

Individual Insurance Transfer application form in the Mercer Super Trust

Use this form if you wish to transfer your current insurance cover with another retail insurer or superannuation fund to the Mercer Super Trust (MST). Refer to your Product Disclosure Statement (PDS) for information on premiums and conditions.

If you need help

For assistance or to access the Privacy Policy and your personal information call the Helpline on **1800 682 525**.

Important information

AIA Australia Limited ABN 79 004 837 861, AFSL 230043 (AIA Australia) agrees to provide individual transfer terms for Death only or Death and Total and Permanent Disablement cover (TPD) and Income Protection cover on the following basis:

- The maximum amount of cover that you can transfer is:
 - \$1 million for Death only or Death and TPD cover*
 - \$10,000 per month for Income Protection cover
- The waiting period and benefit period that applies to any transferred Income Protection cover will be determined by your class of membership in the MST. This may be different to the waiting period and benefit period that applied to your external cover prior to being transferred.
- The level of transferred cover provided to you will be equal to the level of Death only or Death and TPD cover currently held through your current fund or insurer. For Income Protection cover, the transferred cover amount will be limited to the maximum calculated sum insured available for your Plan.
- Cover can only be transferred if the current insurer's acceptance terms are less than or equal to +100% loading or two exclusions for Death only, Death and TPD and Income Protection cover.
- For Death only, Death and TPD and Income Protection cover, if an exclusion is transferred from your current fund/insurer, the exclusion wording of AIA Australia will apply.**
- You have not received nor are you eligible for a TPD, terminal illness or Income Protection benefit from another insurance policy or superannuation fund.
- You are not terminally ill with a life expectancy of less than 24 months.
- You are gainfully employed and physically capable of undertaking gainful employment for at least 30 hours per week.
- You must meet the eligibility criteria for insurance cover as set out in the PDS.
- You do not continue the transferred cover under another insurance arrangement.
- You are not restricted due to injury or illness from carrying out all the usual duties of their current or normal occupation for at least 30 hours per week at the date of the transfer.
- You have not been absent from work due to injury or illness for more than 10 days in the last 12 months as at the date of transfer.
- You have not had an application for Death, TPD or Income Protection cover declined by any insurer including AIA Australia.
- You must provide a copy of:
 - An annual statement from the current fund/insurer that was issued within 6 months, or
 - A certificate of currency issued within 6 months from the insurance company that is the issuer of the existing insurance cover.
- Your request to transfer cover into the MST will commence from the date:
 - AIA Australia accepts your Individual Insurance Transfer application, and
 - you direct your employer superannuation contributions into the MST.Your external insurance cover under the other fund or policy must be cancelled upon acceptance of transferred cover into the MST.
- Occupational classifications will be based on the classifications used by the MST.
- Ratings and premiums may change to adapt to MST's ratings and premiums.

* TPD cover only cannot be transferred into the MST

** You must be under the age of 60 at the date of application.

You should not cancel your existing cover until you have received confirmation that your transfer request has been accepted by the Mercer Super Trust and AIA Australia.



Step 1 – Complete your personal details

Title: Mr Mrs Ms Miss Other Date of birth / /

Given names

Surname

Postal address

Suburb

State

Postcode

Telephone

Mobile

E-mail

Membership number

Plan name

Name of your employer

Step 2 – Complete your other fund or insurance policy details

You should check the details of your other insurance cover with your super fund or insurer to ensure you fully understand the effects of transferring your benefits.

Please select the appropriate option below:

I am transferring my insurance cover from a super fund

I am transferring my insurance cover from a personal insurance policy

Member account or policy number

Fund or insurance company's name

Fund or insurance company's postal address

Suburb

State

Postcode

Fund or insurance company's telephone number

Note: You can only transfer cover into the MST if voluntary cover is available in your Plan. Refer to your PDS for further information.



Step 3 – Confirmation of requirements

1. Please confirm that all of the following statements are true and correct:

- I will cancel my existing insurance cover under my other fund/insurance policy upon acceptance of this request.
- I will direct my employer superannuation contributions into the MST.
- I will not be transferring the cover under my other fund/ insurance policy to any other division or section of the other fund or to any other fund or insurer, other than the MST.
- I will not effect a continuation option, or subsequently reinstate cover within the other fund or with the other insurer or any other divisions or associated fund of the other fund or any other retail insurance arrangement.

I confirm that all four statements above are true and correct and agree to abide by these requirements:

YES NO

2. Are you currently gainfully employed and physically capable of undertaking gainful employment for at least 30 hours per week?

YES NO

If you answered 'NO' to question 1 or 2, you will not be eligible to transfer your existing insurance cover from your existing fund/insurance policy to the Mercer Super Trust. You are not required to complete the remainder of this section of the form.

3. Are you currently absent from work or unable to carry out all of the duties of your current or usual occupation on a full time basis, due to an injury or illness (even if you are not currently working on a full time basis)?

YES NO

4. Have you been paid, or are you eligible to be paid, or have you lodged a claim for a terminal illness, TPD or Income Protection benefit with the Mercer Super Trust, AIA Australia, another superannuation fund or life insurance policy?

YES NO

5. Have you been diagnosed with an illness that reduces your life expectancy to less than 12 months from today?

YES NO

If you answered 'YES' to any of the above questions, you will not be eligible to transfer your existing insurance cover from your other fund/insurance policy to the MST. You are not required to complete the remainder of this form.

6. Have you been absent from work due to injury or illness for more than 10 days in the last 12 months?

YES NO

7. Have you had an application for Death, TPD or Income Protection cover declined by any insurer, including AIA Australia?

YES NO

8. Is your cover under the existing fund/insurance policy subject to any premium loadings and/or exclusions including but not limited to pre-existing conditions, exclusions, or restrictions in regards to medical or other conditions?

YES NO

If you answered 'YES', please provide details of the premium loadings, exclusions and/or restrictions, including a copy of the advice you received from the existing insurer or fund advising you of the acceptance of your cover subject to these additional terms.

If any of your benefits from your existing fund or insurer, had more than two exclusions, or had a loading of more than +100% extra mortality, then cover for that benefit cannot be transferred to the MST.

Death and Total Permanent Disablement (TPD) cover

9. I confirm that my current level of cover under the existing fund/insurance policy is as follows:

Death cover \$
TPD cover \$

The maximum amount you can transfer in total is \$1 million for Death only or Death & TPD cover.

You must obtain and attach an up to date statement (such as an acceptance certificate, letter or email) from your other fund/ insurer confirming the type and level of cover, or any loadings or exclusions currently held with the other fund/insurance policy. All written evidence must be produced and dated within the last six months.

I understand that the transfer of my current Death only or Death and TPD cover if accepted by AIA Australia, will be subject to the terms and conditions of the MST.

Income Protection cover

10. To be eligible for Income Protection cover under the MST you must be gainfully employed and working at least 30 hours per week

Income Protection cover per month

\$ (maximum amount of cover you can transfer is \$10,000 per month)

Current benefit period insert box:

Current waiting period insert box:

I understand that the transfer of my current Income Protection cover once accepted by AIA Australia, will be subject to the terms and conditions of the MST and that my Income Protection benefit period and waiting period (if applicable) will be matched to the MST offer.

You must obtain and attach an up to date statement (such as an acceptance certificate, letter or email) from your other fund/insurer confirming the type and level of cover, or any loadings or exclusions currently held with the existing fund/ insurance policy. All written evidence must be produced and dated within the last six months.



Duty to take reasonable care

About this application

When you apply for life insurance, we conduct a process called underwriting. It's how we decide whether we can cover you, and if so, on what terms and at what cost.

We will ask questions we need to know the answers to. These will be about your personal circumstances, such as your health and medical history, occupation, income, lifestyle, pastimes, and current and past insurance. The information you give us in response to our questions is vital to our decision.

The duty to take reasonable care

When applying for insurance, there is a legal duty to take reasonable care not to make a misrepresentation to the insurer before the contract of insurance is entered into.

A misrepresentation is a false answer, an answer that is only partially true, or an answer which does not fairly reflect the truth.

This duty applies to a new contract of insurance and also applies when extending or making changes to existing insurance, and reinstating insurance.

If you do not meet your duty

If you do not meet your legal duty, this can have serious impacts on your insurance. There are different remedies that may be available to us. These are set out in the Insurance Contracts Act 1984 (Cth). These are intended to put us in the position we would have been in if the duty had been met.

Your cover could be avoided (treated as if it never existed), or its terms may be varied. This may also result in a claim being declined or a benefit being reduced.

Please note that there may be circumstances where we later investigate whether the information given to us was true. For example, we may do this when a claim is made.

Before we exercise any of these remedies, we will explain our reasons and what you can do if you disagree.

Guidance for answering our questions

You are responsible for the information provided to us. When answering our questions, please:

- Think carefully about each question before you answer. If you are unsure of the meaning of any question, please ask us before you respond.
- Answer every question.
- Answer truthfully, accurately and completely. If you are unsure about whether you should include information, please include it.
- Review your application carefully before it is submitted. If someone else helped prepare your application (for example, your adviser), please check every answer (and if necessary, make any corrections) before the application is submitted.

Changes before your cover starts

Before your cover starts, we may ask about any changes that mean you would now answer our questions differently. As any changes might require further assessment or investigation, it could save time if you let us know about any changes when they happen.

If you need help

It's important that you understand this information and the questions we ask. Ask us or a person you trust, such as your adviser for help if you have difficulty understanding the process of buying insurance or answering our questions.

If you're having difficulty due to a disability, understanding English or for any other reason, we're here to help. If you want, you can have a support person you trust with you.

Notifying the insurer

If, after the cover starts, you think you may not have met your duty, please contact us immediately and we'll let you know whether it has *any impact on the cover*.

Your privacy

We collect, use and disclose personal information about you in order to manage your superannuation benefits and give you information about your super. We may also use it to supply you with information about the other products and services offered by us and our related companies.

If you do not wish to receive marketing material, please contact us on **1800 682 525**.

Our Privacy Policy is available to view at mercersuper.com.au or you can obtain a copy by contacting us on **1800 682 525**.

If you do not provide the personal information requested, we may not be able to manage your superannuation.

We may sometimes collect information about you from third parties such as your employer, a previous super fund, your financial adviser, our related entities and publicly available sources.

Continued over



Your privacy (continued)

We may disclose your information to various organisations in order to manage your super, including your employer, the fund's administrator, our professional advisors, insurers, our related companies which provide services or products relevant to the provision of your super, any relevant government authority that requires your personal information to be disclosed, and our other service providers used to assist with managing your super.

In managing your super your personal information will be disclosed to service providers in another country, most likely to our administrator's processing centre in India. Our Privacy Policy lists all other relevant offshore locations.

Our Privacy Policy sets out in more detail how we deal with your personal information and who you can talk to if you wish to access and seek correction of the information we hold about you. It also provides detail about how you may lodge a complaint about the way we have dealt with your information and how that complaint will be handled.

If you have any other queries in relation to privacy issues, you may contact us on **1800 682 525** or write to our Privacy Officer, **GPO Box 4303, Melbourne, VIC 3001**.

The Privacy Policy of AIA Australia can be obtained by visiting www.aia.com.au. By completion of this form, you consent to any personal information, including information that may be of a sensitive nature we may in the manner set out in these Privacy Statements collect about you in the normal course of our business, being used as outlined in the AIA Australia Privacy Policy.

Step 4 – Sign the form

By signing this form, I understand that:

- if I do not fully complete, sign and date this Individual Insurance Transfer application form, I will not be eligible to transfer my current cover to the MST.
- if AIA Australia and the MST accepts my application, I will cancel my current cover as at the transfer date under my other fund/insurer which will be replaced by the cover accepted under the MST but subject to a total maximum of \$1 million for Death only or Death and TPD cover and \$10,000 per month for Income Protection cover.
- following the transfer, my total insurance cover (ie transferred amount plus my insurance currently held with the MST) cannot exceed the maximum cover amounts provided by AIA Australia for each benefit, otherwise my transferred cover may be restricted to the maximum cover amount.
- my replacement cover will commence in the MST on the date:
 - AIA Australia accepts my Individual Insurance Transfer application, and
 - I direct my employer superannuation contributions into the MST.

My external insurance cover under the other fund or policy will be cancelled upon acceptance of transferred cover into the MST.

- AIA Australia and the MST may undertake appropriate enquiries and investigations to verify the answers I have provided.
- AIA Australia or MST may investigate whether any premium loadings, restrictions and exclusions may have applied in the other fund/insurance policy and whether cover had previously been declined.
- I agree to provide AIA Australia and the MST with access to the health and/or financial evidence I provided to any other fund and their insurer or retail insurer in an application for the cover being transferred. Any non-disclosure to any previous or other fund or insurer may be acted upon by AIA Australia.
- should it become apparent to AIA Australia or the MST that I have not responded truthfully or satisfied the requirements that I confirmed above, then any insured benefit that may be payable to me, my beneficiaries or my estate under the MST may be reduced by the insured amount paid or payable by my other fund; an associated section or division of the other fund, or any other fund, or retail insurance arrangement, or any policy issued under any option that I exercised, as a consequence of my failure to abide by these conditions.
- the information contained in this Individual Insurance Transfer application form (whether written by hand or not) is true and correct and that no information material to this application for transfer has been withheld.
- if AIA Australia accepts my application, the terms and conditions as outlined in the MST policy documents held by the MST will apply, and the terms and conditions of my other fund and/or insurer will cease to apply.
- I have read the Duty to take reasonable care and understand its contents and what is meant by my duty to take reasonable care. I also understand that my duty to take reasonable care continues after I have completed this application for transfer until AIA Australia accepts my application and cover commenced in the MST.

Signature of member

Date

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Please return your completed form to Mercer Super Trust, GPO Box 4303, Melbourne, VIC 3001.

