

# Change of Contribution Rate Percentage

## For ESSS Defined Benefit Fund members

### Who should use this form

1. Emergency Service members who wish to change their contribution rate percentage in their defined benefit fund account. (You are restricted to changing your contribution rate percentage once per calendar year). PLEASE COMPLETE SECTIONS 1, 2 & 4.
2. Emergency Service members who wish to vary their current defined benefit fund contribution deduction type from after-tax to before-tax (salary sacrifice) or vice versa. Please refer Section 3. PLEASE COMPLETE SECTIONS 1, 3 & 4.

### Before you start

You can complete this form online, or alternatively your completed form can be forwarded to ESSSuper by fax, mail or email (if emailing the form you will need to print the form, sign it, then scan it to send to email [info@esssuper.com.au](mailto:info@esssuper.com.au))

It is important to note that contributing at a rate less than your maximum rate may reduce your death and disability benefits. For further information please contact the Member Service Centre on 1300 650 161.

Please complete this form in pen using CAPITAL letters and mark with an [X] where applicable.

### Section 1

#### Your personal details

Member number

Title

 Mr  Mrs  Ms  Miss  Other (please specify) 

Surname

Given names

Date of birth

 /  / 

Postal address

Suburb

State

Postcode

Mark with an [X] if your postal and residential address are the same. If your residential address is different, please specify below.

Residential address

Suburb

State

Postcode

Telephone (business hours)

 (  )  (after hours) (  ) 

Telephone (mobile)

Email address



By providing your email address you are authorising ESSSuper to send communications including statement notifications to that address. This authorisation will apply until it is revoked by you.

Section 2

Contribution rate percentage change

I elect to change my contribution rate to: (please tick one box only)

**AFTER TAX**

0%     3%     5%     6%     7%     8%\*

**OR**

**BEFORE TAX**

0%     3.6%     5.9%     7.1%     8.3%     9.5%\*

\* Available to some members as a 'catch up' rate. Refer to the ESSS Defined Benefit Fund Product Disclosure Statement for further information.

- You are restricted to changing your contribution rate percentage once per calendar year.

If your election form is received in time to be processed by the 14th of the month, the new rate will take effect from the start of the next month. Otherwise it will be the start of the following month.

Section 3

Vary type of contribution deduction

Complete this section if you are a current contributor and wish to switch between after-tax contribution and pre-tax (salary sacrifice) contributions.

Change from after-tax contributions to pre-tax (salary sacrifice) contributions

**OR**

Change from pre-tax (salary sacrifice) contributions to after-tax contributions

If your election form is received in time to be processed by the 14th of the month, the new rate will take effect from the start of the next month. Otherwise it will be the start of the following month.

Section 4

Declaration and signature

I acknowledge and agree that:

- I have read and accept the statements relating to privacy (and in particular to the collection, use and disclosure of personal information by ESSSuper) appearing in the ESSSuper privacy statement available from the ESSSuper website at [www.esssuper.com.au](http://www.esssuper.com.au)
- I fully understand and accept the implications of the election I have made on this form and I declare that the information provided on this form is true and correct.
- The percentage I have nominated on this form will be deducted from my pay each pay period by my employer until I lodge a new election form or I terminate employment.
- ESSSuper is not responsible for ensuring that deductions are made and forwarded to ESSSuper by my employer.
- The information provided by ESSSuper is of a general nature and does not constitute personal financial advice.
- I am aware that concessional contributions caps do apply and I have considered obtaining independent financial advice in respect of my superannuation options.

Signature

Date  /  /

This form must be forwarded to ESSSuper and **not** to your payroll office.

**Please forward this completed form to**

ESSSuper GPO Box 1974, Melbourne Vic 3001  
 T 1300 650 161 | F 1300 766 757 | [www.esssuper.com.au](http://www.esssuper.com.au)

At ESSSuper, we treat the privacy and confidentiality of our members' personal information seriously. We are committed to complying with the guidelines of the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001 (Vic)*. To obtain a copy of ESSSuper's privacy policy go to our website at [www.esssuper.com.au](http://www.esssuper.com.au)