

Before proceeding check that:

1. You must ensure the Licensee is registered with Mercer Super. If you are not registered, please send the **AFS Licensee Registration** form to Mercer Super.
2. A separate form is required for each Mercer account.



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

Select Account for fee deduction:

Account number

☐ Super account☐ Pension account

Title: Mr ☐ Mrs ☐ Ms ☐ Miss ☐

Date of birth / /

Given names

[illegible]

Surname

[illegible]

Residential address (must be advised)

[illegible]

Suburb

[illegible]

State

□ □ □

Postcode

□ □ □ □

Postal address (if different to above)

[illegible]

Suburb

[illegible]

State

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Postcode

□ □ □ □

Telephone

[illegible]

Mobile

[illegible]

E-mail

Plan/Product name

[illegible]

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:

1. 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.
2. 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.

continued over

One-off Advice Fee

Please tick one or more of the services being provided below: (You must tick one or more boxes for form to be valid).

Date the Advice document was signed: / /

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 fee covers advice services over a 12 month period. Fixed Term fee may be debited from all products except for a MySuper product.

Please tick one or more of the services being provided below: (You must tick one or more boxes for form to be valid)

- Advice fees not related to advice about your Mercer Super account(s) cannot be deducted from a Mercer Super account. Fixed Term fee may be debited from all products except for a MySuper product.

03/2025

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

0 1 / /

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.

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 writing to the trustee and understand I must contact the trustee before the amount has been deducted from my account.
- I consent for the advice fees requested on this form be deducted from my nominated Mercer Super account and paid to my Financial Adviser.
- I understand the advice fees paid from my superannuation will reduce my superannuation balance.
- The trustee may use my email address as provided by me 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.
- I acknowledge the fixed term fee cannot be debited from a super account that is a MySuper product.

Member signature

Date

/ /

Step 4: Adviser Consent

- 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).
- I understand that Fixed Term Advice Fees cannot be deducted from an account which is a MySuper product.
- 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.

Date

X

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[illegible]

How to cancel your advice fee?

To withdraw your consent to the deduction of fees from your super account contact Mercer Super Trust in writing by mail to GPO Box 4303 Melbourne VIC 3001.

Your Privacy

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**.