

SuperSite registration and payment authorisation

Please use capital letters.

Section A Business details

Company/business name

ABN/ACN

Trading name
(Use full name, not abbreviations)

Street address

State/Territory Postcode

Postal address

(if different from above) State/Territory Postcode

Contact names for payroll/superannuation inquiries

Title Miss Ms Mrs Mr Other (please specify)

Given name(s)

Family name

Title Miss Ms Mrs Mr Other (please specify)

Given name(s)

Family name

Please provide the following contact details and tick your preferred means of contact

Telephone (work)

Telephone (mobile)

Facsimile (work)

Email

Hours available for contact

Section B Fund membership details

My contributions will be: Monthly Quarterly

Please tick the pay period Weekly Fortnightly 4-weekly Monthly

When does your next pay day end? Monday Tuesday Wednesday Thursday Friday

Please tick whichever best describes the area of work in which most of your employees are involved:

Service stations Crash repairs/towing Battery Cars Mechanical repairs

Auto dismantlers Auto electricians Brakes/mufflers Tyres Spare parts

Other

How many employees do you have?

Section C Sending contribution returns: your options

There is no charge to your business whichever service you choose. Please tick your preferred method for submitting contributions.

- Online
- Electronic file format
- Excel spreadsheet
- Paper contribution

If you require assistance in choosing a method contact us on **1300 362 415**.

If you wish to send contribution returns online, we ask that you nominate a password of up to 10 letters for identification purposes. This provides you with added security. You will need to quote your password to a customer service operator when you ring to discuss anything regarding your contribution payments. Please note this password: we will not confirm it in writing.

Password

Section D Sending contribution payments: your options

Please tick your preferred payment method:

- Electronic funds transfer. By using EFT you can transfer the contributions electronically from your nominated business bank account directly into the Fund's account. You must provide your contribution return to the Fund simultaneously with the electronic funds transfer.
- POSTBillpay
- BPay
- Cheque
- Direct debit on demand. Complete the 'direct debit application' form. With direct debit on demand, when you submit your contribution return it will automatically trigger the deduction of your contribution amount from your bank account. This option is only available if you choose SuperSite.

Section E Authorisation

[The Employer] applies to become a participating employer of the MTAA Superannuation Fund (MTAA Super) which was established by Deed of Trust dated 31 May 1989 (the Trust Deed).

If accepted as a participating employer, then in consideration of the Trustee agreeing to accept employees of the Employer as members of MTAA Super, the Employer agrees to be bound by the terms and conditions of the Trust Deed as amended from time to time.

The Employer acknowledges that it is the responsibility of the Employer to meet its Superannuation Guarantee obligations and to identify and comply with any applicable industrial award or agreement relating to the payment of superannuation contributions to its employees.

The Employer agrees to advise each employee who becomes a member of MTAA Super that it will disclose to MTAA Super personal information about the employee which is necessary to administer the employee's membership of MTAA Super.

The Employer declares that all details given in this application are accurate and complete and that it will provide the Trustee with any further information that the Trustee may request in relation to its participation in MTAA Super.

Sign

Date

 / /

Full name (please print)

Title

 Miss Ms Mrs Mr Other (please specify)

**Signatory must be authorised to sign on behalf of the employer.*

Contact MTAA Super on **1300 362 415** if you require assistance with completing this form or would like to inspect the Trust Deed.

Send your completed form to MTAA Super, Locked Bag 15, Haymarket, NSW, 1236.