

IMPORTANT

Over the Christmas period mysuper will close on **Thursday 19 December 2019 (5:00pm)**, reopening Monday 6 January 2020 (9:00am).

Subsequent withdrawal requests received before 5 December 2019 (5:00pm) will be processed as per normal to align with our standard 10 working day timeframe. After this date, no forms can be accepted until Monday 6 January 2020.

Subsequent Withdrawal (for members who've left ACC)

Form

Only use this Subsequent Withdrawal Form if:

1. You've left the employment of ACC; *and*
2. Chose to remain a Member of mysuper; *and*
3. Want to request a withdrawal of unlocked retirement savings from your mysuper account, and this is not your first withdrawal.

**IMPORTANT**

If you **HAVEN'T** left, or are about to leave the employment of ACC, **you CAN'T use this Withdrawal Form**. This withdrawal form is only for mysuper members who chose to 'Stay in mysuper' when they left ACC.

Instead please visit mysuper.co.nz/withdraw to find out what withdrawal options may be available to you.

1. Complete your personal details

Member Number:

First Name(s):

Last Name:

Physical Address:

Postcode:

Mobile:

Date of Birth:

Personal Email:

2. Make a withdrawal



IMPORTANT

Money from your **mysuper** account forms an important part of your retirement savings. While it can be tempting to use your retirement savings for short-term needs, withdrawing your retirement savings now can have long-term consequences for your retirement lifestyle.

To help you reinvest your money in a way that will best meet your retirement needs, you may wish to obtain financial advice. For financial advice relating to your specific circumstances, **mysuper** recommends that you consult an Authorised Financial Adviser. You can find a list of Authorised Financial Adviser in your area at fma.govt.nz

WITHDRAWAL INSTRUCTIONS:

Unless you're aged over 65 at the date your withdrawal is paid, you can only withdraw unlocked retirement savings from your **mysuper** account as a Member who has left ACC. Your withdrawal is subject to the following conditions:

- | | |
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| → | You must have left the employment of ACC; |
| → | You can make a maximum of 4 withdrawals in any 12-month period (1 July to 30 June); |
| → | A minimum of \$500 per withdrawal; |
| → | If your mysuper account balance falls to \$1,000 or less your full account balance will be paid to you and your mysuper account will be closed. |

HOW MUCH DO YOU WANT TO WITHDRAW?

Please confirm the amount you would like to withdraw. A minimum withdrawal amount of \$500 applies.

\$.00 (we can only accept whole dollars)

PAYMENT OF YOUR PART WITHDRAWAL

We'll review the information you've provided us about your withdrawal of your **mysuper** retirement savings.

If **all** of your documents have been **certified**, and the information you've submitted is in order, we'll aim to complete payment of the **mysuper** retirement savings you've request within 15 working days of receiving your completed withdrawal form.

If you have any questions about your **mysuper** account or your withdrawal, please call us on **0508 MYSUPER** (0508 697 873) and we'll be happy to help.

3. Verifying your identity, residential address and bank account

For your security, privacy and to meet our obligations under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 we need you to provide **CERTIFIED** copies of your **identification**, **address verification** and **bank account**.

Please carefully check the documentation we require, which you **must** provide to complete this form.



IMPORTANT

If you **DON'T** provide certified copies of your identification, residential address and bank account number, we won't be able to process your withdrawal.

Note, we only need to verify your documentation once. If this is your second or subsequent withdrawal you need to provide copies of the below documents, but they do not need to be certified, unless one of the following details has changed:

- Bank account number
- Your residential address
- Your legal name has changed

We will compare the documents you supply with the documents we keep on your **mysuper** profile. If they don't match you will need to provide new certified documents which will delay your payment.

Need help to **certify** your documents?

Getting the right documents certified, in the right way can be complex, timely and sometimes confusing.

To help explain exactly what you will need, as well as how you will need to provide it, this guide will explain the types of acceptable documents and who can certify them.

[mysuper Certification guide](#)

IDENTIFICATION

Choose any one of the acceptable **identification** types listed below that you are providing



a **certified** copy of your current passport (page showing your name, date of birth, photograph, signature and expiry date); or



a **certified** copy of your current New Zealand driver licence showing your name, signature and expiry date; or Rental tenancy agreement



a **certified** copy of your current New Zealand firearms licence showing your name, signature and expiry date
Car registration document

Subsequent Withdrawal Form (for members who've left ACC)

ADDRESS VERIFICATION

Choose any one of the acceptable **address** verification documents listed below that you are providing.

- ☐ a **certified** copy of your New Zealand power, gas, water or rates bill showing your residential address (which can't be more than three months old); or
- ☐ a **certified** copy of your New Zealand home phone, or home internet or rates bill showing your residential address (which can't be more than three months old); or
- ☐ a **certified** copy of your Inland Revenue statement showing your residential address (which can't be more than three months old); or
- ☐ a **certified** copy of a letter from your landlord confirming your residential address (which can't be more than three months old).

BANK ACCOUNT VERIFICATION

Please provide your **bank account details**, for payment to be made.

Bank Account:

Name of bank account

Account Number:

Bank

Branch

Account number

Suffix

Choose any one of the acceptable **bank account** verification documents listed below that you are providing.

- ☐ a **certified** copy of your bank statement showing your full name and residential address. Note this can be for a joint account, as long as your name is visible in full; or
- ☐ a **certified** copy of a bank deposit slip showing your full name and account number. Note this can be for a joint account, as long as your name is visible in full.

4. Declaration

1,

Your name here

confirm that I have read and understood all of the important information provided above relating to a withdrawal for **mysuper** members who have left ACC, but remained members of **mysuper**, and accept the conditions that apply in the current **mysuper** Product Disclosure Statement and other material information.

Signature:

Date:

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Please return the completed form by email to hello@mysuper.co.nz