

BUSSQ MySuper



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Before you start

This Product Disclosure Statement (PDS) is a summary of significant information about BUSSQ's MySuper product. It contains references to other important information in the *Super Handbook* and *Insurance Handbook* (each of which forms part of the PDS). These documents are available on our website bussq.com.au, or call us on **1800 692 877** and we will send you a copy. You should consider the information in all of these documents before making a decision about the product.

This PDS contains general information only and does not take into account your personal financial situation or needs. You should consider whether the information is appropriate for your personal financial situation and needs, and obtain financial advice tailored to your personal circumstances.

1. ABOUT BUSSQ MYSUPER

BUSSQ is an industry fund that has been providing superannuation services to the building, construction and civil industries for 39 years. We're a national fund committed to our members' financial security, now and into the future.

As an industry fund, all profits are returned to members - not shareholders.

Anyone can join BUSSQ, so no matter what industry you work in or where you live, BUSSQ is here to assist you to achieve your retirement goals.

BUSSQ MySuper is an authorised MySuper product. Its product dashboard is available at bussq.com.au/investments/mysuper-dashboard. The dashboard can be used to compare BUSSQ MySuper with other MySuper products. BUSSQ also offers a Premium Choice superannuation account and Transition to Retirement, Retirement and Child Income accounts. More information about these other products can be found on the website. This information includes Target Market Determination (TMD) documents, which outline the target market a product has been designed for (available at bussq.com.au/disclosure).

BUSSQ's executive and director remuneration and other disclosure documents are available at bussq.com.au/disclosure.

2. HOW SUPER WORKS

Super is a way to save for your retirement which is, in part, compulsory. The money comes from contributions made into your super fund by your employer and ideally, topped up by your own voluntary contributions. You may also be eligible for certain government contributions.

Under current legislation, your employer must pay a percentage of what you earn into a super fund. This is called the Superannuation Guarantee (SG). SG rates are outlined in the *Super Handbook*. You may work under an agreement which requires your employer to pay you a higher rate of super. Ask your employer for more details.

There are limits (caps) on contributions to superannuation.

Most people have the right to choose which super fund their employer pays their SG contributions into. Inside your chosen fund your money is invested and grows over time, so that when you retire you will have money to live on. There are a number of benefits of investing in super:

- **Tax advantages** - for most people, super will be taxed at a lower rate than a similar investment outside super
- **Insurance** - you may get Death, Total and Permanent Disability (TPD) or Income Protection insurance through your super fund, with the cost of the insurance deducted from your super account balance.
- **Bonus contributions from the government** - making voluntary after tax contributions to your BUSSQ account could make you eligible, depending on how much money you earn and how much you contribute to your super.

Preservation age

If you were born	You can access your super at age
1 July 1963 to 30 June 1964	59
1 July 1964 or after	60

If you were born before the earliest date in the table above, you have already reached preservation age.

If you retire and have reached your preservation age, you can withdraw your super. You can work out your preservation age using the table on this page. There are three ways you can get access to your super:

- As a lump sum
- As a retirement income stream (e.g. a fortnightly payment), or
- A combination of both.

You can only access your super before you retire under certain conditions such as disablement, compassionate grounds, or financial hardship. Call us on **1800 692 877** for more information.

Understanding how super works can bring great benefits whether you are just starting out, are close to retirement or have already retired. Getting to know the basics is a great start to making sure your super future is bright.

You should read the important information about contributions and how super works before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to how super works may change between the time you read this PDS and the day when you acquire the product.

To learn more about how super works and how you can get the most out of it go to the Australian Government's 'MoneySmart' website - moneysmart.gov.au - and click on the 'Super and retirement' tab.

3. BENEFITS OF INVESTING WITH MYSUPER



Strong investment returns - BUSSQ is a strong performing super fund over the long term. BUSSQ has been awarded *SuperRatings* Gold Performance Rating for our MySuper product for 2023.*



Flexible insurance - BUSSQ offers eligible members a basic level of Death and Total and Permanent Disablement cover as well as the option to apply for Income Protection cover.



National industry super fund - BUSSQ services members and employers in all states and territories.



Personalised service - BUSSQ takes the time to provide personalised service to our members, when and how they need it, to assist them to achieve the retirement they want. We offer a range of expert assistance, either on site, at home or in our office.



Financial advice - BUSSQ members have access to personal financial advice at no additional cost. The advice is limited to BUSSQ products and is advice on insurance, investment choice, contributions and retirement. The cost of this advice is included in the administration fees and costs. BUSSQ members also have access to tailored retirement advice which is advice on transition to retirement and retirement income streams. If the advice given extends beyond a member's BUSSQ super account, an additional fee is payable which will be detailed in the Statement of Advice your advisor gives you. Personal advice is provided either by one of our financial planners who are Authorised Representatives of Industry Fund Services Limited (IFS) (ABN 54 007 016 195 AFSL 232514) or by a representative of Link Advice Pty Ltd (Link Advice) (ABN 36 105 811 836 AFSL 258145). IFS and Link Advice are responsible for any advice given to you by their representatives. Further information about the advice services that can be provided is set out in our *Financial Services Guide* which can be downloaded at bussq.com.au or call us for a copy on **1800 692 877**.

* Past performance is not a reliable indicator of future performance. For more information about BUSSQ's investment performance, awards and ratings refer to bussq.com.au/about/awards.

Want more flexibility and control over your super?

CHOOSE BUSSQ PREMIUM CHOICE

- Additional insurance options including fixed cover and Income Protection
- Insurance options to suit contractors and the self-employed
- Eight investment options
- The same administration fees and costs
- Personalised services when you need it.

To join or upgrade to BUSSQ Premium Choice is easy. Visit bussq.com.au and follow the prompts to join or call 1800 692 877.

Before acting, you should review the *Premium Choice PDS* to ensure you have all the information about the product and how it works and consider the appropriateness of the information to your objectives, financial situation or needs, or obtain financial advice tailored for your personal circumstances. The PDS, and Target Market Determination (TMD) document which show the target market of consumers that a product is designed for, can be viewed at bussq.com.au/disclosure.

4. RISKS OF SUPER

All investments carry risk. Different investment strategies carry different levels of risk, depending on the investments that make up the strategy. Investments with the highest long term returns may also carry the highest level of short term risk.

The significant risks that relate to investing in BUSSQ are: inflation risk, market risk, individual investment risk, interest rate risk, currency risk, derivatives risk, regulatory risk, timing risk and liquidity risk.

The likely investment return and the level of risk of losing money is different for each investment option depending on the underpinning mix of assets. When considering your investment in super, it is important to understand that:

- The value of investments will vary
- The level of returns will vary and future returns may differ from past returns

- Returns are not guaranteed and you may lose some of your money
- Superannuation laws may change in the future
- The amount of your future super savings (including contributions and returns) may not be enough to provide adequately for your retirement
- The level of risk for each person will vary depending on a range of factors, including your age, investment time frame, where other parts of your wealth are invested and your tolerance to risk
- Other products provided as part of your superannuation, such as your insurance, may not suit your needs.

You should read the important information about the risks of super before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to the risks of super may change between the time you read this PDS and the day when you acquire the product.

5. HOW BUSSQ INVESTS YOUR MONEY

You should read the important information about your investment options and how BUSSQ invests your money before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to how BUSSQ invests your money may change between the time you read this PDS and the day when you acquire the product.

When you become a member of BUSSQ MySuper, your super is invested automatically in a single diversified investment option - **Balanced Growth**.

Overview - designed for medium to long term investors. BUSSQ's MySuper Balanced Growth investment option is a diversified, pre-mixed option. It provides a mix of growth and defensive assets such as shares, property and fixed interest securities. The frequency of a negative annual return is expected to be 3 to less than 4 years over any 20-year period*.

Investment objectives - to beat the Consumer Price Index by 3.00% per annum over a 10 year period, after investment fees and costs and investment taxes.

Suggested minimum investment timeframe
At least five years.

Risk level*



* The frequency of a negative return is based on BUSSQ's investment consultant's capital market assumptions and is not guaranteed. Refer to BUSSQ's most recent Annual Report and website for actual returns.

Asset allocation

Asset class	Benchmark	Range
Australian Shares	25.25%	15 - 35%
International Shares	24.25%	15 - 35%
Opportunistic Growth	4.5%	0 - 10%
Property	10.0%	5 - 20%
Infrastructure	13.0%	5 - 20%
Agriculture	4.0%	0 - 10%
Opportunistic Debt	8.0%	0 - 10%
Fixed Interest	6.0%	5 - 20%
Cash	5.0%	0 - 10%



IMPORTANT: You must consider the likely investment return, the risk and your investment timeframe, when choosing an option or mix of options.

Choosing or changing your investment option(s)

If you would like the ability to choose where your super is invested you can change from BUSSQ's MySuper product to BUSSQ's Premium Choice product at no extra cost. With Premium Choice you can choose from 8 investment options that deliver the potential for higher returns, greater relative security or a mix of both. You can select whatever suits your investment objectives, time frame and tolerance for risk. Importantly you are not tied to one investment strategy. You can download the *Premium Choice PDS* and Target Market Determination documents from bussq.com.au or call us for a copy on **1800 692 877**.

Who BUSSQ invests your super with

BUSSQ is constantly monitoring markets and their impact on its investment portfolio. BUSSQ's portfolios are managed by a range of experienced and skilled investment managers who use a disciplined investment process to identify good quality stocks.

BUSSQ remains committed to managing a well diversified portfolio that is designed to provide good returns over the long term.

The asset allocation is sometimes adjusted in line with changes in the market and to meet the stated investment strategy of the option.

BUSSQ's Investment Committee interviews and selects specialist investment managers for each of the asset classes.

Investment managers are selected on a management and performance basis and they are required to report regularly to the Trustee. The investment managers are constantly monitored by the Trustee.

Details of where funds are invested can be found in the Portfolio Holding Disclosure section at bussq.com.au/disclosure.

Labour standards and environmental, social and ethical considerations

BUSSQ's Responsible Investment Framework includes the assessment of Environmental, Social and Governance (ESG) considerations when selecting, retaining or redeeming the investments of BUSSQ.

This includes (but is not limited to) the consideration of climate change, human capital management and labour standards (including modern slavery in our supply chain) and governance practices (including transparent reporting) as part of this framework.

Whilst investments and investment managers are selected on their ability to contribute toward the achievement of BUSSQ's investment objectives, evaluation of ESG risks and opportunities forms part of that evaluation.

6. FEES AND COSTS

Did you know? Small differences in both investment performance and fees and costs can have a substantial impact on your long term results. For example, total annual fees and costs of 2% of your account 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 or your employer, as applicable, may be able to negotiate to pay lower fees. Ask the Fund 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 (moneysmart.gov.au) has a superannuation calculator to help you check out different fee options.

Fees and costs summary

The information in the fees and costs summary can be used to compare costs between different superannuation products. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the superannuation entity as a whole.

MySuper Balanced Growth option

Type of fee or cost	Amount	How and when paid
Ongoing annual fees and costs¹		
Administration fees and costs	\$1.75 per week	The dollar based weekly administration fee of \$1.75 is deducted from your account monthly.
	Plus 0.20% p.a.	The percentage-based administration fee of 0.20% p.a. is deducted daily from the investment option before BUSSQ declares a unit price, capped at \$1,000 p.a.
	0.00% p.a. ²	Administration costs paid from reserves that are not otherwise charged as administration fees. These costs are not directly charged to your account but have reduced the General Reserve balance held by the Fund to cover future administration costs.
Investment fees and costs ²	0.57% p.a.	Deducted daily from the investment option before BUSSQ declares a unit price.
Transaction costs ²	0.17% p.a.	Deducted daily from the investment option before BUSSQ declares a unit price.
Member activity related fees and costs		
Buy-sell spread	Nil	Not applicable
Switching fee	Nil	Not applicable
Other fees and costs ³	Refer to the 'Additional explanation of fees and costs' in the <i>Super Handbook</i> .	

1. If your account balance for a product offered by BUSSQ is less than \$6,000 at the end of the financial year (30 June), certain fees and costs charged to you in relation to administration and investment are capped at 3% of your account balance. Any amount charged in excess of that cap must be refunded.
2. These percentages are an estimate based on the costs incurred for the 12 months ending 30 June 2023. The investment fees and costs include an amount of 0.04% for performance fees and the calculation basis for this amount is set out under the 'Additional explanation of fees and costs' section in the *Super Handbook*.
3. Refer to the 'Additional explanation of fees and costs' section of the *Super Handbook*.

Example of annual fees and costs for MySuper Balanced Growth option

This table gives an example of how the ongoing annual fees and costs for the MySuper Balanced Growth option can affect your superannuation investment over a one year period. You should use this table to compare this superannuation product with other superannuation products.

EXAMPLE - MySuper Balanced Growth option	Balance of \$50,000	
Administration fees and costs	\$1.75 p.w. plus 0.20% p.a. of your account balance.	For every \$50,000 you have in the superannuation product, you will be charged or have deducted from your investment \$100 in administration fees and costs, plus \$91 regardless of your balance.
PLUS Investment fees and costs	0.57% p.a. of your account balance.	And , you will be charged or have deducted from your investment \$285 in investment fees and costs.
PLUS Transaction costs	0.17% p.a. of your account balance.	And , you will be charged or have deducted from your investment \$85 in transaction costs.
EQUALS Cost of product		If your balance was \$50,000, at the beginning of the year, then for that year you will be charged fees and costs of \$561 for the superannuation product.

* Note: Additional fees and costs may apply. These are explained in the 'Additional explanation of fees and costs' section in the *Super Handbook*. If you have insurance, the insurance costs are explained in Section 8 and in the *Insurance Handbook*.

BUSSQ members have access to personal financial advice at no extra cost. The advice is limited to BUSSQ products and is advice on insurance, investment choice, contributions and retirement. The cost of this advice is included in the administration fees and costs.

BUSSQ members have access to tailored retirement advice on its Income account products. If the advice extends beyond a member's BUSSQ account, additional fees apply which will be detailed in the Statement of Advice your advisor gives you. Advice is provided either by an Authorised Representative of Industry Fund Services Limited (IFS) (ABN 54 007 016 195 AFSL 232514) or a representative of Link Advice Pty Ltd (ABN 36 105 811 836 AFSL 258145).

The Trustee can change the fees that will be applied to your account. You will be given at least 30 days notice before any increase in fees is effective. Fee definitions can be found at bussq.com.au/disclosure and in the *Super Handbook*. BUSSQ fees are not negotiable.

You should read the important information about fees and costs including the 'Additional explanation of fees and costs' before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to fees and costs may change between when you read this PDS and the day you acquire the product.

7. HOW SUPER IS TAXED

Tax on contributions



BE AWARE: You should provide your Tax File Number (TFN) when you open a BUSSQ MySuper account. If you don't, you may pay more tax than you need to when you contribute or withdraw money, or you may not be able to make certain types of contributions. It will also be more difficult to find any other super you may have and you run the risk of not receiving all your super when you retire.

■ **Concessional (before tax) contributions** include employer and salary sacrifice contributions and are generally taxed at 15%. This tax is deducted directly from your account and is called a 'Contributions Tax'. High income earners will pay an additional tax of 15% (30% in total).

■ **Non-concessional contributions (which you make from your after tax pay)** aren't taxed except if you contribute an amount above the government's yearly limit or 'contributions cap'.



BE AWARE: The government has set limits, called contribution caps, on how much you can contribute into super. If you exceed these limits you will pay extra tax.

For more information go to bussq.com.au or call us on **1800 692 877**.

Tax on investment earnings

Superannuation investment earnings are taxed at a lower rate than most other forms of savings.

The maximum rate is 15%. This tax may be offset by deductions available to BUSSQ such as franking credits.

Tax is deducted from BUSSQ's investment returns before our unit prices are declared.

Tax on withdrawals

For most people, your super account includes a taxable and tax free component. The tax you pay depends on your age and the proportion of your withdrawal that comes from each component.

■ **60 and over** – generally you won't pay tax on your super withdrawals

■ **Preservation age to 59** – a tax free threshold applies to the portion of your withdrawal that comes from the taxable component of your superannuation. Amounts above this are taxed at 15% plus Medicare levy

■ **Under preservation age** – the full taxable component is taxed at 20% plus Medicare levy.

We'll deduct any tax from your benefit when it is paid. Your super is not taxed when transferred from one super fund to another, unless it comes from an untaxed source.

Tax on Death benefits

A Death benefit paid to your financial dependant or spouse (as defined under tax laws) will be tax free. If some or all of your Death benefit is paid to your estate, the benefit may be subject to taxation plus Medicare levy if it is ultimately paid to a non-dependant (under tax laws). Call us for more information on **1800 692 877**.

You should read the important information about how super is taxed before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to how super is taxed may change between the time you read this PDS and the day when you acquire the product.

8. INSURANCE IN YOUR SUPER

You should read the important information about insurance in your super before making a decision. Go to the *Insurance Handbook* which can be downloaded at bussq.com.au. The material relating to insurance in your super may change between the time you read this PDS and the day when you acquire the product.

BUSSQ provides flexible insurance that is tailored for workers in the building, construction and civil industries. When you open a BUSSQ MySuper account you may receive default insurance cover for Death (including terminal illness) and Total and Permanent Disablement (TPD). If you do not receive default cover, you may apply for insurance cover. BUSSQ also offers fixed Death and TPD cover, or fixed Death Only cover and Income Protection, within our Premium Choice account. You can download the *Premium Choice PDS* and Target Market Determination documents from bussq.com.au or call us for a copy on **1800 692 877**.

Default cover

When you join BUSSQ, unless you have opted out of default cover, then provided you meet the insurer's eligibility conditions, the default cover you receive is four units of Death (including Terminal Illness) and TPD cover (which includes Total and Temporary Disablement cover). If you are under 25 or have an account balance less than \$6,000 you will be provided with default cover under the dangerous occupation exception. Please see the next page for more information.

The value of the cover varies depending on your age and occupation. If you are an Australian or New Zealand citizen, Australian permanent resident, or you are eligible to work in Australia, you are covered 24/7, anywhere in the world, not just while you are at work.

On joining BUSSQ MySuper, you may elect to add additional units to your default cover (so that your total cover is six units) without providing additional health evidence. You can select this

option when you join BUSSQ within four months of the date of the welcome notification we send to you. You can also apply to convert your cover to fixed cover. Conditions apply.

See the *Insurance Handbook* for detailed information about when your cover starts and stops, for circumstances when default cover may not be available to you or where you may only be entitled to limited cover and when and how your limited cover can be converted to standard cover.



Insurance premiums for any default cover you receive will be deducted from your super account, unless you opt out of or cancel your insurance cover.



Please note: you may NOT be eligible for default Death and TPD cover if you:

- Have previously reduced or cancelled your BUSSQ insurance cover
- Have been previously paid or eligible to receive, or have lodged a claim or have a claim pending for, a TPD benefit from BUSSQ, any insurer or another superannuation fund
- Are self-employed
- Have been paid or are eligible to receive or have lodged a claim for or have a claim pending for a terminal illness benefit from or with any insurer of a superannuation fund, or are otherwise suffering from a terminal illness.



Insurance cover is subject to eligibility conditions and exclusions which may affect your entitlement to cover. Before making any decisions about your insurance please read the *Insurance Handbook* available at bussq.com.au. Insurance is offered subject to the terms and conditions of the relevant insurance policy held by the Trustee. If you would like a copy of the policy document call **1800 692 877** and we'll send you one.

Dangerous Occupation Exception

Unless a member is employed in a dangerous occupation, the law prevents super funds from providing insurance to new members under age 25, and/or whose account balance is less than \$6,000. Many BUSSQ members work in high risk occupations, so BUSSQ has elected to provide cover to members when they join. Refer to the *Insurance Handbook* for details, including rights to cancel or change your cover.

When your cover starts, stops and recommences

Your insurance commences on the first date of the period that your first Superannuation Guarantee contribution is received into your BUSSQ account.

Cover continues until you reach age 65 for TPD cover or age 70 for Death cover, your account becomes inactive (no contributions or rollovers received) for 16 consecutive months, another circumstance applies that causes your cover to cease, or there is no longer money in your account to pay the premiums.

If your account has been inactive for 16 consecutive months BUSSQ will be unable to continue to provide any insurance cover to you. Your account is considered inactive if:

- We have not received an amount (rollover or contribution) to your account within the last 16 months, and
- You have not elected to maintain your cover.

To ensure you are kept up to date with the status of your BUSSQ account, we will notify you when your account has been inactive for 9, 12 and 15 months, providing you with ample opportunity to make an election to maintain your insurance cover.

You can elect to keep your insurance by either contacting us on 1800 692 877 or at bussq.com.au, or by making a contribution, or by rolling over an amount to your BUSSQ account.

Please note your insurance cover can be reinstated within 30 days of ceasing. Detailed information about these circumstances is available in the *Insurance Handbook*.

If you don't want insurance

You can choose to opt out of default cover by ticking the box in Section 3 on the *Join BUSSQ MySuper* form. If you wish to cancel your cover at a later date, you can do this via Member Online, by completing the *Application to Change Your Insurance* form available at bussq.com.au or you can call us on **1800 692 877** to cancel your cover over the phone. Please note that if you cancel your insurance cover you will need to provide medical evidence to our insurer if you wish to have cover through BUSSQ in the future. Our insurer may accept your application (on standard or non-standard terms) or decline your application.

If you want to change your insurance

You can apply to change your cover online after your BUSSQ MySuper account is opened, or by completing the *Application to change your insurance* form available at bussq.com.au.

Cost and amount of insurance cover

There are costs associated with insurance. The weekly cost of default Death and TPD cover is based on your age and your individual occupational classification.

The net cost is what you pay and is the amount deducted from your account. You should refer to the net cost when working out what your cover will cost.

The gross cost is your insurance premium (payable to the insurer and includes stamp duty) plus an insurance administration fee of 6% of your insurance premium (payable to BUSSQ). The net cost is your gross cost, reduced by a tax deduction of 15% of your insurance premium. Your insurance premiums are deducted from your super account monthly. See the *Insurance Handbook* for detailed information about insurance premiums.

Default cover cost per week (4 units)	Death	TPD
Manual worker		
Gross cost	\$7.84	\$4.71
Net cost	\$6.66	\$4.00
Non-Manual		
Gross cost	\$3.86	\$1.70
Net cost	\$3.28	\$1.45

Default cover (four units)		
Age	Manual Worker Death Cover	Manual Worker TPD Cover
15 to 20	See below for under 21 insurance	
21 to 50	\$200,000	\$60,000
51 to 55	\$156,000	\$60,000
56	\$140,400	\$54,000
57	\$124,800	\$48,000
58	\$109,200	\$42,000
59	\$93,600	\$36,000
60	\$78,000	\$30,000
61	\$62,000	\$24,000
62	\$46,800	\$18,000
63	\$31,200	\$12,000
64	\$16,000	\$6,000
65 to 69	\$12,000	NIL
70 plus	NIL	NIL

Default cover (four units)		
Age	Non-Manual Worker Death Cover	Non-Manual Worker TPD Cover
15 to 20	See below for under 21 insurance	
21 to 40	\$200,000	\$200,000
41 to 44	\$160,000	\$160,000
45 to 49	\$120,000	\$120,000
50 to 54	\$100,000	\$100,000
55 to 59	\$48,000	\$48,000
60 to 64	\$24,000	\$24,000
65 to 69	\$12,000	NIL
70 plus	NIL	NIL

Under 21 cover (one unit)	
Death cover	TPD cover
Gross cost: \$1.38 per week / Net cost: \$1.17 per week	
\$50,000	\$50,000

9. How to open a BUSSQ account

Read the PDS and Handbooks

Read the information contained in this PDS and the extra information in the *Super Handbook and Insurance Handbook* which can be found at bussq.com.au.

Let your employer know you choose BUSSQ

Most employees can choose where they want their super contributions paid. When you start working for your employer, they will give you a *Superannuation standard choice* form to complete and you will need your BUSSQ membership number and BUSSQ's unique superannuation identifier (USI) which is BUS0002AU. You can also complete the form in myGov and any existing super fund details will be pre-filled into the form.

OR

Open your account yourself in one of two ways:

- Online at bussq.com.au or
- Use the *Join BUSSQ MySuper* form in this PDS

Find and combine

Once you've joined it's a great opportunity to find and combine your super using our supersearch tool. Go to supersearch.bussq.com.au to start your search.

Cooling off periods

A 14 day cooling off period is available to you if you complete a *Join BUSSQ MySuper* form or join online. If your employer has signed you up to BUSSQ a cooling off period does not apply.

You should read the important information about cooling off periods, enquiries and complaints before making a decision. Go to the *Super Handbook* which can be downloaded at bussq.com.au. The material relating to cooling off periods and enquiries and complaints may change between the time you read this statement and the day when you acquire the product.

Enquiries and complaints

Members, employers or other parties with enquiries or complaints should contact us by mail, phone or email.

BUSSQ Building Super

Ground Floor, 299 Coronation Drive
Milton QLD 4064

Postal Address

GPO Box 2775, Brisbane, QLD 4001

Other important details

USI BUS0002AU

Fund's Registration Number R1055870

Trustee's Registered Superannuation Entity (RSE)

licence number L0002158

BUSS (Queensland) Pty Ltd ABN 15 065 081 281

AFSL 237860, Trustee for Building Unions Superannuation Scheme
(Queensland) (BUSSQ) ABN 85 571 332 201



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For more information call 1800 692 877,
email super@bussq.com.au or visit bussq.com.au



This PDS has been prepared and issued by BUSS (Queensland) Pty Ltd ABN 15 065 081 281 AFSL 237860, Trustee for Building Unions Superannuation Scheme (Queensland) (BUSSQ) ABN 85 571 332 201. What we say about current or proposed superannuation legislation is based on our best interpretation of the legislation at the time of preparing this document. Information in this PDS that is not materially adverse may change from time to time. Updated information will be available at bussq.com.au or by calling us. We will send you a copy of any changes at your request.

Join BUSSQ MySuper

Did you know you can join online? Simply go to bussq.com.au.



How to submit this form:

- Mail to: BUSSQ GPO Box 2775, Brisbane Qld 4001 or
- Email to: super@bussq.com.au.

Need help? If you require help completing this form call **1800 692 877** or email super@bussq.com.au.

Are you already a BUSSQ member? No Yes, my member number is

1 Personal details

Title Given names Surname

Date of birth (dd/mm/yyyy) Gender (M/F) Phone number

Email

Street number Street address

Suburb/Town State Postcode

Postal address (if different to above)

Suburb/Town State Postcode

Occupation

2 Your Tax File Number (TFN)

- You don't have to provide your TFN and it's not an offence if you don't. If you do choose to provide BUSSQ with your TFN, BUSSQ will only use and disclose it for purposes approved by law, including finding and identifying your super, calculating tax and providing information to the ATO. These purposes may change in the future.
- If you choose not to provide your TFN you may pay more tax on your benefits and contributions and you will not be able to make personal contributions to BUSSQ. These consequences may change in the future.
- BUSSQ will disclose your TFN to another superannuation fund if you transfer your benefits there unless you advise us in writing that you do not want your TFN disclosed.

I elect to provide my TFN and declare it is:

3 Your BUSSQ insurance cover - You must complete this section

Do you wish to hold insurance with BUSSQ?

YES (proceed to insurance classification questions below) NO (proceed to section 4)

Information about the default insurance that is offered with your MySuper account can be found in the *MySuper PDS* and *Insurance Handbook*. This includes the definitions of some of the terms used on this form. You should read this information before completing this section.

Insurance Classification

- I do manual physical work and elect to have insurance cover with BUSSQ.
- I spend at least 50% of my working time in an office environment and elect to have Insurance Cover with BUSSQ.



Please note: you may NOT be eligible for default Death and TPD cover if you:

- Have previously reduced, opted out or cancelled your BUSSQ insurance cover.
- Have been previously paid or eligible to receive, or have lodged a claim or have a claim pending for, a TPD benefit from BUSSQ, any insurer or another superannuation fund.
- Are self-employed.
- Have been paid or are eligible to receive or have lodged a claim for or have a claim pending for a Terminal Illness benefit from or with any insurer of a superannuation fund, or are otherwise suffering from a Terminal Illness
- Are under 25 and/or have an account balance under \$6,000* unless you are covered by the dangerous occupation exemption.

For more information see the *Insurance Handbook*.

If you are under 21 you are generally eligible for Under 21 Budget cover, unless you opt to take up default cover within 60 days of joining BUSSQ. You can do this by ticking the box below.

I am under 21 and choose to be covered by default unitised insurance instead of the budget insurance for under 21's detailed in the MySuper PDS and Insurance Handbook.

If you are aged between 21 and 69 you are generally eligible for BUSSQ's default unitised insurance. More insurance options, including fixed cover and Income Protection, are available through BUSSQ's Premium Choice account. You can upgrade online, or call us for more information.

Extra cover upon joining BUSSQ

- You can apply to increase your cover from your default cover up to a total of 6 units of Death and TPD, or Death only insurance without providing medical evidence. Please tick the box below to take up this option. Please note this is only available if you meet all of the eligibility criteria for default cover as detailed in the *Insurance Handbook*. If you do not apply for the additional 2 units upon application you can do so in writing to super@bussq.com.au within four months of the date of the welcome notification we send to you upon joining.

I would like to increase my default cover to a total of 6 units of Death and TPD cover or Death only.



If your BUSSQ account becomes inactive (no contributions or rollovers received) for 16 months, then your insurance cover may be cancelled. Please refer to the *Insurance Handbook*.

4 Information you authorise to be released to a third party (eg. financial adviser or partner)

By completing this section, you are giving the named person authority to access and receive your account information.

Name of person/company

Relationship to you

Phone

Email

AFSL number (if authority is for a financial adviser)

Authority end date (dd/mm/yyyy)

Do you authorise this representative to access:

Information only (default) **OR** Information and documents

PLUS

Is this authorisation for:

This account only **OR** For all BUSSQ accounts

Term of authority

This authority will remain valid unless you withdraw it, or an expiry date is provided above. Note: For financial representatives where an expiry date is not provided, the authority can remain valid for a maximum of 3 years.

5 Employer details

Employer's name

Employer's BUSSQ number (if known)

Date started working for employer (dd/mm/yyyy)

Occupation

Employer's email

OR I am self-employed



Please note: you may not be eligible for default insurance cover. You may be able to claim a tax deduction on your personal superannuation contributions.

6 Beneficiary nomination



BUSSQ accepts binding death benefit nominations. Visit buscq.com.au for further information and to download the *Binding Death Benefit Nomination* form. Note: When submitting this form we require the original copy. The below nomination is a non-binding nomination.

In the event of your death, please nominate one or more preferred beneficiaries. A death benefit is payable to your dependants and/or your estate or, in limited circumstances, to another person. The final decision rests with the Trustee. More information is available at buscq.com.au.

You can nominate one or more preferred beneficiaries. Attach a list if space is not sufficient.

First person's full name

Relationship to you

Date of birth (dd/mm/yyyy)

Phone

How much?

 %

Street address

Suburb/Town

State

Postcode

Second person's full name

Relationship to you

Date of birth (dd/mm/yyyy)

Phone

How much?

 %

Street address

Suburb/Town

State

Postcode

Third person's full name

Relationship to you

Date of birth (dd/mm/yyyy)

Phone

How much?

 %

Street address

Suburb/Town

State

Postcode

7 Roll over your other super accounts



Before you complete this section you should consider the following:

- BUSSQ may be able to transfer your insurance cover before you close your other accounts. If you would like to do this **DO NOT** complete this section, and call us on **1800 692 877**.
- Electing to rollover your other super account/s on this form will close your account/s with other super funds.
- Any insurance cover you have with your other fund may cease when you close your account; and
- BUSSQ recommends that you call your other fund before rolling over.

I elect to rollover to my BUSSQ account, the super I hold in the super funds named below.

Please note: your rollover may not be able to be processed if all fields are not completed.

Super fund name	Fund ABN/Unique Super Identifier (USI)	Member number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

8 Privacy and other important information

BUSSQ collects your personal information to set up and administer your super account. The BUS SQ Privacy Policy contains more information about how we may use or disclose your personal information, and is available from our website or by calling **1800 692 877**.

9 Declaration and signature

To apply for membership, you must sign and date this form after reading and accepting the declarations below.

- I have read and agree to the terms and conditions in the BUS SQ MySuper Product Disclosure Statement (PDS).
- I consented to all contact I had with BUS SQ prior to my application for this superannuation product.
- Further information on BUS SQ Insurance is contained in the *MySuper PDS* and *Insurance Handbook*.
- If I have opted out of insurance cover I will not have any insurance cover under my BUS SQ account. If I wish to take out insurance cover in the future, I may be required to complete an application form for insurance and submit medical and other information in support of my application. Information on applying for insurance cover through BUS SQ is located in the *Insurance Handbook*.
- If I don't elect to opt out of insurance cover or I advise that I am employed in a manual occupation, BUS SQ will provide default insurance cover automatically in accordance with the Dangerous Occupations exception under the Putting Members Interests First (PMIF) legislation even if I am under 25 and/or my account has not reached \$6,000. Insurance premiums will be deducted from my account until cover ceases. I can cancel my insurance at any time by advising BUS SQ in writing or calling BUS SQ on **1800 692 877**.
- If I have elected to roll over super on this form, I am aware that this will close my account with my other fund. I understand that insurance cover in the other fund may cease, and that BUS SQ may need to deduct tax on any untaxed amounts that are transferred. I acknowledge BUS SQ's recommendation to call my other fund and take any action to transfer my insurance cover BEFORE submitting the request to rollover.
- If I have provided my email address and/or mobile phone number, I agree to BUS SQ sending me statements, notices, and other communications, electronically. I understand that I can change my communication preferences at any time via *Member Online* at **bussq.com.au** or by calling **1800 692 877**.
- I agree to be bound by the provisions of the Trust Deed governing BUS SQ.
- I declare that all the details in this application form are true and correct.



Please sign and date.

Forms without both a signature and date are unable to be processed.

Signature



Dated (dd/mm/yyyy)

Once completed and signed please return this form by:

Mail: BUS SQ GPO Box 2775, Brisbane Qld 4001 or email: super@bussq.com.au

SIGN
HERE