

Lutheran Super – Pension Division

Change pension details advice

If you need help

For assistance call the Helpline on **1800 635 796**, or refer to www.lutheransuper.com.au.

Step 1 – Input member details

Please print in black or blue pen,
in uppercase, one character per box.



Membership number

Date of birth

 / /

Given names

Surname

Daytime Telephone

 -

Mobile

 -

E-mail

Comments (if applicable)

Effective date of change

 / /

Step 2 – Advise details of new name (if applicable)

Insert new surname

Insert new given names (if changed)

Select new Title (if changed)

Mr Mrs Ms Miss Other

I have attached a certified copy of my Marriage Certificate, Deed Poll or change of name certificate from Births, Deaths and Marriages Registration office to support my name change.



Step 3 – Advise details of new address (if applicable)

Postal address – attach a certified copy of a recent bill, mail item or driver's licence that displays your new postal address.

New postal address

Suburb

State

Postcode

Daytime Telephone

Mobile

E-mail

Your Privacy

LCA Nominees Pty Ltd ABN 61 008 204 939 is the trustee of the regulated superannuation fund known as Lutheran Super ABN 93 371 348 387. Lutheran Super is administered by the trustee with the assistance of a professional administration company engaged by us to perform administration services for the fund. We collect and handle personal information about you in order to manage and administer your superannuation arrangements. We may also use it to supply you with information about products and services offered by us and our related companies that we expect to be of interest to you. If you do not wish to receive marketing material, please contact us on **1800 635 796**, or write to our Privacy Officer using the details listed below.

Our Privacy Policy is available to view at www.lutheransuper.com.au or you can obtain a copy by contacting us on **1800 635 796**. 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, another super fund, your financial adviser, our related entities and publicly available sources.

We may disclose your information to various organisations in order to manage and administer your super, including your employer, our professional advisors, insurers, other organisations who provide services or products relevant to the provision of your super, any relevant government authority that requires your personal information to be disclosed, and to our other service providers where it is used to assist with managing and administering your super.

In the process of managing and administering your super arrangements with us, your personal information may be disclosed to service providers who are based outside of Australia. It is anticipated that our current professional administrator may disclose personal information to information technology servers which are based in the United Kingdom, the United States, India, New Zealand or Bermuda. We will use all reasonable efforts (with the assistance of our professional administrator) to ensure that information disclosed via our professional administrator to foreign countries will not be held, inappropriately used or disclosed by the recipient of the information in those countries.

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 635 796** or write to our Privacy Officer; The Privacy Officer, Lutheran Super, 197 Archer Street, North Adelaide, South Australia 5006.



Step 4 – Sign the form

By signing this form I:

- authorise you to make the changes noted on this form in respect to the information to the information provided in Steps 2 and 3
- understand my personal details cannot be updated unless the necessary supporting documentation is provided
- acknowledge that if I've provided my email address details in this form, the Trustee may, at its discretion, use that email address to send information, including any member and exit statements and notices of any material changes or the occurrence of significant events, by electronic means.
- understand and consent to my information being collected, disclosed and used in the manner set out in this form.

Signature

Date

 / /

Please return your completed form to: Lutheran Super, GPO Box 4303, Melbourne, VIC 3001.

