


Advice Fee Deduction Form

Adviser only

Before proceeding check that:

- Your Licensee is registered with Mercer Super
- Form is for members with a super account
- Form is for members with a pension account

 This form can be completed digitally or by hand with a black or blue pen in uppercase with one character per box.

Step 1: Complete Member Details

Title: Mr Mrs Ms Miss

Date of birth / /

Given names

Surname

Postal address

Suburb

State

Postcode

Telephone

 -

Mobile

E-mail

Plan/Product name

Select Account for fee deduction:

Super account

Pension account

Account number

Account number

Step 2: Advice fees

Mercer Superannuation (Australia) Ltd as Trustee of the Mercer Super Trust (Mercer Super) is required to obtain specific consent before a fee for financial advice can be deducted from your account.

You are not under any obligation to consent to an advice fee being deducted. You may revoke your consent at any time by providing directions to Mercer Super using the contact details provided at the end of this form. Once your consent is revoked, no further fees will be deducted from your account.

Advice fees can only be deducted from your super or pension account if they relate to advice you receive about your accounts with Mercer Super.

Advice fees paid to your financial adviser and their Licensee are inclusive of GST.

We will not be able to process your request if:

- The fee to be deducted will leave your nominated account with a leaving service payout of less than \$5,000. For defined benefit super accounts a personal advice fee can only be deducted from any rollover or additional voluntary contribution accounts you may have.
- The nominated fee(s) exceed \$8,000 pa (inc of GST) or 2% of the account balance. Where fees are charged as a combination of one off and fixed term, the total must not exceed \$8,000 pa.

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Step 2: Advice fees

One-off Advice Fee

A one-off advice fee is paid as a single lump-sum deduction from your account. This fee can only be charged once every 12 months. The advice services listed below outline what you've already agreed to and have received from your financial adviser in the form of a Statement of Advice:

Please tick one or more of the services being provided below:

- Establishment of your account
- Review of your account
- Strategic Superannuation advice
- Investment advice on your account
- Contribution strategy
- Insurance in superannuation strategy
- Withdrawal advice
- Establishment of a pension account
- Incidental advice that supports the provision of advice relating to Mercer Super account (cash flow analysis, applying for social security and detailed retirement projections)

Advice fees not related to advice about your Mercer Super account(s) cannot be deducted from a Mercer Super account.

As agreed with your nominated financial adviser, you authorise \$, . (up to a maximum of \$8,000 inc of GST):

Date the service listed above was provided: / /

The form must be signed within 60 days of the service date.

Adviser to complete

Account balance \$, , . as at signing of this form

Please provide the above flat dollar fee as an approximately %* of the account balance listed above.

One-off advice fees will be deducted from your account at the time of receiving this form. Your consent will expire once the deduction has been processed and your adviser will have to ask you for your consent before any further advice fees are deducted from your Mercer Super account.

Fixed Term Advice Fee

Fixed Term fee covers advice services over a 12 month period.

Enter the fixed term dollar amount (up to a maximum of \$8,000 inc of GST). A monthly deduction will be calculated based on the annual amount provided and deducted from your account at the end of each month. The deductions will stop at the expiry date.

Please tick one or more of the services being provided below:

- Establishment of your account
- Review of your account
- Strategic Superannuation advice
- Investment advice on your account
- Contribution strategy
- Insurance in superannuation strategy
- Withdrawal advice
- Establishment of a pension account
- Incidental advice that supports the provision of advice relating to Mercer Super account (cash flow analysis, applying for social security and detailed retirement projections)

Advice fees not related to advice about your Mercer Super account(s) cannot be deducted from a Mercer Super account.

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Step 2: Advice fees

Fixed term fee (dollar amount up to a maximum of \$8,000 inc of GST) \$, . over a period of 12 months

This fee will be pro-rated and deducted monthly.

Start date of service

/ /

Note: start date must be first of the month

End date of service:

/ /

Note: end date must be 12 months from the start date. The form must be signed within 60 days of the start date.

Adviser to complete

Account balance \$, , . as at signing of this form

Please provide the above flat dollar fee as an approximately %* of the account balance listed above.

Step 3: Member Consent

Members can only have one annual advice fee in place at any given time – one-off, fixed term or a combination. Should you have an annual fee arrangement that is active at the start date of the new service, we will end your previous arrangement.

Consent must be signed on or before the start date of the service. Your consent will expire once the final deduction has been processed at the expiry date. Your adviser will have to ask you for your consent before any further advice fees are deducted from your nominated account(s).

By signing this form, I consent and confirm the following:

- I have received the agreed advice from my Financial Adviser and understand the services I will receive under this fee arrangement.
- I understand that Mercer Super's acceptance of this form is not an endorsement of the advice provided to me.
- I acknowledge, where the advice is beyond the scope of my Mercer Super account, or outside of the allowable amounts payable, I need to pay this advice fee myself.
- I authorise my Financial Adviser to provide a copy of the relevant advice documents to Mercer Super for the exclusive purposes of ensuring Mercer Super meet its obligations under the sole purpose test.
- I can withdraw my consent by contacting the fund on **1800 682 525** and understand I must contact the fund before the amount has been deducted from my account.
- I consent for the advice fees requested on this form be deducted from my Mercer Super Trust account and paid to my financial adviser.
- I understand that advice fees paid from your superannuation will reduce your superannuation balance.
- The trustee may use my email address as provided by myself or any other person on my behalf to communicate with me in respect of any correspondence it deems appropriate
- The form has been signed within 60 days of the start date.

Member signature

Date

/ /

Step 4: Adviser Consent

As the Financial Adviser of the member, I declare that:

- I have provided the member with advice services related to their Mercer Super account as agreed with the member.
- I understand Mercer Super reserves the right to decline payment of the requested advice fee (as well as any future requests)
- The information on this form is true and correct
- I consent to my information and conduct being reported to ASIC where a false declaration is made
- I understand that my first payment can take up to 6 to 8 weeks

Adviser signature

Date

/ /

Adviser name

Business name

AFSL number

ASIC Adviser Register No.

Contact number

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E-mail

How to cancel your advice fee?

You should speak to your financial adviser if you are not satisfied with the services provided before signing this form.

If you no longer wish to have the advice fee deducted from your account you will need to contact the Trustee before the amount has been deducted from your account.

To withdraw your consent to the deduction of fees from your super account contact Mercer Super Trust by:

- Phone on **1800 682 525**
- In writing by mail to
GPO Box 4303
Melbourne VIC 3001

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 [mercersupertrust.com](https://www.mercersupertrust.com) 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.

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.

3 easy ways to return your form

To make submitting your completed form as simple as possible, we've provided three easy options for you to choose from. Please read through the choices below and select the one that's most convenient for you.



Use Member Online

The fastest and more secure way to send back your forms is through the contact us page within Member Online. Simply save and attach the PDF of your completed form and you're done.

www.mercersuper.com.au



Email Us*

Another way to send back your form is via email. It's quicker if you use your email address you use to log in and send to

MST@Mercer.com

Please see below note for submitting forms via email.



Post it back

Otherwise, you can always send it back to us using the below postal address

**Mercer Super Trust,
GPO Box 4303,
Melbourne, VIC 3001**

*Email note:

This is a 'no-reply' mailbox and should only be used to submit a form.

- Only one form per email can be accepted to ensure each form and its supporting documentation is processed correctly.
- A total of 6 attachments per form/email with a maximum size limit of 14MB.
- The file formats accepted are PDF, JPEG, PNG and JPG.

If you have an inquiry, please submit this via the contact us page or call the helpline on **1800 682 525**.