian Share Value Style Fund	%			%
	MLC Australian Share Growth Style Fund	%			%
	MLC Global Share Value Style Fund	%			%
	MLC Global Share Growth Style Fund	%			%
	MLC IncomeBuilder	%			%

<sup>1</sup> The maximum amount which may be invested in NAB Term Deposits is 70% of your pension account balance. You can't invest in a NAB Term Deposit once you've attained the age of 90.

#### YOUR INVESTMENT STRATEGY

#### 20 continued ...

	Investment options	Column A Initial pension account balance	Column B Draw down sequence for fees and rebates (1, 2, 3, etc)	Column C Draw down sequence for income payments (1, 2, 3, etc)	Column D Draw down strategy for income payments
	Alphinity Wholesale Concentrated Australian Share Fund	%			%
	Arnhem Australian Equity Fund	%			%
	Ausbil Australian Emerging Leaders Fund	%			%
	AXA Wholesale Global Equity – Value Fund	%			%
	BlackRock Global Allocation Fund	%			%
	BlackRock Global Small Cap Fund (Unhedged)	%			%
	Fairview Equity Partners Emerging Companies Fund	%			%
	Investors Mutual Australian Share Fund	%			%
	Legg Mason Property Securities Trust	%			%
	Lodestar Australian Strategic Share Fund	%			%
MLC	MLC Capital International Global Share Fund	%			%
d by	MLC-Platinum Global Fund (closed to new investors) <sup>2</sup>	%			%
managed by	MLC-Vanguard Australian Share Index Fund	%			%
mar	Northward Capital Australian Equity Trust	%			%
s not	Pengana Asian Equities Fund	%			%
tions	Perennial Value Shares Wholesale Trust	%			%
nt op	Perpetual Wholesale Australian Fund	%			%
tmei	Perpetual Wholesale Ethical SRI Fund	%			%
Investment options not	Perpetual Wholesale Smaller Companies Fund No. 2	%			%
	Platinum Asia Fund	%			%
	Platinum International Fund	%			%
	PM CAPITAL Absolute Performance Fund	%			%
	Schroder Wholesale Australian Equity Fund	%			%
	T. Rowe Price Global Equity Fund	%			%
	Vanguard® Australian Fixed Interest Index Fund	%			%
	Vanguard® Australian Property Securities Index Fund	%			%
	Vanguard® International Fixed Interest Index Fund (Hedged)	%			%
	Vanguard® International Shares Index Fund	%			%
	Vanguard® International Shares Index Fund (Hedged)	%			%

<sup>2</sup> Available only if you are transferring a balance in this investment option from another MLC product

Do you want to re-invest your NAB Term Deposit on maturity for the same term?

No Go to question 22 Yes A reminder notice will be sent to you prior to maturity date

#### YOUR BENEFICIARY NOMINATION

(	Non-lapsing binding death benefit nomination  Reversionary beneficiary nomination (go to line 6 f you have ticked option A above, your nomination wi	)	nding death benefit nomination ed unless two witnesses have signed the witness decla	ration below.
	Name of the beneficiary (Please print full name)	Date of birth	Relationship to you (Refer to the <i>How to Guide</i> for an explanation of the types of beneficiary)	Portion of total benefi
1			Spouse Child Financial dependant Interdependency relationship	
2			Spouse Child Financial dependant Interdependency relationship	
3			Spouse Child Financial dependant Interdependency relationship	(
4			Spouse Child Financial dependant Interdependency relationship	
5	Legal Personal Representative	Not applicable	Not applicable	C
			Total	
			The sum of each of your portions of total benefit m These portions are restricted to two	
	Name of reversionary beneficiary (Please print full name)	Date of birth	Relationship to you	Portion of total benefit
	A child beneficiary must be under the age of 18, between 18 a reversionary pension. If the child is not disabled the pension m		Spouse Child* Financial dependant Interdependency relationship  ally dependent upon you, or disabled at the time of your death to lump sum at age 25.	
Ag If y		ust be taken as a l	Interdependency relationship	
Ag If y da h	reversionary pension. If the child is not disabled the pension marker reement and declaration:  you ticked option A above, two adult witnesses must te this declaration.  ave read and understand the information provided in the oduct Guide on beneficiary nominations.	ust be taken as a l	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1	
* Ag	reversionary pension. If the child is not disabled the pension mare reement and declaration:  you ticked option A above, two adult witnesses must the this declaration.  ave read and understand the information provided in the oduct Guide on beneficiary nominations.  equest that the Trustee accept my beneficiary nomination. C MasterKey Pension Fundamentals account.	sign and	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1 Surname	
Ag If y da I h Pro I re ML	reversionary pension. If the child is not disabled the pension mare remember and declaration:  you ticked option A above, two adult witnesses must the this declaration.  ave read and understand the information provided in the oduct Guide on beneficiary nominations.  equest that the Trustee accept my beneficiary nomination	sign and  for my as my y other life	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1 Surname Given name(s)	receive a
Ag If y da I h Pro I re ML I u cir cha	reversionary pension. If the child is not disabled the pension mare remember and declaration:  you ticked option A above, two adult witnesses must the this declaration.  ave read and understand the information provided in the oduct Guide on beneficiary nominations.  equest that the Trustee accept my beneficiary nomination. C MasterKey Pension Fundamentals account.  Inderstand I should review my nomination regularly and accumstances change (eg marriage, having children, or an	sign and  for my as my y other life	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1 Surname  Given name(s)  Signature of witness	
Ag If y da I h Pro I re ML I u cir cha	reement and declaration:  you ticked option A above, two adult witnesses must te this declaration.  ave read and understand the information provided in the oduct Guide on beneficiary nominations.  equest that the Trustee accept my beneficiary nomination C MasterKey Pension Fundamentals account.  Inderstand I should review my nomination regularly and a cumstances change (eg marriage, having children, or an anging event) to ensure my nomination is always up to o	sign and  for my as my y other life	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1 Surname  Given name(s)  Signature of witness	
Agglf y	reversionary pension. If the child is not disabled the pension mare reversionary pension. If the child is not disabled the pension mare reversionary pension.  The control of the child is not disabled the pension mare reversional above, two adult witnesses must the this declaration.  The control of the child is not disabled the pension of the child is not account. The control of the child is not disabled the pension of the pension of the pensio	sign and  sign and  for my as my y other life date.	Interdependency relationship ally dependent upon you, or disabled at the time of your death to tump sum at age 25.  Witness 1 Surname  Given name(s)  Signature of witness  Date	

#### **LINKING FOR FEE REFUNDS** 23 Do you wish to nominate a person or business for linking? No Go to question 24 Yes Complete the details below Name of nominated person or business You can only link with one other MasterKey investor. MLC may accept the nomination of a family trust, superannuation fund or company. Refer to the How to Guide on mlc.com.au for more information. Date of birth of nominated person Residential address Note: Your residential address cannot be a PO Box. Postcode MLC MasterKey Customer Number of nominated person/business Relationship to Applicant Spouse De facto Parent Trust Child Sibling **Business**

Signature of person or representative of the business or trust

Date

nominated above.

#### **AUTHORISED REPRESENTATIVE**

24	Complete this question if you want to appoint another person to access information or switch investments. Your authorised representative cannot perform any other transactions involving your				
	account (eg make a withdrawal or rollover from your account).				
	Do you want to nominate an authorised representative?				
	No Go to question 25				
	Yes Complete the details of the authorised representative below				
	Mu Mus Ma Miss Othou				
	Mr Mrs Ms Miss Other Surname (Family name)				
	Given name(s)				
	Date of birth of authorised representative / /				
	Residential address Note: Your residential address cannot be a PO Box.				
	Postcode				
	MLC MasterKey Customer Number (if existing customer)				
	Home number Work number				
	Facsimile Mobile				
	Email address				
	Signature of authorised representative				
	X Date / /				
25	Do you require a Centrelink or Veterans' Affairs Schedule?  No  Yes				

#### ADVISER SERVICE FEE 26 Do you wish to have an Adviser service fee deducted from your account? No Complete the details below Yes I request, until further notice from me, that MLC deduct an Adviser service fee of the following amount from my account to pay my financial adviser for the advice provided in relation to my MLC MasterKey Pension Fundamentals account. Percentage based fee % pa of my account balance 0R \$ Dollar based fee pa OR/AND \$ One-off fee OR/AND Adviser service fee on contributions % 27 Are you or have you ever been a temporary resident of Australia? No Complete the application Yes Go to auestion 28 **28** If you are or have been a temporary resident of Australia, are you: an Australian citizen, or a New Zealand citizen, or • the holder of an eligible retirement visa (refer to the How to Guide), or

now a permanent Australian resident?

No Go to question 29 Yes Complete the application

- **29** Are you applying for this pension:
  - due to total and permanent disablement, or
  - · due to terminal illness, or
  - as a death benefit, or
  - because you were:
    - 55 or over and you are starting a transition to retirement pension,
    - you were 55 or over and fully retired?

Nο You can only apply for a lump sum (Departing Australia Superannuation Payment - refer to ato.gov.au) Complete the application Yes

#### APPLICATION DECLARATION

#### Marketing consent

So that we can offer you the best products to meet your needs we need your consent to use your personal information for marketing activities. Further information on the types of activities we may engage you in is available on mlc.com.au. You can change your consent at any time. If you do not tick a box your consent will be assumed.

Do we have your consent?	Yes	No	

#### **Privacy**

I acknowledge that I have access to NAB's privacy policy and agree that any member of the NAB Group may collect, use, disclose and handle my personal information in a manner set out in the Group's privacy policy available on mlc.com.au

#### Member acceptance

I have received the current Product Disclosure Statement and, if not already, apply to become a member of The Universal Super Scheme ('the Scheme'). I agree to be bound by the provisions of the Trust Deed. I understand this Application Form will form the basis of the contract between myself and the Trustee. If applicable I confirm I am eligible to make personal contributions, or receive spouse or voluntary employer (including salary sacrifice) contributions. I am eligible to start a pension.

I acknowledge that it is my responsibility to be fully informed about any investment I consider for inclusion in my portfolio at all times.

#### Understanding investment risk

I understand that my investment does not represent a deposit with or a liability of the Trustee, National Australia Bank Limited, or other member companies of the National Australia Bank Group. An investment in MLC MasterKey Super and Pension Fundamentals is subject to investment risk including possible delays in repayment and loss of income and capital invested. I understand that MLC Limited guarantees that the unit price in the MLC Cash Fund will not fall (before the deduction of management fees and taxes).

I acknowledge and accept that where I have invested into an illiquid investment option or an investment option I have has become illiquid. the Trustee may take longer than 30 days in which to transfer out of my investment option or to another superannuation fund.

#### **NAB Term Deposits**

I understand NAB term Deposits are invested for a fixed term. Early withdrawals are only permitted in extreme circumstances and will result in reduced interest.

Throughout the duration of my term deposits I agree to maintain a minimum of 10% of my pension account balance in other investment option(s) for fees and other costs plus a sufficient amount to cover pension payments and one-off withdrawals. I also agree that one-off withdrawal requests that reduce the minimum of my other investment option(s) below 10% of my pension account balance may not be processed.

#### Investment strategy

I instruct the Trustee to allocate 100% of my pension account balance to, and set my drawdown payments from, the MLC Cash Fund or as specified in question 20. In giving this instruction I have considered the information disclosed in the Investment Menu and determined that the investment option(s) is/are appropriate for me.

#### **Direct Debit**

If I am using the direct debit facility for initial contributions I have read the Direct Debit Request Service Agreement.

#### **Applicant declaration**

As far as I am aware, everything I have provided in this Application Form is true, and if there are any changes to this information in the future, I will advise MLC as soon as possible.

#### Offer within Australia

I understand that this offer is made in Australia in accordance with Australian laws and my account will be regulated by these laws.

#### **Cooling off**

I understand that if this investment does not suit me, I have 14 days after opening the account to advise MLC to close my account. For further information on Cooling off, please refer to the Product Guide.

#### Notice of intent to claim a deduction for super contributions

If I am claiming a personal tax deduction in relation to my contributions, I have:

- not yet lodged my income tax return for the current year of income,
- not yet made a contribution splitting application in respect of this contribution, and
- not yet commenced a superannuation income based stream based in whole, or part, on the contribution.

#### **Notification of changes**

I understand that I will not be given advance notice of any product changes that are not materially adverse. I am aware that any non material changes will be available on mlc.com.au and I can obtain a paper copy of these changes on request, free of charge.

Signature of Applicant or Power of Attorney

X	Date	/	/	

#### This section is for financial adviser use only

# Financial adviser's details Name of financial adviser 1 Division NAFP FI/FN number Business number ( ) Email address Adviser service fee split % Name of financial adviser 2

Financial adviser number
Financial adviser number
Financial adviser number
Facsimile
( )

#### RECORD OF IDENTIFICATION

Please complete the Record of Identification below.

#### **Applicant**

ID Document Details	Document 1	Document 2
Verified From	Original Certified Copy	Original Certified Copy
Document Issuer		
Issue Date		
Expiry Date		
Document Number		
Accredited English Translation	N/A Sighted	N/A Sighted

#### **Third Party**

Please complete if payments are to be made to a third party bank account. If the account is in joint names, proof of identity is required for each account holder.

ID Document Details	Document 1	Document 2
Verified From	Original Certified Copy	Original Certified Copy
Document Issuer		
Issue Date		
Expiry Date		
Document Number		
Accredited English Translation	N/A Sighted	N/A Sighted

#### **DIRECT DEBIT REQUEST SERVICE AGREEMENT**

The terms of this Agreement only apply if you are making an initial contribution by direct debit. The terms do not apply to pension payments made to your nominated account.

This Service Agreement and the Schedule in question 19 contain the terms and conditions on which you authorise MLC to debit money from your account and the obligations of MLC and you under this agreement. You should read through the Service Agreement and Schedule carefully to ensure you understand these terms and conditions.

You should direct all enquiries about your direct debit to the MLC Client Service Centre on **132 652** between 8 am and 6 pm (Sydney time) on any business day.

#### Our commitment to you

- we will give you at least 14 days notice in writing if there are changes to the terms of drawing arrangements or if we cancel the drawing arrangements,
- we will keep the details of your nominated financial institution account confidential, except if it is necessary to provide your details to our bank for the purpose of conducting direct debits with your bank,
- where the due date is not a business day, we will draw from your nominated financial institution account on the business day before or after the due date in accordance with the terms and conditions of your MLC account.

#### Your commitment to us

It is your responsibility to:

- ensure your nominated financial institution account can accept direct debits,
- ensure there is sufficient money available in the nominated financial institution account to meet each drawing on the due date,
- advise us if the nominated financial institution account is transferred or closed, or the account details change. MLC requires a minimum of: 7 working days notice of change for banks and 21 days for Building Societies,
- arrange an alternate payment method acceptable to MLC if MLC cancels the drawing arrangements,
- ensure that all account holders on the nominated financial institution account sign the Schedule in question 19.

#### Your rights

You should contact us if you wish to alter the drawing arrangements. This includes:

- · stopping an individual drawing,
- · deferring a drawing,
- suspending future drawings,
- · altering the Schedule, and
- cancelling the Schedule.

Where you consider that a drawing has been initiated incorrectly, you should first contact the MLC Client Service Centre on 132 652.

#### Other information

- the details of your drawing arrangements are contained in the Schedule in question 19,
- MLC reserves the right to cancel drawing arrangements if drawings are dishonoured by your financial institution,
- if your drawing dishonours, your financial institution may charge you
  a fee. MLC does not currently charge for dishonours, but reserves the
  right to do so in the future,
- your drawing arrangements are also governed by the terms and conditions of your MLC account.

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# Completing the Request to Transfer Super Benefits form

# Why consolidate your super?

- Avoid duplicate costs: by moving all of your super to your MLC account you may save on fees.
- Keep better track of your super: with one account to manage, you can more easily see how your super is performing.
- Hassle free transfer: transferring money to your MLC account is easy—MLC does all the work for you. Just complete the attached request form.

## How to complete the request to transfer form

#### Step 1:

Ensure that you complete all of the personal details accurately so that there is no delay in processing your request.

#### Step 2:

Details of your **from** and **to** super funds can be found on statements and other documents issued by the fund. If you are in doubt contact your fund or your financial adviser.

#### Step 3:

**Proof of identity.** You will need to provide certified documentation with this transfer request to prove you are the person to whom the superannuation entitlements belong.

**Acceptable documents to prove identity.** A certified copy of the following documents should be provided with this request form.

#### Either

#### One of the following documents only:

- a driver's licence issued under State or Territory law, or
- a passport.

#### Or

#### One of the following documents:

- birth certificate or birth extract
- citizenship certificate issued by the Commonwealth
- pension card issued by Centrelink that entitles you to financial benefits.

#### And one of the following documents:

- letter from Centrelink regarding a Government assistance payment
- notice issued by Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address.
   For example, Tax Office Notice of Assessment or Rates notice from local council.

# Certification of personal documents

The following persons are authorised to certify a document as a true copy of the original document

- A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described)
- A Justice of the Peace
- A judge of a court
- A magistrate

- A chief executive officer of a Commonwealth court
- A registrar or deputy registrar of a court
- A notary public (for the purposes of the Statutory Declaration Regulations 1993)
- A police officer
- An agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- A 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
- An Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955)
- An officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993) (eg bank manager, bank officer)
- A finance company officer with 2 or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993)
- An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees (eg financial planner, adviser, broker)
- A member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership.

If you have any questions, please call the **MLC Client Service Centre** on **132 652** between 8 am and 6 pm (Sydney time) on any business day.

This article is intended to provide general information only and has been prepared by MLC Nominees Pty Limited ABN 93 002 814 959 AFSL No. 230702 RSE L0002998 without taking into account any particular person's objectives, financial situation or needs. Investors should, before acting on this information, consider the appropriateness of this information having regard to their personal objectives, financial situation or needs. We recommend investors obtain financial advice specific to their situation before making any financial investment or insurance decision. MLC Limited, 105–153 Miller Street, North Sydney NSW 2060, is a member of the National Group of companies.

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# Request to Transfer Balance of Superannuation Benefits between Funds



MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998 The Universal Super Scheme ABN 44 928 361 101 SFN 281 440 944 R1056778

\* Denotes mandatory information. If you do not complete all of the mandatory information, there may be a delay in processing this request.

#### **Completing this form**

- Read the information on page 1 before completing this form.
- You will need to provide certified copies of identification documents with the completed form.

#### After completing this form

- · Sign the authorisation.
- Send the original form with certified proof of identity documents to your **from** or **to** fund.

	Faxed copies will not be accepted.
Step 1: Personal Details	
Title: Mr Mrs Miss Ms Other Family name *	Current Address *
Given names *	Postcode
Other/Previous names (attach certified copies of documents) *	Previous Address (if you know that the address held by your <b>from</b> fund is different to your current residential address, please give details below)
Date of birth Gender  / / Male Female  Tax File Number	Your contact phone number *  ( )
Under the Superannuation Industry (Supervision) Act 1993, you are not Step 2: Fund Details	obliged to disclose your tax file number, but there may be tax consequences.
FROM Fund name *  Note: Please complete the address details on the back of the form.	Fund name *  The Universal Super Scheme  Existing member * New member
Fund phone number ( )	Fund phone number 132 652
Membership or Account Number	Account Number (if known)
Australian Business Number (ABN)	Australian Business Number (ABN) * 44 928 361 101
Superannuation Product Identification Number (SPIN)	Superannuation Product Identification Number (SPIN) *
Please transfer:	Product name * MLC MasterKey Pension Fundamentals
Total balance or Partial balance \$  Date left service of previous employer (applicable only for employer sponsored superannuation plan) / /	
Step 3: Proof of Identity * (if you don't supply	this, it may delay processing this request)
1. I have attached a <b>certified copy</b> of my driver's licence or passpo	Dept 2. I have attached certified copies of both:  Birth/Citizenship Certificate or Centrelink Pension Card AND  Centrelink payment letter or Government or local council notice (< 1 year old) with name and address)

IN CONFIDENCE - when completed

#### **Step 4: Authorisation**

By signing this request form I am making the following statements:

- I declare I have fully read this form and the information completed is true and correct.
- I am aware I may ask my superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my benefits, and do not require any further information.
- I authorise the transfer of any contribution to be made by my previous employer which is received by my other fund after the benefits have been transferred to The Universal Super Scheme.
- I understand that, in certain circumstances, The Universal Super Scheme may be required to deduct tax from the untaxed portion (if any) of the amount transferred.
- I discharge the superannuation provider of my FROM fund of all further liability in respect of the benefits paid and transferred to The Universal Super Scheme.
- I authorise my adviser/Trustee representative to follow up and enquire on this application.

I request and consent to the transfer of superannuation as described above, and authorise the superannuation provider of each fund to give effect to this transfer.

Name \* (Print in block letters)

Signature \*

Date \*

Fold here



#### How to lodge this form

You can lodge this form with MLC or you can send it directly to your FROM fund.

To assist MLC with lodgement of this form, please complete the address details below.



IN CONFIDENCE - when completed

Fold here

#### Confirmation to your FROM fund

#### The Universal Super Scheme ('the Fund')

- The Fund is a resident regulated superannuation fund within the meaning of the Superannuation Industry (Supervision) Act 1993 (SIS).
- The Trustee (MLC Nominees Pty Limited) certifies that the Fund is not subject to a direction under section 63 of SIS.
- It is the intention of the Trustee to manage the Fund in compliance with the SIS laws, tax laws and the relevant requirements of the Corporations Act and guidelines issued by ASIC, APRA and the ATO.
- The Trust Deed governing the Fund allows benefits to be transferred or rolled over, from other resident regulated superannuation funds or superannuation products.
- The Trustee will comply with the Government's preservation rules in relation to the amount transferred or rolled over to the Fund
- Members are not permitted to borrow monies from the Fund.

#### Please make cheque payable to: MLC Nominees Pty Limited

Please send cheques, contribution details and any Rollover Benefit Statements to:

#### MLC MasterKey Pension Fundamentals, PO Box 200, North Sydney NSW 2059

If you have any questions call the MLC Client Service Centre on **132 652** between 8 am and 6 pm (Sydney time) on any business day. Please quote the Membership or Account number shown in Step 2.

Tax file number declaration This declaration is NOT an application for a tax file number. Please print neatly in BLOCK LETTERS and use a BLACK pen. Print X in the appropriate boxes. Please ensure you read all the instructions prior to completing this declaration. Section A: To be completed by the PAYEE What is your tax 6 On what basis are you paid? (Select only one.) file number (TFN)? Full-time Part-time Labour Superannuation Casual employment employment income stream employment hire **OR** I have made a separate application/enquiry to the See Privacy Tax Office for a new or existing TFN. of information on Are you an Australian resident You must answer No the next page. OR I am claiming an exemption because I am under for tax purposes? at question 8. 18 years of age and do not earn enough to pay tax. Do you want to claim the tax-free threshold OR I am claiming an exemption because ONLY CLAIM THE TAX-FREE from this payer? THRESHOLD FROM ONE PAYER. I am a pensioner. If you have more than one source of income and currently claim the tax-free threshold from another payer, do not claim it now. 2 What is your name? Title: Mr Mrs Miss Ms Answer No at questions 9 and 10 unless you are a non-resident Yes Surname or family name claiming a senior Australians, zone or overseas forces tax offset. Do you want to claim family tax benefit or the senior Australians tax offset by reducing the amount withheld from payments made to you? First given name Complete a Withholding declaration, but only if you are claiming the tax-free threshold from this payer. If you have more than one payer, please contact the Tax Office on 132 861. No Other given names 10 Do you want to claim a zone, overseas forces, dependent spouse or special tax offset by reducing the amount Complete a If you have changed your name since you last dealt with the Tax Office, withheld from payments made to you? Yes Withholding declaration. show your previous family name 11 (a) Do you have an accumulated Higher Education Loan Programme (HELP) debt? Your payer will withhold additional amounts Yes to cover any compulsory repayments. 4 What is your date of birth? (b) Do you have an accumulated Financial Supplement debt? Your payer will withhold additional amounts What is your home address in Australia? to cover any compulsory repayments. **DECLARATION** by payee: I declare that the information I have given is true and correct. Signature Date Suburb or town State Postcode There are penalties for deliberately making a false or misleading statement. nce this form is completed and signed, send the original to the Tax Office and keep your copy in a secure place. Section B: To be completed by the PAYER What is your Australian business number (ABN) (or your What is your business address? Branch number withholding payer number if you are not in business)? (if applicable) 4 4 9||2||8 3 6 1 1 | 0 | 1 If you don't have an ABN or withholding payer number, have you applied for one? Suburb or town S D Yes No 0 N S What is your registered business name or trading name (or your individual name if not in business) Who is your contact person |M||A||S||T||E||R|| Business phone number

**DECLARATION by payer:** I declare that the information I have given is true and correct.

Signature of payer Date

There are penalties for deliberately making a false or misleading statement or failing to forward the original to the Tax Office.

1 | 3 | 2 6 5

6 If you no longer make payments to this payee, print X in this box

Return completed original Tax Office copy to: For WA, SA, NT, VIC or TAS For NSW, OLD or ACT Australian Taxation Office Australian Taxation Office PO Box 795 PO Box 9004 Albury NSW 2640 Penrith NSW 2740

Please estimate the time taken to complete section B. mins

**TAXPAYER-IN-CONFIDENCE** (when completed)

#### PRIVACY OF INFORMATION

The Income Tax Assessment Act 1936 authorises the Tax Office to request information in this declaration. The information will help the Tax Office administer the laws relating to tax, and help other government agencies administer other legislation covering Australian Government benefits and superannuation. All information the Tax Office collects, including personal information, is treated as confidential and is protected by the Income Tax Assessment Act 1936 and the Privacy Act 1988.

The Tax Office may give this information to other government agencies as authorised by the tax laws, for example, Australian Government agencies that administer laws relevant to your particular situation. Depending on your situation, these agencies could include Centrelink, the Australian Federal Police, the Child Support Agency, the Department of Veterans' Affairs, the Department of Immigration and Multicultural and Indigenous Affairs, the Department of Family and Community Services and the Department of Education, Science and Training.

If you quote your tax file number (TFN) to your payer, in some circumstances they may, and in others must, give your TFN to your superannuation fund.

Only certain people and organisations can ask for your TFN. These include employers, some Australian Government agencies, trustees for superannuation funds, payers under the pay as you go (PAYG) system, higher education providers, the Child Support Agency and investment bodies such as banks. Section 202C of the Income Tax Assessment Act 1936 authorises the Tax Office to request quotation of your TFN on this declaration for the purposes of administering tax laws. It is not an offence not to quote your TFN, but there may be consequences if you do not, for example, you may have extra tax withheld.

If you need more information about how the tax laws protect your personal information, or have any concerns about how the Tax Office has handled your personal information, phone 132 861 between 8.00 am and 6.00 pm, Monday to Friday.

Tax file number declaration This declaration is NOT an application for a tax file number. Please print neatly in BLOCK LETTERS and use a BLACK pen. Print X in the appropriate boxes. Please ensure you read all the instructions prior to completing this declaration. Section A: To be completed by the PAYEE What is your tax 6 On what basis are you paid? (Select only one.) file number (TFN)? Full-time Part-time Labour Superannuation Casual employment employment income stream employment hire **OR** I have made a separate application/enquiry to the See Privacy Tax Office for a new or existing TFN. of information on Are you an Australian resident You must answer No the next page. OR I am claiming an exemption because I am under for tax purposes? at question 8. 18 years of age and do not earn enough to pay tax. Do you want to claim the tax-free threshold OR I am claiming an exemption because ONLY CLAIM THE TAX-FREE from this payer? THRESHOLD FROM ONE PAYER. I am a pensioner. If you have more than one source of income and currently claim the tax-free threshold from another payer, do not claim it now. 2 What is your name? Title: Mr Mrs Miss Ms Answer No at questions 9 and 10 unless you are a non-resident Yes Surname or family name claiming a senior Australians, zone or overseas forces tax offset. Do you want to claim family tax benefit or the senior Australians tax offset by reducing the amount withheld from payments made to you? First given name Complete a Withholding declaration, but only if you are claiming the tax-free threshold from this payer. If you have more than one payer, please contact the Tax Office on 132 861. No Other given names 10 Do you want to claim a zone, overseas forces, dependent spouse or special tax offset by reducing the amount Complete a If you have changed your name since you last dealt with the Tax Office, withheld from payments made to you? Yes Withholding declaration. show your previous family name 11 (a) Do you have an accumulated Higher Education Loan Programme (HELP) debt? Your payer will withhold additional amounts Yes to cover any compulsory repayments. 4 What is your date of birth? (b) Do you have an accumulated Financial Supplement debt? Your payer will withhold additional amounts What is your home address in Australia? to cover any compulsory repayments. **DECLARATION** by payee: I declare that the information I have given is true and correct. Signature Date Suburb or town State There are penalties for deliberately making a false or misleading statement. nce this form is completed and signed, send the original to the Tax Office and keep your copy in a secure place. Section B: To be completed by the PAYER What is your Australian business number (ABN) (or your 4 What is your business address? Branch number withholding payer number if you are not in business)? (if applicable) 4 4 8 1 1 | 0 | 1 6 If you don't have an ABN or withholding payer number, have you applied for one?

3	What is your registered business name or trading name (or your individual name if not in business)
	THE UNIVERSAL SUPER
	CCHEME

**DECLARATION by payer:** I declare that the information I have given is true and correct.

ignature of payer				
	Date Day	Month	Year	

There are penalties for deliberately making a false or misleading statement or failing to forward the original to the Tax Office.

	Suburb or town
	State Postcode 2 0 6 0
5	Who is your contact person  MASTERKEY SERVICES
	Business phone number 132652

Return completed original Tax Office copy to: For WA, SA, NT, VIC or TAS For NSW, OLD or ACT

Australian Taxation Office PO Box 795 Albury NSW 2640

Australian Taxation Office PO Box 9004 Penrith NSW 2740

6 If you no longer make payments to this payee, print X in this box

Please estimate the time
taken to complete
section B.
mins

**TAXPAYER-IN-CONFIDENCE** (when completed)

#### PRIVACY OF INFORMATION

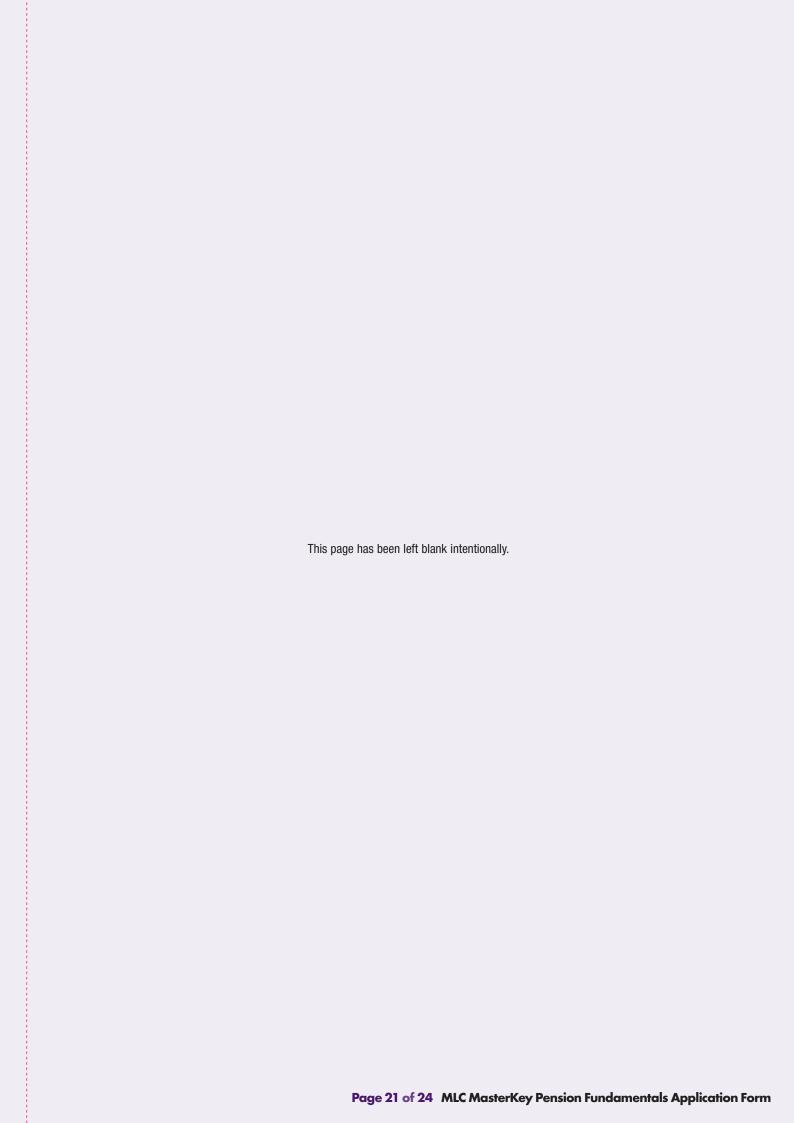
The Income Tax Assessment Act 1936 authorises the Tax Office to request information in this declaration. The information will help the Tax Office administer the laws relating to tax, and help other government agencies administer other legislation covering Australian Government benefits and superannuation. All information the Tax Office collects, including personal information, is treated as confidential and is protected by the Income Tax Assessment Act 1936 and the Privacy Act 1988.

The Tax Office may give this information to other government agencies as authorised by the tax laws, for example, Australian Government agencies that administer laws relevant to your particular situation. Depending on your situation, these agencies could include Centrelink, the Australian Federal Police, the Child Support Agency, the Department of Veterans' Affairs, the Department of Immigration and Multicultural and Indigenous Affairs, the Department of Family and Community Services and the Department of Education, Science and Training.

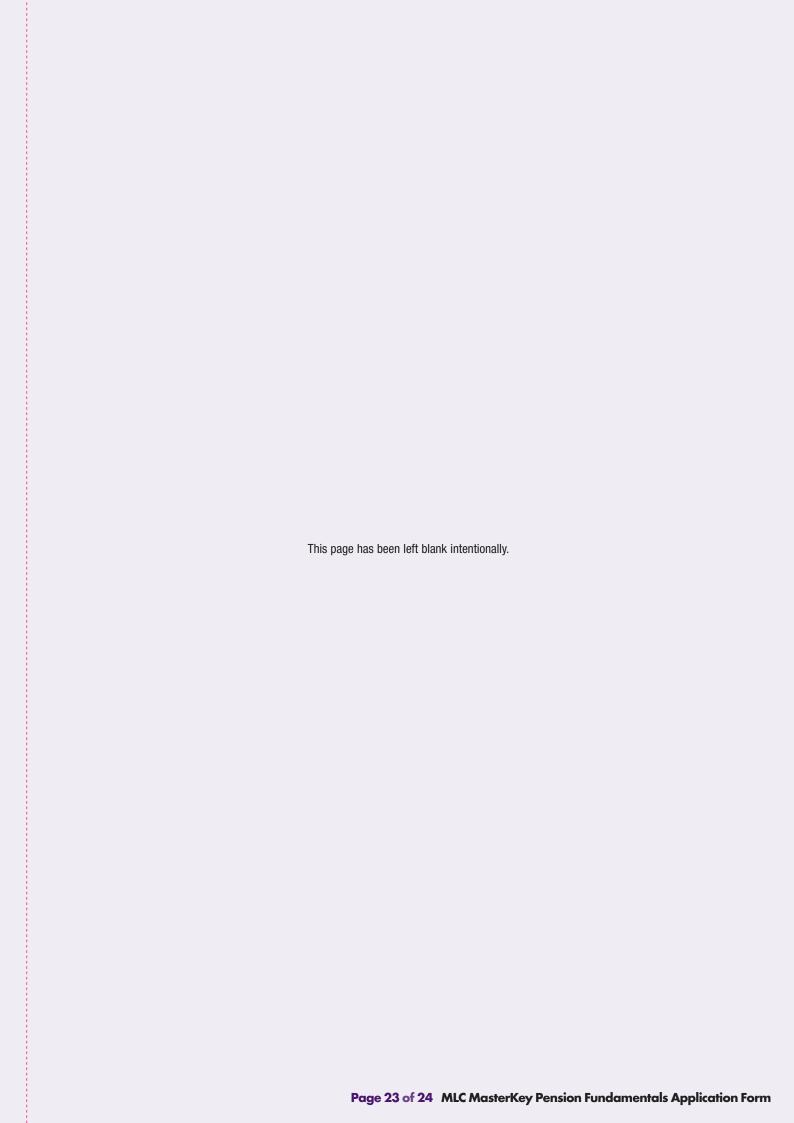
If you quote your tax file number (TFN) to your payer, in some circumstances they may, and in others must, give your TFN to your superannuation fund.

Only certain people and organisations can ask for your TFN. These include employers, some Australian Government agencies, trustees for superannuation funds, payers under the pay as you go (PAYG) system, higher education providers, the Child Support Agency and investment bodies such as banks. Section 202C of the Income Tax Assessment Act 1936 authorises the Tax Office to request quotation of your TFN on this declaration for the purposes of administering tax laws. It is not an offence not to quote your TFN, but there may be consequences if you do not, for example, you may have extra tax withheld.

If you need more information about how the tax laws protect your personal information, or have any concerns about how the Tax Office has handled your personal information, phone 132 861 between 8.00 am and 6.00 pm, Monday to Friday.



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# How to contact us

# **MLC Client Service Centre**

If you have any questions, please contact your financial adviser, or the MLC Client Service Centre on **132 652** any business day between 8 am and 6 pm (Sydney time).

# **Postal address**

MLC MasterKey Pension Fundamentals P0 Box 200 North Sydney NSW 2059

# Website

For details on MLC's range of products and services visit **mlc.com.au** 





# Application to Transfer to MLC MasterKey Super & Pension Fundamentals

MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998 MLC Limited ABN 99 000 000 42 AFSL 230694 The Universal Super Scheme R1056778 ABN 44 928 361 101

Preparation Date: 21 November 2011

**IMPORTANT INFORMATION** 

In addition to this Application Form, you should also have the Supplementary Product Disclosure Statement dated 21 November 2011 and the Product Guide and the Investment Menu dated 28 April 2010. Together these documents form the Product Disclosure Statement.

N	ou can use this form if you hold a MLC MasterKey Super or MLC asterKey Pension account and wish to apply for a MLC MasterKey uper Fundamentals or MLC MasterKey Pension Fundamentals account.						
a	Before sending this form to MLC, please check that you have completed all questions on the form (as appropriate) by printing clearly in the spaces provided and have signed the relevant sections.						
N P	Please forward everything to:  ALC MasterKey  O Box 200  Jorth Sydney NSW 2059						
a	Please note: This form contains unique tracking information that assists MLC in the timely processing of your application.  Please do not use a photocopy of this form.						
,	YOUR APPLICATION DETAILS						
1	Are you submitting an application for:						
	MLC MasterKey Super Fundamentals						
	MLC MasterKey Pension Fundamentals						
	<b>Please note:</b> if you are invested in a NAB Fixed Rate Fund, this investment option can not be transferred to MLC MasterKey Pension Fundamentals.						
2	2 Existing account number						
3	Surname (Family name)						
	Given name(s)						
4	4 Date of birth						
	/ /						
5	Home number Work number						
	Facsimile Mobile						
	Email address						

ADVISER SERVICE FEE						
Do you wish to have an Adviser service fee deducted from your account?  No  Yes Complete the details below						
I request, until further notice from me, that MLC deduct an Adviser service fee of the following amount from my account to pay my financial adviser for the advice provided in relation to m MLC MasterKey Super & Pension Fundamentals account.						
Percentage based	fee	% pa	of my account balance			
OR			_			
Dollar based fee	\$	pa				
OR/AND			_			
One-off fee	\$					
OR/AND			_			
Adviser service fee on contribution	s	%	of each contribution			

# APPLICANT DECLARATION

#### Member acceptance

I have received and read the current Product Disclosure Statement and apply to become a member of The Universal Super Scheme ('the Scheme'), and agree to be bound by the provisions of the Trust Deed. I understand this application will form the basis of the contract between myself and the Trustee. I am eligible to contribute to the Scheme or have contributions made on my behalf.

I acknowledge that it is my responsibility to be fully informed about any investment I consider for inclusion in my portfolio at all times.

Unless otherwise specified in this application, I confirm that all instructions that apply to my current MLC MasterKey Super or MLC MasterKey Pension account shall apply to my new account in the Fundamentals product.

# **Understanding investment risk**

I understand that my investment does not represent a deposit with or a liability of the Trustee, National Australia Bank Limited, or other member companies of the National Australia Bank Group. An investment in MLC MasterKey Super & Pension Fundamentals is subject to investment risk including possible delays in repayment and loss of income and capital invested. I understand that MLC Limited guarantees that the unit price in the MLC Cash Fund will not fall (before the deduction of management fees and taxes).

# **Applicant declaration**

As far as I am aware, everything I have provided in this Application Form is true, and if there are any changes to this information in the future, I will advise MLC as soon as possible.

#### Offer within Australia

I understand that this offer is made in Australia in accordance with Australian laws and my account will be regulated by these laws.

#### Cooling of

I understand that if this investment does not suit me, I have 14 days after opening the account to advise MLC to close my account. For further information on Cooling off, please refer to the Product Guide.

# **Notification of changes**

I understand that I will not be given advance notice of any product changes that are not materially adverse. I am aware that any non-material changes will be available on **mlc.com.au** and I can obtain a paper copy of these changes on request, free of charge.

Signature of Applicant or Power of Attorney



# How to contact us

#### **MLC Client Service Centre**

If you have any questions, please contact your financial adviser, or the MLC Client Service Centre on **132 652** any business day between 8 am and 6 pm (AEST/AEDT time).

# Send your completed, signed and dated form to

MLC MasterKey PO Box 200 North Sydney NSW 2059

#### Website

For details on MLC's range of products and services visit mlc.com.au





# Application to Transfer your Pension Benefit

# MLC MasterKey Super & Pension MLC MasterKey Super & Pension Fundamentals

MLC Nominees Pty Limited ABN 93 002 814 959 AFSL 230702 RSE L0002998

MLC Limited ABN 99 000 000 42 AFSL 230694 The Universal Super Scheme R1056778 ABN 44 928 361 101

Preparation Date: 21 November 2011

In addition to this Application Form, you should also have the Supplementary Product Disclosure Statement dated 21 November 2011 and the Product Guide and the Investment Menu dated 28 April 2010. Together these documents form the Product Disclosure Statement.

Torni the Product Disclosure Statement.				
IMPORTANT INFORMATION				
You can use this form if you hold an existing MLC MasterKey Pension or MLC MasterKey Pension Fundamentals account.				
Before sending this form to MLC, please check that you have completed all questions on the form (as appropriate) by printing clearly in the spaces provided and have signed the relevant sections.				
If you are making a contribution by cheque, please make it payable to MLC Nominees Pty Limited, crossed 'Not negotiable'.				
Please forward everything to: MLC MasterKey PO Box 200 North Sydney NSW 2059				
Please note: This form contains unique tracking information that assists MLC in the timely processing of your application.  Please do not use a photocopy of this form.				

	YOUR APPLICATION DETAILS
1	Account number
2	Surname (Family name)
	Given name(s)
3	Date of birth / /
4	Home number Work number  ( )
	Facsimile Mobile ( )
	Email address

# YOUR BENEFIT INSTRUCTIONS

5	Do you wish to fully withdraw your pension benefit and use the proceeds to:
	commence a new super account or contribute to your existing super account?  Please complete questions 6–10 & 19–20.
	commence a new super account or contribute to your existing super account and then commence a new pension account?  Please complete questions 6–20.

#### YOUR SUPER DETAILS

#### 6 Rollovers

Will you be rolling over any additional amounts into your super account?

No Go to next question

Yes Show the source and amount of each rollover.

Source of rollover (name of institution)	Amount
	\$
	\$
	\$

To ensure we can process your request, please complete a Request to Transfer Super Benefits form for each rollover available on mlc.com.au

#### **7** Contributions

Are you making any initial or regular contributions to your super account?

No Go to question 11
Yes Complete the table below

Please specify the type and amount(s) if you are making initial and/or regular contributions.

Contribution type	Initial contribution	Regular contribution
Personal contribution	\$	\$
Employer contribution	\$	\$
Spouse contribution	\$	\$

If any of your personal contributions are being made:

- from the sale of a small business which qualifies for CGT concessions, or
- due to certain circumstances involving personal injury, you need to send us an election form for tax purposes before or at the time the contribution is made. The election forms and instructions can be found at ato.gov.au. Speak to your financial adviser for more information.

8	Contribution fees	10 Contributions by direct debit		
	Will there be a contribution fee?	Are you making the initial, regular or any future one-off con	tribution	
	Note: Contribution fees are not applicable to MLC MasterKey	by direct debit from a bank or similar financial institution account?		
	Super Fundamentals.	No <b>Go to next question</b>		
	No Go to next question	Yes <b>Provide the details below</b>		
	Yes Select contribution fee below	Important notes:		
	Contribution fee for initial contribution:	The Direct Debit Request Service Agreement on page 6		
	0% 1% 2% 3% 4% 5% Other %	describes the terms and conditions.		
	Contribution fee for future and one-off contributions:	A valid TFN must be provided.		
	0% 1% 2% 3% 4% 5% Other %	Direct Debit Request Schedule		
	If no nomination is made, a 0% contribution fee will be applied to the	Account		
	initial and any future contributions.	Name of financial institution		
9	Contributions by credit card			
	Are you making the initial contribution in question 7 by credit card?	Name of account		
	No Go to next question			
	Yes <b>Provide the details below</b>	DOD.		
	I (cardholder name)	BSB		
	(caraneter name)			
		Account number		
	request MLC Nominees Pty Limited (ABN 93 002 814 959) to			
	deduct from my credit card or any replacement/substituted card the contributions that I request.	Diagon anaife the contribution to be used from this con-		
	MasterCard Visa	Please specify the contribution to be made from this accordance	ullt	
	Card number	Initial contribution Preferred draw date /	/	
		Regular contribution Preferred draw date /	/	
	Expiry date			
		Note: If we are unable to meet this date, we will use the next available date of your frequency cycle after w	10	
		complete processing your application.	16	
	this credit card:	Please specify the type of contribution(s) you want to be		
	Personal Employer (authorised person to sign below)	drawn from this account. Please note that you can select		
	Spouse	more than one.		
	Signature of cardholder	Personal Employer Spouse		
		If regular contributions are to be paid from this account, h	0W	
	Date / /	often do you want contributions to be drawn? If you do no		
		a choice we will assume Monthly.		
		Weekly Fortnightly Monthly Qu	arterly	
		Signature of account holder(s)		
		Date /	/	

Date

#### 17 Would you like us to make your pension payments to your specified **INITIAL PENSION BALANCE** bank or financial institution account in question 10? Complete account details below No Complete questions 11-20 if you are recommencing a pension Yes What portion of your pension **11** Are you leaving a balance in your super account? % is to be paid to this account? No Go to next question **Important notes:** Yes How much would you like to leave in your · A valid TFN must be provided super account? . If payments are to be made to a third party account where you are \$ % not the account holder, we will require certified copies of relevant 0R proof of identity documents. If the third party account is in joint names, proof of identity is required for each account holder. **12** Do you intend to claim a tax deduction for personal contributions **Account 1** made in the current or previous year? Name of financial institution Nο Go to next question Yes Complete the table below Name of account Contribution Personal Amount you **Contributions** claimed or are claiming **BSB** \$ \$ Current financial year Account number \$ Previous financial year \$ Note: Please ensure that you complete these details accurately as we cannot accept notification of your intention to claim a What portion of your pension is to be paid to this account? deduction after your pension has commenced. YOUR PENSION DETAILS **Account 2 13** Are you permanently retired or starting your pension with 100% unrestricted non-preserved funds? Name of financial institution Yes No **14** Is this a transition to retirement pension? Name of account Yes No 15 What annual amount of pension (before tax) do you want to receive? **BSB** (Select one only) the Minimum allowed amount Account number the Maximum allowed amount (only applies if you answered 'Yes' to question 14)1 What portion of your pension is to be paid to this account? a Specified amount 2 pa % 1 The maximum amount will not be paid pro-rata. 2 The amount must be within the required annualised minimum and maximum (if applicable) limits. We will adjust the amount to the minimum or maximum if 18 When do you want your pension payments to start? it does not fall within the limits. Date **16** If you have selected a Specified amount, do you want the amount increased each year? Note: If we are unable to meet this date, we will use the next No Go to next question available date of your frequency cycle after we complete processing your application. Yes Select the amount of annual increase: 1% 2% 3% Select the preferred frequency of your pension payments Weekly Fortnightly Monthly 4% 5% 10% Quarterly Half-Yearly Yearly Note: If no preferred frequency is elected, we will make your

pension payments Monthly.

A Non-lapsing binding death benefit nomination B Non-binding death benefit nomination  C Reversionary beneficiary nomination (go to line 6, only applicable for pension accounts)  If you have ticked option A above, your nomination will not be accepted unless two witnesses have signed the witness declaration be				
1 2	Name of the beneficiary (Please print full name)	Date of birth	Relationship to you (Refer to the How to Guide for an explanation of the types of beneficiary)  Spouse Child Financial dependant Interdependency relationship  Spouse Child Financial dependant Interdependency relationship	Portion of total benefit
3			Spouse Child Financial dependant Interdependency relationship  Spouse Child Financial dependant	%
5	Legal Personal Representative	Not applicable	Interdependency relationship  Not applicable	%
		<u> </u>	Total	100%
	The sum of each of your p	ortions of total b	penefit must equal 100%. These portions can be up to two	decimal place
	Name of reversionary beneficiary			D. C
	Name of reversionally beneficially	Date of birth	Relationship to you	Portion of total benefit
			Spouse Child* Financial dependant Interdependency relationship	total benefit
r Agi If y and ha Pro I re Ull ur circ life		8 and 25 and fina must be taken a sign n for my as my y other	Spouse Child* Financial dependant Interdependency relationship Interdependent upon you, or disabled at the time of your december 1.	total benefit

YOUR BENEFICIARY NOMINATION

# 20 Do you wish to have an Adviser service fee deducted from your account? No Yes Complete the details below I request, until further notice from me, that MLC deduct an Adviser service fee of the following amount from my account to pay my financial adviser for the advice provided in relation to my MLC MasterKey account. Percentage based fee % pa of my account balance 0R \$ Dollar based fee pa OR/AND \$ One-off fee OR/AND Note: Adviser service fee on contributions are only applicable

to MLC MasterKey Super & Pension Fundamentals.

%

**ADVISER SERVICE FEE** 

Adviser service

fee on contributions

# **APPLICANT DECLARATION**

#### Member acceptance

I have received and read the current Product Disclosure Statement and apply to become a member of The Universal Super Scheme ('the Scheme'), and agree to be bound by the provisions of the Trust Deed. I understand this application will form the basis of the contract between myself and the Trustee. I am eligible to contribute to the Scheme or have contributions made on my behalf.

I acknowledge that it is my responsibility to be fully informed about any investment I consider for inclusion in my portfolio at all times.

# **Understanding investment risk**

I understand that my investment does not represent a deposit with or a liability of the Trustee, National Australia Bank Limited, or other member companies of the National Australia Bank Group. An investment in MLC MasterKey Super & Pension and MLC MasterKey Super & Pension Fundamentals is subject to investment risk including possible delays in repayment and loss of income and capital invested. I understand that MLC Limited guarantees that the unit price in the MLC Cash Fund will not fall (before the deduction of management fees and taxes).

#### **Direct Debit**

If I am using the direct debit facility for initial or future contributions I have read the Direct Debit Request Service Agreement.

# **Applicant declaration**

As far as I am aware, everything I have provided in this Application Form is true, and if there are any changes to this information in the future, I will advise MLC as soon as possible.

#### Offer within Australia

I understand that this offer is made in Australia in accordance with Australian laws and my account will be regulated by these laws.

# **Cooling off**

I understand that if this investment does not suit me, I have 14 days after opening the account to advise MLC to close my account. For further information on Cooling off, please refer to the Product Guide.

#### **Notification of changes**

I understand that I will not be given advance notice of any product changes that are not materially adverse. I am aware that any non-material changes will be available on **mlc.com.au** and I can obtain a paper copy of these changes on request, free of charge.

Signature of Applicant or Power of Attorney

	X	Dat		/	
--	---	-----	--	---	--

# **DIRECT DEBIT REQUEST SERVICE AGREEMENT**

This Service Agreement and the Schedule in question 10 contain the terms and conditions on which you authorise MLC to debit money from your account and the obligations of MLC and you under this agreement. You should read through the Service Agreement and Schedule carefully to ensure you understand these terms and conditions.

You should direct all enquiries about your direct debit to the MLC Client Service Centre on **132 652** between 8 am and 6 pm (AEST/AEDT time) on any business day.

# Our commitment to you

- we will give you at least 14 days notice in writing if there are changes to the terms of drawing arrangements or if we cancel the drawing arrangements,
- we will keep the details of your nominated financial institution account confidential, except if it is necessary to provide your details to our bank for the purpose of conducting direct debits with your bank,
- where the due date is not a business day, we will draw from your nominated financial institution account on the business day before or after the due date in accordance with the terms and conditions of your MLC account.

#### Your commitment to us

It is your responsibility to:

- ensure your nominated financial institution account can accept direct debits,
- ensure there is sufficient money available in the nominated financial institution account to meet each drawing on the due date,
- advise us if the nominated financial institution account is transferred or closed, or the account details change. MLC requires a minimum of:
   7 working days notice of change for banks and 21 days for Building Societies,
- arrange an alternate payment method acceptable to MLC if MLC cancels the drawing arrangements,
- ensure that all account holders on the nominated financial institution account sign the Schedule at question 10.

# Your rights

You should contact us if you wish to alter the drawing arrangements. This includes:

- · stopping an individual drawing,
- · deferring a drawing,
- · suspending future drawings,
- · altering the Schedule, and
- · cancelling the Schedule.

Where you consider that a drawing has been initiated incorrectly, you should first contact the MLC Client Service Centre on 132 652.

# Other information

- the details of your drawing arrangements are contained in the Schedule at question 10,
- MLC reserves the right to cancel drawing arrangements if drawings are dishonoured by your financial institution,
- if your drawing dishonours, your financial institution may charge you a fee. MLC does not currently charge for dishonours, but reserves the right to do so in the future,
- your drawing arrangements are also governed by the terms and conditions of your MLC account.

# How to contact us

#### **MLC Client Service Centre**

If you have any questions, please contact your financial adviser, or the MLC Client Service Centre on **132 652** any business day between 8 am and 6 pm (AEST/AEDT time).

# Send your completed, signed and dated form to:

MLC MasterKey PO Box 200 North Sydney NSW 2059

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