



Set up Cbus Corporate Super

Product Disclosure Statement: 1 February 2020

Issued by Cbus' Trustee:
United Super Pty Ltd
ABN 46 006 261 623
AFSL 233792
Cbus ABN 75 493 363 262
MySuper authorisation
75 493 363 262 473
1454.2 02-20 ISS2



Super that's built tough

- Low fees
- Insurance designed for your work
- History of strong returns
- Investment in industry jobs

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About this guide

This product disclosure statement (PDS) is a summary of significant information about Cbus and contains references to important information which also forms part of this PDS. You should consider this information before making a decision. If you want a printed copy of this PDS or other information referenced, please call or email us.

The content of this PDS is general information only and does not take into account your financial situation or needs. You should get financial advice tailored to your own personal circumstances. Use of 'us', 'we', 'our' or 'the Trustee' is a reference to United Super Pty Ltd.

Information in this PDS may change from time to time. Get the latest updates at cbussuper.com.au/pds or contact us for a copy.

Cbus achieves the highest ratings by the experts



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1. About Cbus

Cbus is the industry super fund for the Australian building, construction and allied industries.

Founded in 1984 for workers, Cbus has low fees and we're run to benefit our 761,000 members. Now managing more than \$50 billion of members' super, we've achieved strong investment performance over the long term.

Committed to building a better future for our members, we invest in property projects around the country, creating jobs for the people who build Australia.

With more than 145,000 employers signed up, Cbus might just be the last super fund you ever need – if you can choose super when you change jobs, you can choose Cbus.

Who is Cbus Corporate Super for?

Cbus Corporate Super is for people joining through their employer. Your employer will let you know if you're eligible for Corporate Super and will open your account with us.

Otherwise you can join Cbus through:

- **Industry Super:** for people joining through an employer but not eligible for Corporate Super
- **Sole Trader Super:** for self-employed people
- **Personal Super:** for people not receiving employer contributions
- **Super Income Stream:** for people nearing or in retirement

Important information to read

Visit cbussuper.com.au/fund for information including:

- Trust Deed (and governing rules)
- *Annual Report*
- *Financial Services Guide*
- details of service providers, appointment attendance, remuneration of our directors, and remuneration of our executives.

You can also visit cbussuper.com.au/dashboard to access our MySuper product dashboard.

2. How super works

Most people get employer super contributions

Super helps you save for retirement. That's why the Government takes less tax from super than other types of investments. Most people receive super contributions from their employer and can choose the super fund these payments are made to. The amount your employer must contribute is usually at least 9.5% of your regular pay (which doesn't include overtime or allowances).

You can build your account with extra contributions

You can get more super by putting in extra money (see page 9 for limits). There are two ways:

- from your before-tax salary: which may save tax for some people using salary sacrifice
- from your after-tax salary: which the Government may match with a co-contribution of up to \$500 for some people.

Combine your super accounts to save

If you've had more than one job, you may have more than one super account – and you could pay fees on every one of them. We can help you find your other super accounts. Ask us to on the attached form when you fill it out.

Super's usually for your retirement

To access your super savings, you will generally need to reach your preservation age (age 60 if you were born after 1965), or age 65. Early access is possible under severe financial hardship, terminal illness, permanent incapacity or on compassionate grounds.

You can also stay with Cbus when you finish work

You can turn your super into a tax-free income that gives you regular payments after age 60 with Cbus. With a Cbus Super Income Stream account, you can stay with Cbus as you transition or after you retire.

Keep track of your super

If we can't contact you for a long time, we may be required to transfer your super to the Australian Taxation Office (ATO). This will close your account, end your insurance cover and access to all the other benefits.

It could also be transferred out of Cbus (to the ATO or an eligible rollover fund) if you don't have insurance through Cbus, your balance is under \$6,000 and there has been limited activity in your account (e.g. you haven't received a contribution) for 16 months or more.



You should read the important information about *How super works* before making a decision. Go to cbussuper.com.au/superworks. The material relating to *How super works* may change between the time you read the PDS and when you acquire the product.

3. Benefits of investing with Cbus



Low fees and no entry fees

We keep costs low so more of your super stays where it belongs: in your account.

9.23%

Strong long-term investment performance

Our Growth (Cbus MySuper) option has returned an average of 9.23% each year for the past 35 years.*



Insurance designed for your work

Your employer selects your insurance from flexible death, disability and income protection cover options designed for your work.



Creating jobs in your industry

Our direct property investment company, Cbus Property Pty Ltd, has created thousands of construction jobs across Australia.†



Financial advice that's in your interests

Call us for help and advice about your account – Cbus Advice Services will present the best outcome for you, not Cbus.



Digital services make it easy

Manage your super account your way. Register online at cbussuper.com.au/login or search for Cbus in your app store.



Regular, personalised updates

You'll get two updates a year, along with personalised account videos and retirement income estimates for most members.

* From inception in 1984 to 30 June 2019. The average annual return is based on the crediting rate, which is the return minus investment fees, the percentage-based administration fee and taxes. Excludes weekly administration fees. Past performance is not a reliable indicator of future performance. See page 6 for details.

† Cbus Property Pty Ltd is a wholly owned subsidiary of United Super Pty Ltd and has responsibility for the development and management of Cbus' direct property investments.

4. Risks of super

All investing has risk. Understanding risk helps you to make better investment decisions.

We invest your super in different asset classes and each has a different level of risk and expected return. Shares, property and some alternative investments can have high returns, but also more risk of a negative return or loss in the short term. Cash and fixed interest investments generally have more stable but lower long-term returns.

When investing in super (including Cbus) it's important to consider:

- the value of your investment can change as returns aren't guaranteed and you may lose some of your money
- the level of investment returns can vary – future returns can be different to past returns
- contributions and investment returns may not grow your super enough to fully support you when you retire and your savings might not last long enough, and
- super laws may change in the future.

So, when you come to choose investment options, it's important to think about:

- how old you are now and how long you plan to invest – to retirement or longer
- other investments you have outside super, such as savings, property or shares, and
- how much risk you want to take to achieve the return you want.

5. How we invest your money

You can choose from a range of investment options:


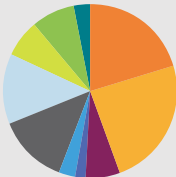
- Cash Savings
- Conservative
- Conservative Growth
- Growth (Cbus MySuper)
- High Growth
- Cbus Self Managed – for even more control, you can choose from a range of Australian shares, exchange traded funds, term deposits, property and infrastructure options (conditions and extra costs apply).

We consider environmental, social and governance (ESG) factors when investing across our whole portfolio.

Growth (Cbus MySuper) is designed to suit most members

We'll invest your super in Growth (Cbus MySuper) until you make a choice. This option suits people who can live with occasional negative returns but want long-term returns to be higher than inflation. It invests in a range of assets including shares, property, infrastructure and cash.

Growth (Cbus MySuper)

| Risk/return |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------|--------------|---------|---------------------|------|------------|-----------------|------|------------|--------------------------|-----|------------|------------------|-----|------------|----------------------|-----|------------|------------------|------|------------|------------|------|------------|-------------------------|-----|------------|------------------|-----|------------|--------|-----|------------|
| Risk level /(band)* | Medium to High (5) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objectives | Deliver a return of inflation plus: 3.25% a year over rolling 10-year periods | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likelihood of negative returns | 3 to 4 in every 20 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Minimum timeframe | Invested for at least 7 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Strategic Asset Allocation and range at 1 February 2020 |  <table border="1"> <thead> <tr> <th></th> <th>Allocation %</th> <th>Range %</th> </tr> </thead> <tbody> <tr> <td>■ Australian shares</td> <td>20.5</td> <td>5.5 – 35.5</td> </tr> <tr> <td>■ Global shares</td> <td>24.0</td> <td>9.0 – 39.0</td> </tr> <tr> <td>■ Emerging market shares</td> <td>6.5</td> <td>0.0 – 16.5</td> </tr> <tr> <td>■ Private equity</td> <td>2.0</td> <td>0.0 – 12.0</td> </tr> <tr> <td>■ Alternative growth</td> <td>3.0</td> <td>0.0 – 13.0</td> </tr> <tr> <td>■ Infrastructure</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Property</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Mid-risk alternatives</td> <td>7.0</td> <td>0.0 – 17.0</td> </tr> <tr> <td>■ Fixed interest</td> <td>8.0</td> <td>0.0 – 23.0</td> </tr> <tr> <td>■ Cash</td> <td>3.0</td> <td>1.0 – 18.0</td> </tr> </tbody> </table> | | Allocation % | Range % | ■ Australian shares | 20.5 | 5.5 – 35.5 | ■ Global shares | 24.0 | 9.0 – 39.0 | ■ Emerging market shares | 6.5 | 0.0 – 16.5 | ■ Private equity | 2.0 | 0.0 – 12.0 | ■ Alternative growth | 3.0 | 0.0 – 13.0 | ■ Infrastructure | 13.0 | 0.0 – 28.0 | ■ Property | 13.0 | 0.0 – 28.0 | ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | ■ Fixed interest | 8.0 | 0.0 – 23.0 | ■ Cash | 3.0 | 1.0 – 18.0 |
| | Allocation % | Range % | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Australian shares | 20.5 | 5.5 – 35.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Global shares | 24.0 | 9.0 – 39.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Emerging market shares | 6.5 | 0.0 – 16.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Private equity | 2.0 | 0.0 – 12.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Alternative growth | 3.0 | 0.0 – 13.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Infrastructure | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Property | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Fixed interest | 8.0 | 0.0 – 23.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Cash | 3.0 | 1.0 – 18.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Average annual return (based on annual crediting rates to 30 June 2019) | <p>Over 10 years: 9.39% (inflation + 7.25%)</p> <p>Over 35 years: 9.23%</p> <p>Visit cbussuper.com.au for the latest returns.</p> <p>Past performance is not a reliable indicator of future performance.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

* This is an industry standard to group options that are expected to have a similar number of negative returns over 20 years – from 1 (very low risk) to 7 (very high risk). It measures some but not all investment risks.

Investment options may change as our investment strategy changes. We'll contact you or post updates at cbussuper.com.au for significant changes.



You can change investments through your online account or by completing an *Investment choice* form. The right investment choice for you will depend on its likely return, the amount of risk you're happy to take to achieve it, and how long until you retire.



You should read the important information about *How we invest your money* before making a decision. Go to cbussuper.com.au/pds to read the *Investment handbook* and the *Cbus Self Managed investment guide*. You should also read the important information about our responsible investment policy at cbussuper.com.au/esg. The material relating to *How we invest your money* may change between the time you read this PDS and the day you acquire the product.

6. Fees and costs

Consumer advisory warning

Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns. 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 may be able to negotiate to pay lower contribution fees and management costs where applicable. 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.

We only charge fees to cover costs, not to make a profit. So, you're unable to negotiate these fees.

The main fees to set up and invest your account are shown below. These are based on the Growth (Cbus MySuper) option.

| Type of fee | Amount | How and when paid |
|-----------------------------|--|---|
| Investment fee* | 0.65% [†] a year (\$6.50 for each \$1,000) | Deducted from the returns before the crediting rate is applied to your account. |
| Administration fees* | \$2.00 a week Plus 0.19% of your account balance a year – up to a maximum of \$1,000 a year | Deducted from your account at the end of each month or when you close your account. |
| Buy-sell spread | Nil | n/a |
| Switching fee | Nil | n/a |
| Advice fees | Nil | n/a |
| Other fees and costs | Other fees and costs may apply (such as insurance premiums), see the <i>Additional explanation of fees and costs</i> at cbussuper.com.au/fees | |
| Indirect cost ratio* | Nil | n/a |

* If your account balance for a product is less than \$6,000 at the end of the financial year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of your account balance. Any amount charged above this cap will be refunded to you.

[†] Estimated fee based on the actual fee from the 2018/19 financial year. The fee usually changes from year to year and is different for each investment option. The actual fee will be determined at the end of the financial year and published on your 30 June Statement.

Example of annual fees and costs for Growth (Cbus MySuper)

Below is an example of how the fees and costs can affect your super over one year. You can use this to compare Cbus with other super funds.

| Type of fee | Amount | Balance of \$50,000 |
|---------------------------------|---|---|
| Investment fee | 0.65% (\$6.50 for each \$1,000 invested) | For every \$50,000 you have in the MySuper product you'll be charged \$325 each year. |
| PLUS Administration fees | \$104 (\$2.00 a week) Plus 0.19% (\$1.90 for each \$1,000 invested) | And you'll be charged \$104 (\$2.00 a week) regardless of your balance, plus \$95. |
| EQUALS Cost of product | | If your balance was \$50,000, then for that year you'll be charged fees of \$524* for the Growth (Cbus MySuper) option. |

* Additional fees may apply.

We may change fees and costs at any time. You'll get at least 30 days' notice before any increase to administration fees or insurance premiums.



You may also pay to use a financial adviser. Please refer to your planner's Statement of Advice for details of the fees and costs they will charge.



You should read the other important information about *Fees and costs* at cbussuper.com.au/fees before you make a decision. The information on fees and costs may change between the time you read this statement and the day you acquire this product.

7. How super is taxed

Super is a more tax-effective way for most people to save for retirement.



Although you don't have to, you should give Cbus your tax file number or you'll pay extra tax and won't be able to make after-tax contributions. See cbussuper.com.au/tfn for details.

Tax on money put in

Tax on money put into super is worked out using your age, income, the amount and if it's paid from your before or after-tax income. Tax is usually deducted from your account after the money has gone in. Cbus then pays the tax to the Australian Taxation Office.

Limits on how much you can put into super (for the 2019/20 financial year)

| | |
|--|--|
| <p>Before-tax (concessional) such as employer and salary sacrifice contributions</p> | <p>15%* tax on amounts up to \$25,000 a year. Amounts above this limit are added to your assessable income and taxed at your marginal rate (plus an interest charge).</p> <p>If your before-tax contributions are less than \$25,000 and you have less than \$500,000 in super at the end of the financial year, you can carry forward any unused amounts in your before-tax contributions caps. Unused amounts carried forward expire after five years.</p> |
| <p>After-tax (non-concessional) such as personal or voluntary contributions where no tax deduction has been claimed</p> | <p>No tax on amounts up to \$100,000 a year. If under 65, you can contribute \$300,000 in any three-year period.</p> <p>Contributions more than this limit are taxed at 45%.†</p> |

* This rate may double if your income and before-tax contributions reach \$250,000.

† Plus the Medicare Levy and other applicable Government levies.

You can apply to claim a tax deduction for after-tax contributions you make. Contributions you claim as a tax deduction are treated as concessional contributions, so they're taxed at 15% and contribute to your before-tax (concessional) contributions cap. Think about what this tax treatment could mean for you.

Before you apply to claim the tax deduction you need to make sure you meet the eligibility criteria and notify us of your intent to claim it (using a form from the ATO). For details read the *How super is taxed* fact sheet at cbussuper.com.au/forms.



There are limits on how much you can contribute to your super (contribution caps). If you contribute more than these limits you may pay extra tax.

Tax on withdrawals

Age 60 or over: withdrawals are generally tax-free. Under age 60: tax is deducted from withdrawals before we pay them to you as follows.

| Component | Tax if you're under 60 |
|-----------|--|
| Tax-free | No tax payable. |
| Taxable | <p>Less than preservation age: taxed at 20%.*</p> <p>Between preservation age and 59: the first \$210,000† is generally tax-free and the balance is taxed at 15%.*</p> |

* Plus Medicare Levy.

† Tax-free threshold for 2019/20.

Tax on investment earnings

Investment earnings are taxed at up to 15%, which is deducted from crediting rates before being applied.



You should read the important information about *How super is taxed* before making a decision. Go to cbussuper.com.au/tax or ato.gov.au. The material relating to *How super is taxed* may change between the time you read this PDS and the day you acquire the product.

8. Insurance in your super

Cover you can count on

Why have insurance through Cbus? Here are some of the many benefits:

- Most members get cover automatically, with no health checks and no hassle.
- Everyone's different, so you can change your cover to suit you.
- Our size means we can negotiate a better deal for our members, with premiums paid from your super, not your salary.
- In 2018/19 we paid \$246 million in claims to 2,553 members and their families.
- We provide flexible insurance options designed for your work.

Your employer selects your automatic cover

Your employer selects the type and amount of cover you may get when you join Cbus Corporate Super. If you're eligible, you can be covered for:

| Your life | | Your income | |
|---|--|--|---|
| Death | Terminal illness | Total and permanent disablement (TPD) | Income protection (IP) |
| Lump sum to your dependants if you die | Lump sum if you have death cover and are diagnosed as terminally ill* | Lump sum if you're permanently disabled and can't work anymore† | Monthly payment if you temporarily can't work† |
| Automatic if you qualify | Automatic if you qualify | Automatic if you qualify | Automatic if you qualify |

* With a life expectancy of 24 months or less from when you were diagnosed. † Conditions apply.

The cover available when you join will depend on your age, your occupation category (see opposite) and in many cases your salary. If you're eligible, you'll be covered under the insurance benefit design your employer has chosen from the following options:

| Death and TPD design options | How much automatic cover could you get? | IP design options | How much automatic cover could you get? |
|---|---|---------------------------|---|
| Multiple of your salary | 1 to 7 x your salary* | Percentage of your salary | 85% of your salary (including a super contribution of 10%) |
| Percentage of your salary x future years of service | 5%, 10%, 15%, 20% or 25% of your salary x future years of service to age 65† (up to 7 x your salary)* | Waiting period | 30 or 90 days (how long you need to be unable to work before you're eligible for IP payments if you make a claim) |
| Fixed cover | \$100,000 to \$1,000,000 | Payment period | 2 or 5 years‡ (how long you can receive IP payments for if you make a claim) |

* Rounded up to the next \$1,000. † Calculated by full years and months till you turn 65.

‡ If you're in the light manual occupation category any automatic IP cover you receive will have a 2-year payment period, but you can apply to change it to 5 years – learn how to change your cover on page 13.

See your welcome pack for details

Details of your employer's chosen insurance design will be in the welcome pack we send you once you've joined. If you're not sure, just give us a call.

If you're eligible for cover, it will start when an on-time compulsory super payment is received into your Corporate Super account. We'll write to you when this happens to confirm your cover.

Limits on your automatic cover

There are limits on how much cover you can get automatically when you become a Corporate Super member, which depend on your employer. You'll find your automatic cover limits in the *Corporate Super insurance* fact sheet in your welcome pack, or you can call us to check. If your automatic cover is capped at the limit, you can apply for more cover if you want – see page 13 for details.

Your cover may change in line with your salary

If your employer tells us your salary has changed, any salary-based cover you have can change too, up to certain limits. For details, see your *Corporate Super insurance* fact sheet. Any fixed cover you have won't be affected by changes to your salary.

Cost-effective cover based on your work

With Cbus Corporate Super, you can choose from three occupation categories to suit the risks of your job. When you join, you'll be given the occupation category your employer selected for you, or the light manual category if your employer didn't make a choice. If you're eligible for a different occupation category, you can change it when you set up your account.

Mainly in the office?



Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification

Examples

Accountant, Architect,
HR Manager, Lawyer

Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category

Examples

Bookkeeper,
Quantity surveyor,
Payroll administrator

Sometimes onsite?



Light manual

- Less than 20% of your job involves manual or physical work
- You don't work in an underground mine, underwater, offshore or in an aeroplane or helicopter, and
- You don't qualify for the non-manual or professional categories

Examples




Site supervisor,
Project manager



Some words in this section (such as **compulsory super**, **normal job** and **senior manager or executive**) have specific meanings that you need to understand. Please read the *Corporate Super insurance guide* to learn more.

Most members are eligible for cover

You must meet some basic conditions to be eligible for cover through Cbus Corporate Super. You'll generally qualify for automatic cover when you join, subject to the following:

| If... | Then... |
|--|---|
|  <p>None of the below apply to you</p> <p>Full cover</p> | <ul style="list-style-type: none"> You'll get automatic cover under your employer's chosen insurance design |
|  <p>You're between 65 and 69</p> <p>Some cover</p> <hr/> <p>You're off work or on restricted duties because you're sick or injured</p> <hr/> <p>You're working less than 15 hours a week</p> <hr/> <p>You're not an Australian resident</p> <hr/> <p>Your Corporate Super insurance starts more than six months from when you joined your employer or first became eligible for Corporate Super with your employer (whichever is later)</p> <p>Your employer will let you know if you're eligible for Corporate Super</p> | <ul style="list-style-type: none"> You won't get any automatic cover (unless you were already a Cbus member with insurance cover before joining Corporate Super – see the next page) You can apply for death and TPD cover, but you can't get any IP cover Any cover you receive will be fixed and reduce by 20% a year <hr/> <ul style="list-style-type: none"> You'll get automatic cover, but your TPD and IP cover will be only for injuries or illnesses that first occur after your cover starts You'll get full cover when you can do your normal job again <hr/> <ul style="list-style-type: none"> You'll get automatic death and TPD cover, but no IP cover <hr/> <ul style="list-style-type: none"> For 24 months, you'll only be covered for injuries or illnesses that first occur after your cover starts You'll get full cover after that, if you can do your normal job without being restricted by injury or illness for ten days in a row |
|  <p>You don't qualify for one of the occupation categories on page 11</p> <p>No cover</p> <hr/> <p>You're under 15 or over 70</p> <hr/> <p>You've received a total and permanent disablement or terminal illness payment from a super fund or insurance policy, or you're currently applying for or entitled to one</p> <hr/> <p>You have a terminal illness with a life expectancy of 24 months or less from when it was diagnosed</p> | <ul style="list-style-type: none"> You can't get any cover through Corporate Super, but you may be eligible for cover through Industry Super <hr/> <ul style="list-style-type: none"> Unfortunately, you can't get any insurance cover through Cbus |



Insurance needs calculator

Work out how much you might need to protect you and your family using our [Insurance needs calculator](https://cbussuper.com.au/calculators) available at cbussuper.com.au/calculators

If you're already a Cbus member

If you're a Cbus Industry, Sole Trader or Personal Super member, you'll automatically move to Corporate Super when your employer opens an account for you.

If you had insurance, you'll automatically receive:

- the cover you're eligible for under your Corporate Super insurance design (up to the automatic cover limit), plus
- fixed cover equal to any additional death or TPD cover you had under your previous membership (rounded up to the next \$1,000).

You'll also get IP cover automatically if it's part of your insurance design and you qualify for it. If you had IP cover with a 30-day waiting period or a 5-year payment period under your previous membership, you'll keep the same waiting period or payment period under Corporate Super. Otherwise you'll have the waiting period and payment period that your employer selected for your insurance design.

If you'd previously cancelled your insurance, you won't automatically get cover when you join Corporate Super, but you can apply for it – find out how to change your cover below.

How much does it cost?

How much you'll pay for your cover depends on your age, occupation category, your employer's risk rating and what type of cover you have.

The *Corporate Super insurance* fact sheet in your welcome pack explains how your cover is worked out, including limits that may apply.

Check the *Corporate Super insurance guide* to work out the cost of your cover, or you can always check by logging into your account at cbussuper.com.au/login or calling us. The insurance guide will also show you how much a different amount of cover would cost and how the cost of your cover can change as you get older or if your occupation category, salary or employer risk rating changes.

Change your cover to suit you

If automatic cover isn't right for you, it's easy to tailor it to your needs. You can:

- increase or reduce your death or TPD cover
- increase your IP cover up to 85% of your salary (if your cover was capped at less than this), or choose a different waiting period or payment period, or
- apply for IP cover if you're eligible for it but it's not part of your employer's insurance design.

Any extra death or TPD cover you receive above the maximum for your insurance design will be fixed cover. If you reduce your cover, any salary-based death and TPD cover you have will also become fixed cover.

If you don't want cover or already have insurance elsewhere, you can cancel some or all of your cover whenever you like. But if you change your mind and want cover later, you'll need to apply for it and provide information about your health for our insurer to consider.



How to change your cover

To increase, reduce or cancel your cover, complete a *Change your insurance (Corporate Super)* form. You can also apply to transfer your death and TPD cover from another super fund or insurance policy – complete an *Application to transfer existing insurance cover*.

Find these forms at cbussuper.com.au/forms or call us for copies.

What happens if you change jobs?

If you stop working for your Corporate Super employer, you'll automatically move to Cbus Industry Super and your insurance will change. We'll write to you if this happens to explain the changes to your membership and insurance. See the *Corporate Super insurance guide* for details.

Keep your cover, even when life changes

Your death and TPD insurance cover will stop if your account doesn't receive a contribution or roll in for 16 months (i.e. your account becomes inactive) and you haven't elected to keep your cover.

We can keep you covered – even if you're on extended unpaid leave – if you tell us you want to keep your cover when you complete the enclosed *Set up your Cbus Corporate Super account form*.

You can change your mind and cancel or reduce your cover at any time. Your cover could also stop for other reasons too, such as when you reach a certain age or don't have enough money in your account to pay for it. Different rules apply to any IP cover you have – see the *Corporate Super insurance guide* for details.



The cost of cover will come out of your account unless you cancel it (or it stops for another reason). When deciding what cover is right for you – now and in the future – think about the benefits of being covered and the impact of insurance costs on your retirement savings.



You should read the important information about *Insurance in your super* before making a decision, including the amount and costs of cover, when cover stops and starts, changing your cover, making a claim, and any other terms and conditions of Cbus' insurance policies. For more information, read the *Corporate Super insurance guide* at cbussuper.com.au/cs-cover and the *Corporate Super insurance fact sheet* in your welcome pack, or call us for copies. The material relating to *Insurance in your super* may change between the time you read this PDS and the day you acquire the product.



9. How to set up your account

Setting up your account will only take a couple of minutes. All you need to do is fill in the attached forms and return them to us.

- **Set up your Cbus Corporate Super account:** to set up your account and work out if you're eligible for automatic insurance.
- **Rollover your super to Cbus:** to close an existing super account and roll it over to Cbus.

Contact us if you're not satisfied

We strive to provide great service for every member. If you're dissatisfied with any aspect:

- Write to the Cbus Complaints Officer, Cbus, Level 28, 2 Lonsdale Street, Melbourne VIC 3000
- Call **1300 361 784** from 8am to 8pm AEST/AEDT (within Australia)
Open Monday to Friday, closed national public holidays
- Submit your complaint online at **cbussuper.com.au/complaint**

If you're not satisfied with the outcome, your complaint may be considered by the Australian Financial Complaints Authority (AFCA). AFCA is an independent dispute resolution body set up by the Federal Government to provide a free, impartial and binding dispute resolution service for financial services.

- Write to GPO Box 3 Melbourne VIC 3001
- Email **info@afca.org.au**
- Call **1800 931 678**
- Website **afca.org.au**



You should read the important information about *How to make a complaint*. Go to **cbussuper.com.au/complaint** to read more. The material relating to *How to make a complaint* may change between the time you read this PDS and the day you acquire the product.

Privacy

We collect, store and disclose the personal information you provide only to administer your account and in accordance with the *Cbus Privacy Policy*. Except where required by law, your personal information will not be used for any other purpose. For more details, please refer to the *Cbus Privacy Policy and Personal Information Collection Statement* at **cbussuper.com.au/privacy** or call **1300 361 784** for a copy.



Set up your Cbus Corporate Super account

This form is part of the *Cbus Corporate Super Product Disclosure Statement (PDS)* dated 1 February 2020. Please read the PDS before you complete this form.

Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

REQUIRED



Complete this form after your employer has opened your Corporate Super account and you've received your welcome pack from us.

Step 1: Provide your personal details

Cbus member number (see your welcome letter)

Title

 Mr Mrs Miss Ms Other

Date of birth

 D D / M M / Y Y Y Y

Gender

 Male Female

Given name(s)

Family name

Home phone

 ()

Mobile

Email address (providing your email means you give permission for Cbus to use it)

Residential address

Street number

Street name

Suburb/town

State

Postcode

Postal address (complete if different from your residential address)

Street number

Street name

Suburb/town

State

Postcode

Occupation

Employer name

Cbus employer number (if known)

Phone

Date you started with this employer

 D D / M M / Y Y Y Y

Step 2: Consider giving us your tax file number

Providing your tax file number (TFN) can result in paying less tax and allows you to top up your super with your take-home pay. You don't have to give us your TFN. (See section 7 of the PDS for details.)

My TFN is:

I give Cbus permission to use my TFN to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results.

Yes

No

Super held by the ATO will be combined into your Cbus account automatically. Super with other funds will be combined on your request.

We will store this consent and you can change this permission at any time once you have set up your online account or call us.

Step 3: Set your communication preferences

You can change your statement and marketing preferences through your online account at any time.

How do you want to receive your statements?

Email

Post

Do you want to receive information from Cbus about products and services not related to your membership?

Yes

No

Do you want to receive The New Daily (TND)? (A free online newspaper, providing general and financial content.)

To get started, your personal details will be provided to TND.

Yes

No

Step 4: Choose your non-binding beneficiaries: who gets your super if you die? (See page 17 of the insurance guide for details.)

Legal Personal Representative

Dependants: Given name and initial(s) (eg Sam R)

Family name

Relationship to you (spouse, child, etc)

. %

. %

. %

. %

Attach another page if you have more than three beneficiaries. You can change your nominations at any time online or by calling us.

Must add up to

1 0 0 . 0 0 %

Step 5: Check if you can get automatic insurance cover

Answer the following questions to see if you're eligible for automatic cover.

Have you ever received a payment for a total and permanent disablement (TPD) or terminal illness, or are you currently applying for or entitled to one? Yes No You're not eligible for automatic cover. Go to **step 6**.

Have you been diagnosed with a terminal illness with a life expectancy of 24 months or less from when it was diagnosed? Yes No You're not eligible for automatic cover. Go to **step 6**.

Answer the following questions to see what sort of cover you may be able to get.

Are you off work or on restricted duties because you're sick or injured? (See page 12 of this PDS for details of cover in this situation.) Yes No You may get death cover and new events TPD and IP cover
 No Yes You may get full automatic cover

Are you working at least 15 hours a week? Yes No You may get full automatic cover
 No Yes You may get death and TPD cover but no IP cover

Are you an Australian resident? A resident is an Australian citizen or permanent resident (under section 30 of the *Migration Act 1958*), or someone living in Australia on an approved working visa. Yes No You may get full automatic cover
 No Yes You may get death and TPD cover but no IP cover

Which occupation category currently describes your work?

We'll check your occupation category if you make a claim, so contact us if you're not sure which category applies to you.

Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification.

Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category.


Light manual


- Less than 20% of your job involves manual or physical work
- You don't work in an underground mine, underwater, offshore or in an aeroplane or helicopter, and
- You don't qualify for the non-manual or professional categories.

 Some words (such as senior manager or executive) have specific meanings, so you should read your insurance guide to understand them.

Do you want to keep your insurance cover if your account becomes inactive? Yes

If your account becomes inactive (i.e. it doesn't receive contributions or a roll in for 16 months) any death and TPD cover – including any future cover – will stop unless you've elected to keep it (see page 14). You can change your mind and cancel cover at any time.

 Please consider what insurance is right for your circumstances and the impact insurance premiums can have on your account balance.

 Want to choose investments? Register your account at cbussuper.com.au/login to choose investment options online or download an *Investment choice form* at cbussuper.com.au/forms

Step 6: Sign and date this form

I am eligible for Cbus Corporate Super membership and agree to the terms and conditions in the Trust Deed and I confirm that:

- I've read and understood the *Cbus Corporate Super PDS* and additional information incorporated by reference before making the decision to join.
- I have read the Trustee's Privacy Statement as contained in the *Privacy Policy and Personal Information Collection Statement* and I consent to the collection, use and disclosure of my personal and sensitive information by the Trustee in the manner described in the Privacy Statement.
- I'm entitled to one Cbus super account (except for Super Income Stream) and one insured benefit, and I accept duplicate accounts may be closed.
- I have considered my own personal circumstances, needs and objectives (with or without the assistance of a financial planner) in deciding to invest in Cbus products or make any other choice set out in this form.
- I have answered all questions truthfully and correctly to the best of my knowledge. I am aware my insurance benefit may be affected if I claim and

my responses are later shown to be false or misleading. I acknowledge that the insurer has the right to verify my answers.

- I acknowledge that, if I'm eligible, automatic insurance cover will only start when an on-time compulsory super payment is received into my Corporate Super account and will stop for the reasons set out in the *Corporate Super insurance guide*. If I have applied to change my occupation category, this won't take effect until the later of:
 - the first day of the period that the compulsory super payment relates to, or
 - the day Cbus receives my application to set up my account or change my insurance.
- My election to keep insurance cover will apply to the death and TPD cover I have and will continue to remain in place even if my level or type of cover changes in the future (unless it stops for another reason).

 Sign here:

Date
D D / M M / 2 0 Y Y



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: cbussuper.com.au/contact



Rollover your super to Cbus

Complete this form to transfer money from your other super funds to your Cbus account. Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

OPTIONAL

! Did you know you can combine your super online? It's quick and easy – log in at cbussuper.com.au/login

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other Date of birth / / Gender Male Female

Given name(s)

Family name

Other previous name(s)

Home phone () Mobile

Email address (providing your email means you give permission for Cbus to use it)

Tax file number (if you haven't already provided it)

! You don't have to give us your tax file number, but there may be tax consequences. Visit cbussuper.com.au/tfn for details.

Residential address

Street number Street name

Suburb/town State Postcode

Previous address (if you know that the address held by your FROM fund is different from your current residential address)

Street number Street name

Suburb/town State Postcode

Step 2: Provide your fund details

You can provide the details of up to two different funds to transfer your super from. To transfer your super from more than two funds you can attach another form or log into your account and combine your super online.

FROM (transferring) Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

FROM (transferring) Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

TO (receiving) Fund name **CBUS**

Membership or account number Fund phone number **1 3 0 0 3 6 1 7 8 4**

Australian business number (ABN) **75 493 363 262** Unique Superannuation Identifier (USI) **CBU0100AU**

Step 3: Allow us to search for any other super you have

I give Cbus permission to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results.

Yes No

This permission will be ongoing and can be revoked by me at any time. Any super held by the ATO may be automatically combined into my Cbus account. Any super found with other funds will not be automatically combined into my Cbus account and it will be up to me to request to consolidate it.

Step 4: Sign and date this form

Important: This transfer may close your FROM account and cancel any insurance or any other entitlements associated with that account (you will need to check this with your FROM fund).

By signing this request form I confirm:

- I have fully read this form and the information completed is true and correct.
- I am aware I may ask my other superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my insurance cover and other benefits, and have obtained or do not require any further information.
- If I have provided it I consent to my tax file number being disclosed for the purposes of consolidating my account.
- I discharge the other superannuation provider of all further liability in respect of any benefits paid and transferred to my Cbus account.
- I have read and understand the important information I need to consider when transferring my super (see below).
- I have considered where my future employer contributions will be paid.
- I am aware and confirm that by rolling over from another super fund, any existing insurance with that fund will be cancelled. I therefore do not intend to transfer existing Death and Total and Permanent Disablement insurance to Cbus.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

Privacy

Please refer to the *Cbus Privacy Policy and Personal Information Collection* statement at cbussuper.com.au/privacy for details about how Cbus collects and discloses personal information or contact us on **1300 361 784** for a copy.



Sign here:

Date

/ / 20

Things you need to consider when transferring your super

When you transfer your super, your insurance and other entitlements under that fund may cease. You need to consider all relevant information before you make a decision to transfer your super.

- **Fees** – your FROM fund must give you information about any administration, exit or withdrawal fees. Differences in super fees or insurance premiums can have a significant effect on what you will have to retire on. For example, a 1% reduction in fees may significantly increase your final benefit.
- **Insurance cover** – your FROM fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to close that account, you may lose any insurance entitlements you have with them, or you may be able to transfer your insurance benefits across to Cbus. If you are going to apply to transfer your cover, **DO NOT** submit this super rollover form until the insurer accepts your application. For information about cost and amount of cover, visit cbussuper.com.au/insurance. To check if you're eligible, go to cbussuper.com.au/forms and search for *Application to transfer existing insurance cover*.

What happens if I don't provide my tax file number (TFN)?

You are not obliged to provide your TFN to Cbus, but if you don't, you may be taxed at a higher rate. Learn more at cbussuper.com.au/tfn.

Under the *Superannuation Industry (Supervision) Act 1993*, Cbus is authorised to collect your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The TFN may be disclosed to another super provider, when your benefits are being transferred, unless you request in writing that your TFN is not to be disclosed to any other trustee.

What happens to my future employer contributions?

Using this form to transfer your super will not change the fund to which your employer pays your contributions. To change the fund your super is paid into, speak to your employer about your options, and provide them with a completed *I want my super paid into Cbus* form, available at cbussuper.com.au/forms.

Have you changed your name or are you signing on behalf of another person?

If you have changed your name, you'll need a certified copy of your:

- marriage certificate, or AND
- either a current driver's licence or passport.
- decree absolute (divorce certificate), or
- deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office

If you're signing on behalf of another person, you'll need a certified copy of either guardianship papers, or a Power of Attorney.

This form can NOT be used to:

- transfer super amounts if you don't know where they are
- change the fund to which your employer pays contributions on your behalf
- open a super account, or
- transfer super amounts under certain conditions or circumstances, for example if there is a super agreement under the *Family Law Act 1975* in place.



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: cbussuper.com.au/contact

Contact Cbus



1300 361 784 8am to 8pm (AEST/AEDT)
Monday to Friday, closed on national public holidays



cbusenq@cbussuper.com.au
cbussuper.com.au



Cbus, Locked Bag 5056
PARRAMATTA NSW 2124



Visit Cbus in person in Adelaide, Brisbane,
Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**



Join Cbus Industry Super

Product Disclosure Statement: 1 February 2020

Issued by Cbus' Trustee:
United Super Pty Ltd
ABN 46 006 261 623
AFSL 233792
Cbus ABN 75 493 363 262
MySuper authorisation
75 493 363 262 473
1223.4 02-20 ISS9



Super that's built tough

- ✓ low fees
- ✓ insurance for your industry
- ✓ history of strong returns
- ✓ investment in industry jobs

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About this guide

This product disclosure statement (PDS) is a summary of significant information about Cbus and contains references to important information which also forms part of this PDS. You should consider this information before making a decision. If you want a printed copy of this PDS or other information referenced, please call or email us.

The content of this PDS is general information only and does not take into account your financial situation or needs. You should get financial advice tailored to your own personal circumstances. Use of 'us', 'we', 'our' or 'the Trustee' is a reference to United Super Pty Ltd.

Information in this PDS may change from time to time. Get the latest updates at cbussuper.com.au/pds or contact us for a copy.

Cbus achieves the highest ratings by the experts



SuperRatings does not issue, sell, guarantee or underwrite this product. Go to superratings.com.au for details of its ratings criteria.

1. About Cbus

Cbus is the industry super fund for the Australian building, construction and allied industries.

Founded in 1984 for workers, Cbus has low fees and we're run to benefit our 761,000 members. Now managing more than \$50 billion of members' super, we've achieved strong investment performance over the long term.

Committed to building a better future for our members, we invest in property projects around the country, creating jobs for the people who build Australia.

With more than 145,000 employers signed up, Cbus might just be the last super fund you ever need – if you can choose super when you change jobs, you can choose Cbus.

Who is Cbus Industry Super for?

Cbus Industry Super is for people joining with an employer. If you don't have an employer who will contribute for you, you can join Cbus through:

- **Sole Trader Super:** for self-employed people
- **Personal Super:** for people not receiving employer contributions
- **Super Income Stream:** for people nearing or in retirement.



Save time and join online

Instead of completing the forms in this PDS, just join online in minutes at cbussuper.com.au/join

Important information to read

Visit cbussuper.com.au/fund for information including:

- Trust Deed (and governing rules)
- *Annual Report*
- *Financial Services Guide*
- details of service providers, appointment attendance, remuneration of our directors, and remuneration of our executives.

You can also visit cbussuper.com.au/dashboard to access our MySuper product dashboard.

2. How super works

Most people get employer super contributions

Super helps you save for retirement. That's why the Government takes less tax from super than other types of investments. Most people receive super contributions from their employer and can choose the super fund these payments are made to. The amount your employer must contribute is usually at least 9.5% of your regular pay (which doesn't include overtime or allowances).

You can build your account with extra contributions

You can get more super by putting in extra money (see page 9 for limits). There are two ways:

- from your before-tax salary: which may save tax for some people using salary sacrifice
- from your after-tax salary: which the Government may match with a co-contribution of up to \$500 for some people.

Combine your super accounts to save

If you've had more than one job, you may have more than one super account – and you could pay fees on every one of them. We can help you find your other super accounts. Ask us to on the attached form when you fill it out.

Super's usually for your retirement

To access your super savings, you will generally need to reach your preservation age (age 60 if you were born after 1965), or age 65. Early access is possible under severe financial hardship, terminal illness, permanent incapacity or on compassionate grounds.

You can also stay with Cbus when you finish work

You can turn your super into a tax-free income that gives you regular payments after age 60 with Cbus. With a Cbus Super Income Stream account, you can stay with Cbus as you transition or after you retire.

Keep track of your super

If we can't contact you for a long time, we may be required to transfer your super to the Australian Taxation Office (ATO). This will close your account, end your insurance cover and access to all the other benefits.

It could also be transferred out of Cbus (to the ATO or an eligible rollover fund) if you don't have insurance through Cbus, your balance is under \$6,000 and there has been limited activity in your account (e.g. you haven't received a contribution) for 16 months or more.



You should read the important information about *How super works* before making a decision. Go to cbussuper.com.au/superworks. The material relating to *How super works* may change between the time you read the PDS and when you acquire the product.

3. Benefits of investing with Cbus



Low fees and no entry fees

We keep costs low so more of your super stays where it belongs: in your account.

9.23%

Strong long-term investment performance

Our Growth (Cbus MySuper) option has returned an average of 9.23% each year for the past 35 years.*



Creating jobs in your industry

Our direct property investment company, Cbus Property Pty Ltd, has created thousands of construction jobs across Australia.†



Insurance built for your industry

We offer flexible death, disability and income protection cover that's built for your industry and covers jobs that other super funds may not.



Financial advice that's in your interests

Call us for help and advice about your account – Cbus Advice Services will present the best outcome for you, not Cbus.



Digital services make it easy

Manage your super account your way. Register online at cbussuper.com.au/login or search for Cbus in your app store.



Regular, personalised updates

You'll get two updates a year, along with personalised account videos and retirement income estimates for most members.

* From inception in 1984 to 30 June 2019. The average annual return is based on the crediting rate, which is the return minus investment fees, the percentage-based administration fee and taxes. Excludes weekly administration fees. Past performance is not a reliable indicator of future performance. See page 6 for details.

† Cbus Property Pty Ltd is a wholly owned subsidiary of United Super Pty Ltd and has responsibility for the development and management of Cbus' direct property investments.

4. Risks of super

All investing has risk. Understanding risk helps you to make better investment decisions.

We invest your super in different asset classes and each has a different level of risk and expected return. Shares, property and some alternative investments can have high returns, but also more risk of a negative return or loss in the short term. Cash and fixed interest investments generally have more stable but lower long-term returns.

When investing in super (including Cbus) it's important to consider:

- the value of your investment can change as returns aren't guaranteed and you may lose some of your money
- the level of investment returns can vary – future returns can be different to past returns
- contributions and investment returns may not grow your super enough to fully support you when you retire and your savings might not last long enough, and
- super laws may change in the future.

So, when you come to choose investment options, it's important to think about:

- how old you are now and how long you plan to invest – to retirement or longer
- other investments you have outside super, such as savings, property or shares, and
- how much risk you want to take to achieve the return you want.

5. How we invest your money

You can choose from a range of investment options:


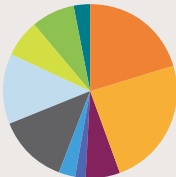
- Cash Savings
- Conservative
- Conservative Growth
- Growth (Cbus MySuper)
- High Growth
- Cbus Self Managed – for even more control, you can choose from a range of Australian shares, exchange traded funds, term deposits, property and infrastructure options (conditions and extra costs apply).

We consider environmental, social and governance (ESG) factors when investing across our whole portfolio.

Growth (Cbus MySuper) is designed to suit most members

We'll invest your super in Growth (Cbus MySuper) until you make a choice. This option suits people who can live with occasional negative returns but want long-term returns to be higher than inflation. It invests in a range of assets including shares, property, infrastructure and cash.

Growth (Cbus MySuper)

| Risk/return |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------|--------------|---------|---------------------|------|------------|-----------------|------|------------|--------------------------|-----|------------|------------------|-----|------------|----------------------|-----|------------|------------------|------|------------|------------|------|------------|-------------------------|-----|------------|------------------|-----|------------|--------|-----|------------|
| Risk level /(band)* | Medium to High (5) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objectives | Deliver a return of inflation plus: 3.25% a year over rolling 10-year periods | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likelihood of negative returns | 3 to 4 in every 20 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Minimum timeframe | Invested for at least 7 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Strategic Asset Allocation and range at 1 February 2020 |  <table border="1"> <thead> <tr> <th></th> <th>Allocation %</th> <th>Range %</th> </tr> </thead> <tbody> <tr> <td>■ Australian shares</td> <td>20.5</td> <td>5.5 – 35.5</td> </tr> <tr> <td>■ Global shares</td> <td>24.0</td> <td>9.0 – 39.0</td> </tr> <tr> <td>■ Emerging market shares</td> <td>6.5</td> <td>0.0 – 16.5</td> </tr> <tr> <td>■ Private equity</td> <td>2.0</td> <td>0.0 – 12.0</td> </tr> <tr> <td>■ Alternative growth</td> <td>3.0</td> <td>0.0 – 13.0</td> </tr> <tr> <td>■ Infrastructure</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Property</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Mid-risk alternatives</td> <td>7.0</td> <td>0.0 – 17.0</td> </tr> <tr> <td>■ Fixed interest</td> <td>8.0</td> <td>0.0 – 23.0</td> </tr> <tr> <td>■ Cash</td> <td>3.0</td> <td>1.0 – 18.0</td> </tr> </tbody> </table> | | Allocation % | Range % | ■ Australian shares | 20.5 | 5.5 – 35.5 | ■ Global shares | 24.0 | 9.0 – 39.0 | ■ Emerging market shares | 6.5 | 0.0 – 16.5 | ■ Private equity | 2.0 | 0.0 – 12.0 | ■ Alternative growth | 3.0 | 0.0 – 13.0 | ■ Infrastructure | 13.0 | 0.0 – 28.0 | ■ Property | 13.0 | 0.0 – 28.0 | ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | ■ Fixed interest | 8.0 | 0.0 – 23.0 | ■ Cash | 3.0 | 1.0 – 18.0 |
| | Allocation % | Range % | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Australian shares | 20.5 | 5.5 – 35.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Global shares | 24.0 | 9.0 – 39.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Emerging market shares | 6.5 | 0.0 – 16.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Private equity | 2.0 | 0.0 – 12.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Alternative growth | 3.0 | 0.0 – 13.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Infrastructure | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Property | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Fixed interest | 8.0 | 0.0 – 23.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Cash | 3.0 | 1.0 – 18.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Average annual return (based on annual crediting rates to 30 June 2019) | <p>Over 10 years: 9.39% (inflation + 7.25%)</p> <p>Over 35 years: 9.23%</p> <p>Visit cbussuper.com.au for the latest returns.</p> <p>Past performance is not a reliable indicator of future performance.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

* This is an industry standard to group options that are expected to have a similar number of negative returns over 20 years – from 1 (very low risk) to 7 (very high risk). It measures some but not all investment risks.

Investment options may change as our investment strategy changes. We'll contact you or post updates at cbussuper.com.au for significant changes.



You can change investments through your online account or by completing an *Investment choice form*. The right investment choice for you will depend on its likely return, the amount of risk you're happy to take to achieve it, and how long until you retire.



You should read the important information about *How we invest your money* before making a decision. Go to cbussuper.com.au/pds to read the *Investment handbook* and the *Cbus Self Managed investment guide*. You should also read the important information about our responsible investment policy at cbussuper.com.au/esg. The material relating to *How we invest your money* may change between the time you read this PDS and the day you acquire the product.

6. Fees and costs

Consumer advisory warning

Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns. 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 may be able to negotiate to pay lower contribution fees and management costs where applicable. 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.

We only charge fees to cover costs, not to make a profit. So, you're unable to negotiate these fees.

The main fees to set up and invest your account are shown below. These are based on the Growth (Cbus MySuper) option.

| Type of fee | Amount | How and when paid |
|-----------------------------|--|---|
| Investment fee* | 0.65% [†] a year (\$6.50 for each \$1,000) | Deducted from the returns before the crediting rate is applied to your account. |
| Administration fees* | \$2.00 a week Plus 0.19% of your account balance a year – up to a maximum of \$1,000 a year | Deducted from your account at the end of each month or when you close your account. |
| Buy-sell spread | Nil | n/a |
| Switching fee | Nil | n/a |
| Advice fees | Nil | n/a |
| Other fees and costs | Other fees and costs may apply (such as insurance premiums), see the <i>Additional explanation of fees and costs</i> at cbussuper.com.au/fees | |
| Indirect cost ratio* | Nil | n/a |

* If your account balance for a product is less than \$6,000 at the end of the financial year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of your account balance. Any amount charged above this cap will be refunded to you.

[†] Estimated fee based on the actual fee from the 2018/19 financial year. The fee usually changes from year to year and is different for each investment option. The actual fee will be determined at the end of the financial year and published on your 30 June Statement.

Example of annual fees and costs for Growth (Cbus MySuper)

Below is an example of how the fees and costs can affect your super over one year. You can use this to compare Cbus with other super funds.

| Type of fee | Amount | Balance of \$50,000 |
|---|---|---|
| Investment fee | 0.65% a year (\$6.50 for each \$1,000) | For every \$50,000 you have in the MySuper product you'll be charged \$325 each year. |
| PLUS Administration fees | \$104 (\$2.00 a week) Plus 0.19% (\$1.90 for each \$1,000 invested) | And you'll be charged \$104 (\$2.00 a week) regardless of your balance, plus \$95. |
| EQUALS Cost of product | | If your balance was \$50,000, then for that year you'll be charged fees of \$524* for the Growth (Cbus MySuper) option. |

*Additional fees may apply.

We may change fees and costs at any time. You'll get at least 30 days' notice before any increase to administration fees or insurance premiums.



You may also pay to use a financial adviser. Please refer to your planner's Statement of Advice for details of the fees and costs they will charge.



You should read the other important information about *Fees and costs* at cbussuper.com.au/fees before you make a decision. The information on fees and costs may change between the time you read this statement and the day you acquire this product.

7. How super is taxed

Super is a more tax-effective way for most people to save for retirement.



Although you don't have to, you should give Cbus your tax file number or you'll pay extra tax and won't be able to make after-tax contributions. See cbussuper.com.au/tfn for details.

Tax on money put in

Tax on money put into super is worked out using your age, income, the amount and if it's paid from your before or after-tax income. Tax is usually deducted from your account after the money has gone in. Cbus then pays the tax to the Australian Taxation Office.

Limits on how much you can put into super (for the 2019/20 financial year)

| | |
|--|---|
| Before-tax (concessional) such as employer and salary sacrifice contributions | 15%* tax on amounts up to \$25,000 a year. Amounts above this limit are added to your assessable income and taxed at your marginal rate (plus an interest charge). If your before-tax contributions are less than \$25,000 and you have less than \$500,000 in super at the end of the financial year, you can carry forward any unused amounts in your before-tax contributions caps. Unused amounts carried forward expire after five years. |
| After-tax (non-concessional) such as personal or voluntary contributions where no tax deduction has been claimed | No tax on amounts up to \$100,000 a year. If under 65, you can contribute \$300,000 in any three-year period. Contributions more than this limit are taxed at 45%.† |

* This rate may double if your income and before-tax contributions reach \$250,000.

† Plus the Medicare Levy and other applicable Government levies.

You can apply to claim a tax deduction for after-tax contributions you make. Contributions you claim as a tax deduction are treated as concessional contributions, so they're taxed at 15% and contribute to your before-tax (concessional) contributions cap. Think about what this tax treatment could mean for you.

Before you apply to claim the tax deduction you need to make sure you meet the eligibility criteria and notify us of your intent to claim it (using a form from the ATO). For details read the *How super is taxed* fact sheet at cbussuper.com.au/forms.



There are limits on how much you can contribute to your super (contribution caps). If you contribute more than these limits you may pay extra tax.

Tax on withdrawals

Age 60 or over: withdrawals are generally tax-free. Under age 60: tax is deducted from withdrawals before we pay them to you as follows.

| Component | Tax if you're under 60 |
|-----------|---|
| Tax-free | No tax payable. |
| Taxable | Less than preservation age: taxed at 20%.* Between preservation age and 59: the first \$210,000† is generally tax-free and the balance is taxed at 15%.* |

* Plus Medicare Levy.

† Tax-free threshold for 2019/20.

Tax on investment earnings

Investment earnings are taxed at up to 15%, which is deducted from crediting rates before being applied.



You should read the important information about *How super is taxed* before making a decision. Go to cbussuper.com.au/tax or ato.gov.au. The material relating to *How super is taxed* may change between the time you read this PDS and the day you acquire the product.

8. Insurance in your super

Cover you can count on

Why have insurance through Cbus? Here are some of the many benefits:

- Most members get cover automatically, with no health checks and no hassle.
- Everyone's different, so you can change your cover to suit you.
- Our size means we can negotiate a better deal for our members, with premiums paid from your super, not your salary.
- In 2018/19 we paid \$246 million in claims to 2,553 members and their families.
- We know your industry and cover jobs that others may not.

Automatic cover when you join

If you're eligible, insurance through Cbus Industry Super can cover you for:

| Your life | | Your income | |
|--|---|---|---|
| Death | Terminal illness | Total and permanent disablement (TPD) | Income protection (IP) |
| Lump sum to your dependants if you die | Lump sum if you have death cover and are diagnosed as terminally ill* | Lump sum if you're permanently disabled and can't work anymore† | Monthly payment if you temporarily can't work† |
| Automatic if you qualify | Automatic if you qualify | Automatic if you qualify | Not automatic you can apply for it if you qualify |

* With a life expectancy of 24 months or less from when you were diagnosed. † Conditions apply.

The cover available when you join is based on your age and occupation category (see opposite). If you're eligible for automatic cover, it won't start until we receive an on-time compulsory super payment from your employer. If you have applied to change your occupation category, this won't take effect until the later of:

- the first day of the period that compulsory super payment relates to, or
- the day we receive your application to join Cbus.

| Your age | Automatic cover (manual occupation category) | | Weekly cost |
|-----------|---|--|-------------|
| 15 to 20* | Death: \$52,000 (1 unit) | TPD: \$52,000 (1 unit) | \$2.68 |
| 21 to 29 | | TPD: \$156,000 (4 units) | |
| 30 to 34 | | TPD: \$145,600 (4 units) | |
| 35 to 39 | Death: \$208,000 (4 units) | TPD: \$135,200 (4 units) | \$10.72 |
| 40 to 44 | | TPD: \$124,800 (4 units) | |
| 45 to 50 | | TPD: \$104,000 (4 units) | |
| 51 to 64 | Death: Starts at \$192,000 (4 units), decreases each year to \$60,000 | TPD: Starts at \$96,000 (4 units), decreases each year to \$30,000 | \$10.72 |
| 65 to 69 | Death: Starts at \$50,000 (4 units), decreases each year to \$24,000 | TPD: No cover (0 units) | \$5.32 |

* Automatic cover will increase to 4 units when you turn 21 (unless you made a change). We'll write to you before this happens and you can let us know if you'd like something else.

Cost-effective cover based on your work

With Cbus, you can choose from four occupation categories to suit the risks of your job. This means you could pay less for your insurance or get more cover for the same cost. You'll be covered under the manual category if you're eligible for cover and don't choose a different category when you join.

We'll check your category if you make a claim, so any insurance payment may be reduced if you weren't eligible for the category you selected.

On the tools? Mainly out on site



Manual

- You do manual or physical work, and
- You don't qualify for any other category

Examples

Bricklayer, Plasterer, Carpenter, Plumber

Electech

- You're an electrical worker in a classification set out in schedule B of the *Electrical, Electronic and Communications Contracting Award 2010*

Examples

Electrician, Linesperson, Electronics tradesperson

Not on the tools? Mainly in the office



Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category

Examples

Bookkeeper, Quantity surveyor, Payroll administrator

Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification

Examples




Accountant, Architect, HR manager, Lawyer



Some words in this section (such as **compulsory super**, **normal job** and **senior manager or executive**) have specific meanings that you need to understand. Please read the *Death and disability insurance guide (Industry Super)* to learn more.

Most members are eligible for cover

You must meet some basic conditions to be eligible for cover through Cbus Industry Super. You'll generally qualify for automatic death and TPD cover when you join, subject to the following:

| | If... | Then... |
|--|---|---|
|  Full cover | None of the below apply to you | <ul style="list-style-type: none">You'll get automatic death and TPD cover |
|  Some cover | <p>You're between 65 and 69</p> <hr/> <p>You're off work or on restricted duties because you're sick or injured</p> <hr/> <p>Your insurance starts more than six months from when you joined your first Cbus employer</p> | <ul style="list-style-type: none">Manual, non-manual or professional: you'll get automatic death cover and can apply for TPD coverElectech: you'll get automatic death and TPD cover <hr/> <ul style="list-style-type: none">You'll get automatic death coverWhile you're off work or on restricted duties, you'll get TPD cover only for injuries or illnesses that first occur after your cover startsYou'll get full TPD cover when you can do your normal job again <hr/> <ul style="list-style-type: none">For 24 months, you'll only be covered for injuries or illnesses that first occur after your cover startsYou'll get full death and TPD cover after that, if you can do your normal job without being restricted by injury or illness for ten days in a row |
|  No cover | <p>You're under 15 or over 70</p> <hr/> <p>You've received a total and permanent disablement or terminal illness payment from a super fund or insurance policy, or you're currently applying for or entitled to one</p> <hr/> <p>You have a terminal illness with a life expectancy of 24 months or less from when it was diagnosed</p> | <ul style="list-style-type: none">Unfortunately, you can't get any insurance cover through Cbus |



Insurance needs calculator

Work out how much you might need to protect you and your family using our *Insurance needs calculator* available at cbussuper.com.au/calculators

How much does it cost?

The cost of your insurance depends on the type of cover you receive, how many units you choose, and your occupation category.

| Occupation category | Death and TPD cost per unit | Death only cost per unit |
|---------------------|-----------------------------|--------------------------|
| Manual | \$2.68 a week | \$1.33 a week |
| Non-manual | \$2.68 a week | \$1.55 a week |
| Professional | \$2.68 a week | \$1.55 a week |
| Electech | \$2.62 a week | \$1.13 a week |

Special offer for new members: Increase your cover without full health checks

If you qualify for automatic cover and apply within six months of joining your first Cbus employer, you may be able to increase your cover just by answering a few simple questions on the *Special offer: Change cover when you join* form attached or when you join online.

How much cover you can get depends on your age and occupation category:

| Occupation category | Apply to increase cover up to these limits | |
|----------------------------|--|---|
| | Death cover | TPD cover |
| Manual | 6 units | Age 15 to 20: 6 units Age 21 to 34: 8 units Age 35 to 39: 9 units Age 40 to 44: 10 units Age 45 to 64: 12 units |
| Non-manual or professional | 6 units | 6 units |
| Electech | 2 units | 2 units |

See the *Death and disability insurance guide (Industry Super)* to find out how much cover each unit gives you under each occupation category.

Keep your cover, even when life changes

Your death and TPD insurance cover will stop if your account doesn't receive a contribution or roll in for 16 months (i.e. your account becomes inactive) and you haven't elected to keep your cover. It could restart if you receive an on-time compulsory super payment from your employer in future.

We can keep you covered – even if you stop work or change jobs – if you tell us you want to keep your cover on your application when you join Cbus.

You can change your mind and cancel or reduce your cover at any time. Your cover could also stop for other reasons too, such as when you reach a certain age or don't have enough money in your account to pay for it. Different rules apply to any IP cover you have through Cbus. See the *Death and disability insurance guide (Industry Super)* and *Income protection guide (Industry Super)* for details.

Making changes after you join

To apply for more cover after you join, log into your account at cbussuper.com.au/login or complete an *Application to increase insurance cover for Industry and Personal members* available online or call us.

Similarly, if you don't want cover or already have insurance elsewhere, you can reduce or cancel some or all of your cover whenever you like. But if you change your mind and want cover later, you'll need to reapply and provide information about your health for our insurer to consider. You can also apply to transfer your existing cover from another super fund or insurance policy or apply for more cover when certain life events happen, like you get married, have children or take out a mortgage.

To make changes, simply log into your account, complete the relevant form or call us.

Have you told your employer you want your super paid into Cbus?

If you're changing super funds and want your cover to start from a specific date, it's important to let your employer know so that they start paying super to your Cbus account from that date. Otherwise, there could be a gap in your cover when you move from your other fund to Cbus.

Income protection cover

Many Cbus members already have income protection cover as part of their employment arrangements. That's why we only offer this cover to members in a non-manual or professional occupation category. If you choose either of these when you join, we'll provide you with more information about income protection cover.



The cost of cover will come out of your account unless you cancel it (or it stops for another reason). When deciding what cover is right for you – now and in the future – think about the benefits of being covered and the impact of insurance costs on your retirement savings.



You should read the important information about *Insurance in your super* before making a decision, including the amount and cost of cover, when cover stops and starts, changing your cover, making a claim, and any other terms and conditions of Cbus' insurance policies. Read the *Death and disability insurance guide (Industry Super)* and *Income protection guide (Industry Super)* at cbussuper.com.au/insurance for more information. The material relating to *Insurance in your super* may change between the time you read this PDS and the day you acquire the product. Always visit our website for the latest information.

9. How to open an account



Save time and join online

Instead of completing the forms in this PDS, join online in minutes at cbussuper.com.au/join

If you prefer, you can fill in the attached forms:

- **Join Cbus Industry Super:** to open your account and work out if you're eligible for automatic insurance.
- **Special offer: Change cover when you join:** to apply for cover other than automatic insurance. **You can only use this form to apply for cover when you open your account.**
- **Rollover your super to Cbus:** to close an existing super account and roll it over to Cbus.

Contact us if you're not satisfied

We strive to provide great service for every member. If you're dissatisfied with any aspect:

- Write to the Cbus Complaints Officer, Cbus, Level 28, 2 Lonsdale Street, Melbourne VIC 3000
- Call **1300 361 784** from 8am to 8pm AEST/AEDT (within Australia)
Open Monday to Friday, closed national public holidays
- Submit your complaint online at cbussuper.com.au/complaint

If you're not satisfied with the outcome, your complaint may be considered by the Australian Financial Complaints Authority (AFCA). AFCA is an independent dispute resolution body set up by the Federal Government to provide a free, impartial and binding dispute resolution service for financial services.

- Write to GPO Box 3 Melbourne VIC 3001
- Email info@afca.org.au
- Call **1800 931 678**
- Website afca.org.au



You should read the important information about *How to make a complaint*. Go to cbussuper.com.au/complaint to read more. The material relating to *How to make a complaint* may change between the time you read this PDS and the day you acquire the product.

Privacy

We collect, store and disclose the personal information you provide only to administer your account and in accordance with the *Cbus Privacy Policy*. Except where required by law, your personal information will not be used for any other purpose. For more details, please refer to the *Cbus Privacy Policy and Personal Information Collection Statement* at cbussuper.com.au/privacy or call **1300 361 784** for a copy.



Join Cbus Industry Super

REQUIRED

This application form is part of the *Join Cbus Industry Super Product Disclosure Statement* dated 1 February 2020. Please read the PDS before you complete this form.

Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

Did you know you can join online? Visit cbussuper.com.au — it's quick and easy.

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other

Date of birth / /

Gender Male Female

Given name(s)

Family name

Home phone ()

Mobile

Email address (providing your email means you give permission for Cbus to use it)

Residential address

Street number

Street name

Suburb/town

State

Postcode

Postal address (complete if different from your residential address)

Street number

Street name

Suburb/town

State

Postcode

Occupation

Employer name

Cbus employer number (if known)

Phone

Date you started with this employer / /

Step 2: Consider giving us your tax file number

Providing your tax file number (TFN) can result in paying less tax and allows you to top up your super with your take-home pay. You don't have to give us your TFN. (See Section 7 of the PDS for details.) My TFN is:

I give Cbus permission to use my TFN to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results. Yes No

Super held by the ATO will be combined into your Cbus account automatically. Super with other funds will be combined on your request. We will store this consent and you can change this permission at any time once you have set up your online account or call us.

Step 3: Communications

You can change your statement and marketing preferences through your online account at any time.

How do you want to receive your statements? Email Post

Do you want to receive info from Cbus about products and services not related to your membership? Yes No

Do you want to receive The New Daily (TND)? (A free online newspaper, providing general and financial content.) To get started, your personal details will be provided to TND. Yes No

Want to choose investments?
Once you receive your member number, register your account online to choose investment options or you can call us on **1300 361 784**.

Want to choose a different level of cover?
To change your insurance, complete the *Special offer: Change cover when you join* form attached to this PDS.

Temporary card (at 1 Feb 2020)

Member number

Given name(s)

Family name

Signature Date

Step 4: Check if you can get automatic insurance cover

| Automatic cover for Manual, Non-manual and Professional | | | Automatic cover for Electech |
|---|--------------------|---------------------------------|------------------------------|
| Age 15–20: 1 unit | Age 21–64: 4 units | Age 65–69: 4 units (Death only) | Age 15–69: 2 units |

Answer the following questions to see if you're eligible for automatic cover.

Have you ever received a payment for a total and permanent disablement (TPD) or terminal illness, or are you currently applying for or entitled to one? Yes No ➤ You're not eligible for automatic cover. Go to **step 5**.

Have you been diagnosed with a terminal illness with a life expectancy of 24 months or less from when it was diagnosed? Yes No ➤ You're not eligible for automatic cover. Go to **step 5**.

Answer the following questions to see what sort of cover you may be able to get.

Are you off work or on restricted duties because you're sick or injured? (See page 12 of this PDS for details of cover in this situation.) Yes No ➤ You may get death cover and new events TPD cover ➤ You may get death and TPD cover

Have you started working with your first Cbus employer in the past six months? Yes No ➤ You may get full automatic cover ➤ You may get new events cover for 24 months

Which occupation category currently describes your work?

We'll check your occupation category if you make a claim, so contact us if you're not sure which category applies to you.

Manual

- You do manual or physical work, and
- You don't qualify for any other category.

Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category.

Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification.

Electech

- You're an electrical worker in a classification set out in schedule B of the *Electrical, Electronic and Communications Contracting Award 2010*.

ⓘ Some words (such as senior manager or executive) have specific meanings, so you should read your insurance guide to understand them.

Do you want to keep your insurance cover if your account becomes inactive? Yes

If your account becomes inactive (i.e. it doesn't receive contributions or a roll in for 16 months) any death and TPD cover – including any future cover – will stop unless you've elected to keep it (see page 14). You can change your mind and cancel cover at any time.

ⓘ Please consider what insurance is right for your circumstances and the impact insurance premiums can have on your account balance.

Step 5: Choose your non-binding beneficiaries: who gets your super if you die? (See page 17 of the insurance guide for details.)

Legal Personal Representative

| Dependants: Given name and initial(s) (eg Sam R) | Family name | Relationship to you (spouse, child, etc) | | | | | | | | % |
|--|-------------|--|--|--|--|--|--|--|--|---|
| | | | | | | | | | | % |
| | | | | | | | | | | % |
| | | | | | | | | | | % |

Attach another page if you have more than three beneficiaries. You can change your nominations at any time online or by calling us. **Must add up to** 1 0 0 . 0 0 %

Step 6: Sign and date this form

I am eligible to apply for Cbus Industry Super membership and agree to the terms and conditions in the Trust Deed and I confirm that:

- I've read and understood the *Join Cbus Industry Super PDS* and additional information incorporated by reference before making the decision to join.
- I have read the Trustee's Privacy Statement as contained in the *Privacy Policy and Personal Information Collection Statement* and I consent to the collection, use and disclosure of my personal and sensitive information by the Trustee in the manner described in the Privacy Statement.
- I'm entitled to one Cbus super account (except for Super Income Stream) and one insured benefit, and I accept duplicate accounts may be closed.
- I have considered my own personal circumstances, needs and objectives (with or without the assistance of a financial planner) in deciding to invest in Cbus products or make any other choice set out in this form.
- I have answered all questions truthfully and correctly to the best of my knowledge. I am aware my insurance benefit may be affected if

I claim and my responses are later shown to be false or misleading. I acknowledge the insurer has the right to verify my answers.

- I acknowledge that, subject to Cbus accepting my application, automatic insurance cover will start from the first day of the period for which Cbus receives an on-time compulsory super payment and will stop for the reasons set out in the *Death and disability insurance guide (Industry Super)*. If I have applied to change my occupation category, this won't take effect until the later of:
 - the first day of the period that the compulsory super payment relates to, or
 - the day Cbus receives my application to join.
- My election to keep insurance cover will apply to the death and TPD cover I have and will continue to remain in place even if my level or type of cover changes in the future (unless it stops for another reason).



Sign here:

Date

/ / 2 0

This card does not confirm active membership of Cbus or acceptance by the insurer of your application for cover.

Call us on **1300 361 784** to confirm this.

Complete and detach this temporary card.

You'll receive a permanent member card after your first payment.

Cbus' Trustee: United Super Pty Ltd. ABN 46 006 261 623 AFSL 233792
Cbus ABN 75 493 363 262 cbussuper.com.au



1300 361 784 8am to 8pm (AEST/AEDT)
Monday to Friday, closed on national public holidays



cbusenq@cbussuper.com.au
cbussuper.com.au



Cbus, Locked Bag 5056
PARRAMATTA NSW 2124

Cbus' Trustee is United Super Pty Ltd. ABN 46 006 261 623
AFSL 233792 Cbus ABN 75 493 363 262

Page 2 of 2 1223.402-20ISS9



Special offer: Change cover when you join

OPTIONAL

Use this form to apply to change automatic cover when you open your account.
You can only use this form when returned to Cbus with the *Join Cbus Industry Super* form.
Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other

Date of birth D D / M M / Y Y Y Y

Gender Male Female

Given name(s)

Family name

Step 2: Change your automatic cover

Most automatically get death and total and permanent disablement (TPD) cover when they join Cbus. Complete this form to change automatic cover:

Apply for more cover Go to step 3

Choose to have less cover Go to step 4

Reduce cover under Electech Go to step 5

To completely cancel your insurance cover, log into your account at cbussuper.com.au/login or complete an *Application to cancel insurance cover* available online or call us.



Want more cover or can't use this form?

This form allows you to apply for specific amounts of cover in limited scenarios.

To apply for more cover than you can on this form or if you can't use this form based on your answers in step 3 below, please log into your account at cbussuper.com.au/login or complete an *Application to increase insurance cover for Industry and Personal Super members* – available online or call us.

Step 3: Work out if you can apply for extra cover

To be eligible, you must submit this form within six months of joining your first Cbus employer. Answer the following questions to work out if you're eligible to apply for extra cover using this form.

Are you:

- unemployed Yes You're not eligible for extra cover.
- off work because you're sick or injured, or No
- unable to do all the duties of your normal job for at least 30 hours a week without limitation, regardless of whether you're working full-time, part-time or casually?

Have you:

- in the last 12 months been hospitalised for more than 5 days in a row (other than for pregnancy) Yes You're not eligible for extra cover.
- in the last 12 months been away from work for 15 or more days in total because of illness or injury, or No
- in the last 2 years seen a medical specialist or been advised by a doctor that you'll need to have surgery or see a specialist?

Have you ever been declined death, TPD or income protection cover from any insurance company, or in the last 12 months have you had cover accepted with a loading or exclusion?

Yes You're not eligible for extra cover.

No You are eligible to apply for extra cover. Go to **step 4**.

If you answer yes to any of the questions above, you're unfortunately not eligible to apply for extra cover using this form. See the 'Want more cover or can't use this form?' box above for options.

Step 4: Choose your level of cover – increase or reduce

Choose the total death and TPD cover you want (including the automatic insurance cover applicable to you), up to the maximum limit below that is relevant to your age. Please refer to the *Death and disability insurance guide (Industry Super)* to see how much cover each unit provides under the occupation category chosen. If you've previously chosen a different occupation category, your selection below will override it.

Option 1: Manual Death units: 1 2 3 4 5 6 Each unit costs \$1.33 a week

TPD units: 1 2 3 4 5 6 7 8 9 10 11 12 Each unit costs \$1.35 a week

Limits for age: 15-20 21-34 35-39 40-44 Over 45

Your TPD units can't be more than the maximum number of units for your age group, and your TPD benefit amount can't be higher than your death benefit amount. We'll process your application based on automatic cover if your choices exceed either of these thresholds.

Option 2: Non-Manual or Professional Death units: 1 2 3 4 5 6 Each unit costs \$1.55 a week

TPD units: 1 2 3 4 5 6 Each unit costs \$1.13 a week

Your TPD benefit amount can't be higher than your death benefit amount. We'll process your application based on automatic cover if your choice exceeds this threshold. The maximum TPD benefit is limited to seven times your annual taxable income.

Step 5: Reduce your level of cover under Electech

Choose how much Death and TPD cover you want (see the *Death and disability insurance guide (Industry Super)* to see how much cover each unit provides under the Electech occupation category. If you've previously chosen a different occupation category, your selection below will override it.

Electech Death units: 1 Each unit costs \$1.13 a week

TPD units: 1 Each unit costs \$1.49 a week

Step 6: Sign and date this form

Declaration

I am eligible to apply for Cbus Industry Super membership and agree to the terms and conditions in the Trust Deed and I confirm that:

- I understand that to apply for increases in cover above the automatic insurance amount, this form must be provided within six months of joining my first Cbus employer. Subject to Cbus' insurer accepting my application, the insurance cover I've applied for above the default level of cover will start from the later of:
 - the first day of the period for which Cbus receives an on-time compulsory super payment, or
 - the date I sign this form.
- Any extra cover I select may be restricted if my employer doesn't pay my super on time. And if it's been more than six months since I joined my first Cbus employer, I may be asked for more information to work out if I can get extra cover.
- If I've elected to keep my insurance in Step 4 of the *Join Cbus Industry Super* form, my premiums will continue to be deducted, even if my super account doesn't receive a contribution or roll in for 16 months (i.e. it becomes inactive) unless my cover stops for another reason.
- I have read the Trustee's Privacy Statement as contained in the *Privacy Policy and Personal Information Collection Statement* and I consent to the collection, use and disclosure of my personal and sensitive information by the Trustee in the manner described in the Privacy Statement.
- I have answered all questions truthfully and correctly to the best of my knowledge. I am aware my insurance benefit may be affected if I claim and my responses are later shown to be false or misleading. I acknowledge the insurer has the right to verify my answers.



Sign here:

Date

D D / M M / 2 0 Y Y



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**



Rollover your super to Cbus

Complete this form to transfer money from your other super funds to your Cbus account.
Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

OPTIONAL

! Did you know you can combine your super online? It's quick and easy – log in at cbussuper.com.au/login

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other Date of birth / / Gender Male Female

Given name(s)

Family name

Other previous name(s)

Home phone () Mobile

Email address (providing your email means you give permission for Cbus to use it)

Tax file number (if you haven't already provided it)

! You don't have to give us your tax file number, but there may be tax consequences. Visit cbussuper.com.au/tfn for details.

Residential address

Street number Street name

Suburb/town State Postcode

Previous address (if you know that the address held by your FROM fund is different from your current residential address)

Street number Street name

Suburb/town State Postcode

Step 2: Provide your fund details

You can provide the details of up to two different funds to transfer your super from. To transfer your super from more than two funds you can attach another form or log into your account and combine your super online.

FROM (transferring)
Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

FROM (transferring)
Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

TO (receiving)
Fund name **CBUS**

Membership or account number

Australian business number (ABN) **75 493 363 262**

Fund phone number **1 3 0 0 3 6 1 7 8 4**

Unique Superannuation Identifier (USI) **CBU0100AU**

Step 3: Allow us to search for any other super you have

I give Cbus permission to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results.

Yes No

This permission will be ongoing and can be revoked by me at any time. Any super held by the ATO may be automatically combined into my Cbus account. Any super found with other funds will not be automatically combined into my Cbus account and it will be up to me to request to consolidate it.

Step 4: Sign and date this form

Important: This transfer may close your FROM account and cancel any insurance or any other entitlements associated with that account (you will need to check this with your FROM fund).

By signing this request form I confirm:

- I have fully read this form and the information completed is true and correct.
- I am aware I may ask my other superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my insurance cover and other benefits, and have obtained or do not require any further information.
- If I have provided it I consent to my tax file number being disclosed for the purposes of consolidating my account.
- I discharge the other superannuation provider of all further liability in respect of any benefits paid and transferred to my Cbus account.
- I have read and understand the important information I need to consider when transferring my super (see below).
- I have considered where my future employer contributions will be paid.
- I am aware and confirm that by rolling over from another super fund, any existing insurance with that fund will be cancelled. I therefore do not intend to transfer existing Death and Total and Permanent Disablement insurance to Cbus.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

Privacy

Please refer to the *Cbus Privacy Policy and Personal Information Collection* statement at cbussuper.com.au/privacy for details about how Cbus collects and discloses personal information or contact us on **1300 361 784** for a copy.



Sign here:

Date

D D / M M / 2 0 Y Y

Things you need to consider when transferring your super

When you transfer your super, your insurance and other entitlements under that fund may cease. You need to consider all relevant information before you make a decision to transfer your super.

- **Fees** – your FROM fund must give you information about any administration, exit or withdrawal fees. Differences in super fees or insurance premiums can have a significant effect on what you will have to retire on. For example, a 1% reduction in fees may significantly increase your final benefit.
- **Insurance cover** – your FROM fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to close that account, you may lose any insurance entitlements you have with them, or you may be able to transfer your insurance benefits across to Cbus. If you are going to apply to transfer your cover, **DO NOT** submit this super rollover form until the insurer accepts your application. For information about cost and amount of cover, visit cbussuper.com.au/insurance. To check if you're eligible, go to cbussuper.com.au/forms and search for *Application to transfer existing insurance cover*.

What happens if I don't provide my tax file number (TFN)?

You are not obliged to provide your TFN to Cbus, but if you don't, you may be taxed at a higher rate. Learn more at cbussuper.com.au/tfn.

Under the *Superannuation Industry (Supervision) Act 1993*, Cbus is authorised to collect your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The TFN may be disclosed to another super provider, when your benefits are being transferred, unless you request in writing that your TFN is not to be disclosed to any other trustee.

What happens to my future employer contributions?

Using this form to transfer your super will not change the fund to which your employer pays your contributions. To change the fund your super is paid into, speak to your employer about your options, and provide them with a completed *I want my super paid into Cbus* form, available at cbussuper.com.au/forms.

Have you changed your name or are you signing on behalf of another person?

If you have changed your name, you'll need a certified copy of your:

- marriage certificate, or
 - decree absolute (divorce certificate), or
 - deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office
- AND
- either a current driver's licence or passport.

If you're signing on behalf of another person, you'll need a certified copy of either guardianship papers, or a Power of Attorney.

This form can NOT be used to:

- transfer super amounts if you don't know where they are
- change the fund to which your employer pays contributions on your behalf
- open a super account, or
- transfer super amounts under certain conditions or circumstances, for example if there is a super agreement under the *Family Law Act 1975* in place.



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PARRAMATTA NSW 2124



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cbusenq@cbussuper.com.au
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Brisbane, Melbourne, Perth and Sydney.
Details: cbussuper.com.au/contact

Contact Cbus



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Monday to Friday, closed on national public holidays



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Cbus, Locked Bag 5056
PARRAMATTA NSW 2124



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Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**



Join Cbus Personal Super

Product Disclosure Statement: 1 February 2020

Issued by Cbus' Trustee:
United Super Pty Ltd
ABN 46 006 261 623
AFSL 233792
Cbus ABN 75 493 363 262
MySuper authorisation
75 493 363 262 473
1208.8 02-20 ISS7



Super that's built tough

- ✓ low fees
- ✓ insurance for your industry
- ✓ history of strong returns
- ✓ investment in industry jobs

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About this guide

This product disclosure statement (PDS) is a summary of significant information about Cbus and contains references to important information which also forms part of this PDS. You should consider this information before making a decision. If you want a printed copy of this PDS or other information referenced, please call or email us.

The content of this PDS is general information only and does not take into account your financial situation or needs. You should get financial advice tailored to your own personal circumstances. Use of 'us', 'we', 'our' or 'the Trustee' is a reference to United Super Pty Ltd.

Information in this PDS may change from time to time. Get the latest updates at cbussuper.com.au/pds or contact us for a copy.

Cbus achieves the highest ratings by the experts



SuperRatings does not issue, sell, guarantee or underwrite this product. Go to superratings.com.au for details of its ratings criteria.

1. About Cbus

Cbus is the industry super fund for the Australian building, construction and allied industries.

Founded in 1984 for workers, Cbus has low fees and we're run to benefit our 761,000 members. Now managing more than \$50 billion of members' super, we've achieved strong investment performance over the long term.

Committed to building a better future for our members, we invest in property projects around the country, creating jobs for the people who build Australia.

With more than 145,000 employers signed up, Cbus might just be the last super fund you ever need – if you can choose super when you change jobs, you can choose Cbus.

Who is Cbus Personal Super for?

Cbus Personal Super is for people not currently working or receiving employer payments. If you are joining through an employer or as a sole trader, you can join through our:

- **Sole Trader Super:** for self-employed people
- **Industry Super:** for people joining through an employer
- **Super Income Stream:** for people nearing or in retirement.



Save time and join online

Instead of completing the forms in this PDS, just join online in minutes at cbussuper.com.au/join

Important information to read

Visit cbussuper.com.au/fund for information including:

- Trust Deed (and governing rules)
- *Annual Report*
- *Financial Services Guide*
- details of appointment attendance, service providers, remuneration of our directors, and remuneration of our executives.

You can also visit cbussuper.com.au/dashboard to access our MySuper product dashboard.

2. How super works

You can choose your own super

Super helps you save for retirement. That's why the Government takes less tax from super than other types of investments. If you're not joining Cbus through an employer, you can choose your own super fund. Cbus Personal Super lets you choose how much and how often you would like to invest into your super.

You can build your account with extra contributions

You can get more super by putting in extra money (see page 9 for limits). There are two ways:

- from your before-tax salary: which may save tax for some people using salary sacrifice
- from your after-tax salary: which the Government may match with a co-contribution of up to \$500 for some people.

Combine your super accounts to save

If you've had more than one job, you may have more than one super account – and you could pay fees on every one of them. We can help you find your other super accounts. Ask us to on the attached form when you fill it out.

Super's usually for your retirement

To access your super savings, you will generally need to reach your preservation age (age 60 if you were born after 1965), or age 65. Early access is possible under severe financial hardship, terminal illness, permanent incapacity or on compassionate grounds.

You can also stay with Cbus when you finish work

You can turn your super into a tax-free income that gives you regular payments after age 60 with Cbus. With a Cbus Super Income Stream account, you can stay with Cbus as you transition or after you retire.

Keep track of your super

If we can't contact you for a long time, we may be required to transfer your super to the Australian Taxation Office (ATO). This will close your account, end your insurance cover and access to all the other benefits.

It could also be transferred out of Cbus (to the ATO or an eligible rollover fund) if you don't have insurance through Cbus, your balance is under \$6,000 and there has been limited activity in your account (e.g. you haven't received a contribution) for 16 months or more.



You should read the important information about *How super works* before making a decision. Go to cbussuper.com.au/superworks. The material relating to *How super works* may change between the time you read the PDS and when you acquire the product.

3. Benefits of investing with Cbus



Low fees and no entry fees

We keep costs low so more of your super stays where it belongs: in your account.

9.23%

Strong long-term investment performance

Our Growth (Cbus MySuper) option has returned an average of 9.23% each year for the past 35 years.*



Creating jobs in your industry

Our direct property investment company, Cbus Property Pty Ltd, has created thousands of construction jobs across Australia.†



Insurance built for your industry

We offer flexible death, disability and income protection cover that's built for your industry and covers jobs that other super funds may not.



Financial advice that's in your interests

Call us for help and advice about your account – Cbus Advice Services will present the best outcome for you, not Cbus.



Digital services make it easy

Manage your super account your way. Register online at cbussuper.com.au/login or search for Cbus in your app store.



Regular, personalised updates

You'll get two updates a year, along with personalised account videos and retirement income estimates for most members.

* From inception in 1984 to 30 June 2019. The average annual return is based on the crediting rate, which is the return minus investment fees, the percentage-based administration fees and taxes. Excludes weekly administration fees. Past performance is not a reliable indicator of future performance. See page 6 for details.

† Cbus Property Pty Ltd is a wholly owned subsidiary of United Super Pty Ltd and has responsibility for the development and management of Cbus' direct property investments.

4. Risks of super

All investing has risk. Understanding risk helps you to make better investment decisions.

We invest your super in different asset classes and each has a different level of risk and expected return. Shares, property and some alternative investments can have high returns, but also more risk of a negative return or loss in the short term. Cash and fixed interest investments generally have more stable but lower long-term returns.

When investing in super (including Cbus) it's important to consider:

- the value of your investment can change as returns aren't guaranteed and you may lose some of your money
- the level of investment returns can vary – future returns can be different to past returns
- contributions and investment returns may not grow your super enough to fully support you when you retire and your savings might not last long enough, and
- super laws may change in the future.

So, when you come to choose investment options, it's important to think about:

- how old you are now and how long you plan to invest – to retirement or longer
- other investments you have outside super, such as savings, property or shares, and
- how much risk you want to take to achieve the return you want.

5. How we invest your money

You can choose from a range of investment options:


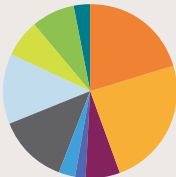
- Cash Savings
- Conservative
- Conservative Growth
- Growth (Cbus MySuper)
- High Growth
- Cbus Self Managed – for even more control, you can choose from a range of Australian shares, exchange traded funds, term deposits, property and infrastructure options (conditions and extra costs apply).

We consider environmental, social and governance (ESG) factors when investing across our whole portfolio.

Growth (Cbus MySuper) is designed to suit most members

We'll invest your super in Growth (Cbus MySuper) if you don't make a choice. This option suits people who can live with occasional negative returns but want long-term returns to be higher than inflation. It invests in a range of assets including shares, property, infrastructure and cash.

Growth (Cbus MySuper)

| Risk/return |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------|--------------|---------|---------------------|------|------------|-----------------|------|------------|--------------------------|-----|------------|------------------|-----|------------|----------------------|-----|------------|------------------|------|------------|------------|------|------------|-------------------------|-----|------------|------------------|-----|------------|--------|-----|------------|
| Risk level / (band)* | Medium to High (5) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objectives | Deliver a return of inflation plus: 3.25% a year over rolling 10-year periods | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likelihood of negative returns | 3 to 4 in every 20 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Minimum timeframe | Invested for at least 7 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Strategic Asset Allocation and range at 1 February 2020 |  <table border="1"> <thead> <tr> <th></th> <th>Allocation %</th> <th>Range %</th> </tr> </thead> <tbody> <tr> <td>■ Australian shares</td> <td>20.5</td> <td>5.5 – 35.5</td> </tr> <tr> <td>■ Global shares</td> <td>24.0</td> <td>9.0 – 39.0</td> </tr> <tr> <td>■ Emerging market shares</td> <td>6.5</td> <td>0.0 – 16.5</td> </tr> <tr> <td>■ Private equity</td> <td>2.0</td> <td>0.0 – 12.0</td> </tr> <tr> <td>■ Alternative growth</td> <td>3.0</td> <td>0.0 – 13.0</td> </tr> <tr> <td>■ Infrastructure</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Property</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Mid-risk alternatives</td> <td>7.0</td> <td>0.0 – 17.0</td> </tr> <tr> <td>■ Fixed interest</td> <td>8.0</td> <td>0.0 – 23.0</td> </tr> <tr> <td>■ Cash</td> <td>3.0</td> <td>1.0 – 18.0</td> </tr> </tbody> </table> | | Allocation % | Range % | ■ Australian shares | 20.5 | 5.5 – 35.5 | ■ Global shares | 24.0 | 9.0 – 39.0 | ■ Emerging market shares | 6.5 | 0.0 – 16.5 | ■ Private equity | 2.0 | 0.0 – 12.0 | ■ Alternative growth | 3.0 | 0.0 – 13.0 | ■ Infrastructure | 13.0 | 0.0 – 28.0 | ■ Property | 13.0 | 0.0 – 28.0 | ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | ■ Fixed interest | 8.0 | 0.0 – 23.0 | ■ Cash | 3.0 | 1.0 – 18.0 |
| | Allocation % | Range % | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Australian shares | 20.5 | 5.5 – 35.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Global shares | 24.0 | 9.0 – 39.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Emerging market shares | 6.5 | 0.0 – 16.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Private equity | 2.0 | 0.0 – 12.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Alternative growth | 3.0 | 0.0 – 13.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Infrastructure | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Property | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Fixed interest | 8.0 | 0.0 – 23.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Cash | 3.0 | 1.0 – 18.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Average annual return (based on annual crediting rates to 30 June 2019) | <p>Over 10 years: 9.39% (inflation + 7.25%)</p> <p>Over 35 years: 9.23%</p> <p>Visit cbussuper.com.au for the latest returns.</p> <p>Past performance is not a reliable indicator of future performance.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

* This is an industry standard to group options that are expected to have a similar number of negative returns over 20 years – from 1 (very low risk) to 7 (very high risk). It measures some but not all investment risks.

Investment options may change as our investment strategy changes. We'll contact you or post updates at cbussuper.com.au for significant changes.



You can change investments through your online account or by completing an *Investment choice* form. The right investment choice for you will depend on its likely return, the amount of risk you're happy to take to achieve it, and how long until you retire.



You should read the important information about *How we invest your money* before making a decision. Go to cbussuper.com.au/pds to read the *Investment handbook* and the *Cbus Self Managed investment guide*. You should also read the important information about our responsible investment policy at cbussuper.com.au/esg. The material relating to *How we invest your money* may change between the time you read this PDS and the day you acquire the product.

6. Fees and costs

Consumer advisory warning

Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns. 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 may be able to negotiate to pay lower contribution fees and management costs where applicable. 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.

We only charge fees to cover costs, not to make a profit. So, you're unable to negotiate these fees.

The main fees to set up and invest your account are shown below. These are based on the Growth (Cbus MySuper) option.

| Type of fee | Amount | How and when paid |
|-----------------------------|--|---|
| Investment fee* | 0.65% [†] a year (\$6.50 for each \$1,000) | Deducted from the returns before the crediting rate is applied to your account. |
| Administration fees* | \$2.00 a week Plus 0.19% of your account balance a year – up to a maximum of \$1,000 a year | Deducted from your account at the end of each month or when you close your account. |
| Buy-sell spread | Nil | n/a |
| Switching fee | Nil | n/a |
| Advice fees | Nil | n/a |
| Other fees and costs | Other fees and costs may apply (such as insurance premiums), see the <i>Additional explanation of fees and costs</i> at cbussuper.com.au/fees | |
| Indirect cost ratio* | Nil | n/a |

* If your account balance for a product is less than \$6,000 at the end of the financial year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of your account balance. Any amount charged above this cap will be refunded to you.

[†] Estimated fee based on the actual fee from the 2018/19 financial year. The fee usually changes from year to year and is different for each investment option. The actual fee will be determined at the end of the financial year and published on your 30 June Statement.

Example of annual fees and costs for Growth (Cbus MySuper)

Below is an example of how the fees and costs can affect your super over one year. You can use this to compare Cbus with other super funds.

| Type of fee | Amount | Balance of \$50,000 |
|---|---|---|
| Investment fee | 0.65% a year (\$6.50 for each \$1,000) | For every \$50,000 you have in the MySuper product you'll be charged \$325 each year. |
| PLUS Administration fees | \$104 (\$2.00 a week) Plus 0.19% (\$1.90 for each \$1,000 invested) | And you'll be charged \$104 (\$2.00 a week) regardless of your balance, plus \$95. |
| EQUALS Cost of product | | If your balance was \$50,000, then for that year you'll be charged fees of \$524* for the Growth (Cbus MySuper) option. |

* Additional fees may apply.

We may change fees and costs at any time. You'll get at least 30 days' notice before any increase to administration fees or insurance premiums.



You may also pay to use a financial adviser. Please refer to your planner's Statement of Advice for details of the fees and costs they will charge.



You should read the other important information about *Fees and costs* at cbussuper.com.au/fees before you make a decision. The information on fees and costs may change between the time you read this statement and the day you acquire this product.

7. How super is taxed

Super is a more tax-effective way for most people to save for retirement.



Although you don't have to, you should give Cbus your tax file number or you'll pay extra tax and won't be able to make after-tax contributions. See cbussuper.com.au/tfn for details.

Tax on money put in

Tax on money put into super is worked out using your age, income, the amount and if it's paid from your before or after-tax income. Tax is usually deducted from your account after the money has gone in. Cbus then pays the tax to the Australian Taxation Office.

Limits on how much you can put into super (for the 2018/19 financial year)

| | |
|--|---|
| Before-tax (concessional) such as employer and salary sacrifice contributions | 15%* tax on amounts up to \$25,000 a year. Amounts above this limit are added to your assessable income and taxed at your marginal rate (plus an interest charge). If your before-tax contributions are less than \$25,000 and you have less than \$500,000 in super at the end of the financial year, you can carry forward any unused amounts in your before-tax contributions caps. Unused amounts carried forward expire after five years. |
| After-tax (non-concessional) such as personal or voluntary contributions where no tax deduction has been claimed | No tax on amounts up to \$100,000 a year. If under 65, you can contribute \$300,000 in any three-year period. Contributions more than this limit are taxed at 45%.† |

* This rate may double if your income and before-tax contributions reach \$250,000.

† Plus the Medicare Levy and other applicable Government levies.

You can apply to claim a tax deduction for after-tax contributions you make. Contributions you claim as a tax deduction are treated as concessional contributions, so they're taxed at 15% and contribute to your before-tax (concessional) contributions cap. Think about what this tax treatment could mean for you.

Before you apply to claim the tax deduction you need to make sure you meet the eligibility criteria and notify us of your intent to claim it (using a form from the ATO). For details read the *How super is taxed* fact sheet at cbussuper.com.au/forms.



There are limits on how much you can contribute to your super (contribution caps). If you contribute more than these limits you may pay extra tax.

Tax on withdrawals

Age 60 or over: withdrawals are generally tax-free. Under age 60: tax is deducted from withdrawals before we pay them to you as follows.

| Component | Tax if you're under 60 |
|-----------|---|
| Tax-free | No tax payable. |
| Taxable | Less than preservation age: taxed at 20%.* Between preservation age and 59: the first \$210,000† is generally tax-free and the balance is taxed at 15%.* |

* Plus Medicare Levy.

† Tax-free threshold for 2019/20.

Tax on investment earnings

Investment earnings are taxed at up to 15%, which is deducted from crediting rates before being applied.



You should read the important information about *How super is taxed* before making a decision. Go to cbussuper.com.au/tax or ato.gov.au. The material relating to *How super is taxed* may change between the time you read this PDS and the day you acquire the product.

8. Insurance in your super




Cover you can count on

Why have insurance through Cbus? Here are some of the many benefits:

- Everyone's different, so you can change your cover to suit you.
- Our size means we can negotiate a better deal for members, with premiums paid from your super, not your salary.
- In 2018/19 we paid \$246 million in claims to 2,553 members and their families.
- We know your industry and cover jobs that others may not.

Apply for cover when you join

If you're eligible, insurance through Cbus Personal Super can cover you for:

| Your life | | Your income |
|---|--|---|
|  |  |  |
| Death | Terminal illness | Total and permanent disablement (TPD) |
| Lump sum: to your dependants if you die | Lump sum: if you have death cover and are diagnosed as terminally ill* | Lump sum: if you're permanently disabled and can't work anymore† |

* With a life expectancy of 24 months or less from when you were diagnosed.

† Conditions apply.

This section summarises your insurance options, but you should read the *Insurance guide (Personal Super)* for detailed information about insurance including:

- the amount of cover available and how much it costs
- eligibility, exclusions and other terms and conditions
- when cover starts and stops
- how to change your occupation category or amount of cover, and
- cancellation of insurance.

Cost-effective cover based on your work

With Cbus, you can choose from three occupation categories to suit the risks of your job. This means you could pay less for your insurance or get more cover for the same cost. You'll be covered under the manual category if you're eligible for cover and don't choose a different category when you apply.

On the tools?

Mainly out on site



Manual

- You do manual or physical work, and
- You don't qualify for any other category.

Examples

Bricklayer,
Plasterer,
Carpenter,
Plumber

Not on the tools?

Mainly in the office



Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category.

Examples

Bookkeeper, Quantity surveyor, Payroll administrator

Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification

Examples

Accountant, Architect, HR manager, Lawyer



Some words in this section (such as **compulsory super**, **normal job** and **senior manager or executive**) have specific meanings that you need to understand. Please read the *Insurance guide (Personal Super)* to learn more.

Applying for cover

You can apply for insurance cover online by logging in to Member Online at cbussuper.com.au/login.

Alternatively, complete an *Application to increase insurance cover for Industry and Personal Super members*, available at cbussuper.com.au/forms (or call us for a copy).

You'll need to tell us about your health when you apply, and our insurer may ask you for more information or medical tests to help them assess your application. You may also need to provide some financial details.

How much cover can I get?

You can apply for up to \$5 million death cover and \$2 million TPD cover (subject to conditions). How much cover you receive will depend on your age, your occupation and the number of units you choose. This table shows some examples of how much cover one unit of death and TPD cover provides for different ages and occupation categories.

| Age | Manual | | Non-manual | | Professional | |
|-----|----------|----------|------------|-----------|--------------|-----------|
| | Death | TPD | Death | TPD | Death | TPD |
| 30 | \$52,000 | \$36,400 | \$119,400 | \$119,400 | \$149,250 | \$149,250 |
| 40 | \$52,000 | \$31,200 | \$75,500 | \$75,500 | \$94,375 | \$94,375 |
| 50 | \$52,000 | \$26,000 | \$59,800 | \$47,300 | \$74,750 | \$59,125 |

See the full scale and cover amount for your age in the *Insurance guide (Personal Super)* at cbussuper.com.au/pcover.



Insurance needs calculator

Work out how much you might need to protect you and your family using our *Insurance needs calculator* available at cbussuper.com.au/calculators

How much does it cost?

The cost of your insurance depends on the type of cover you apply for, how many units you choose, and your occupation category.

| Occupation category | Death and TPD cost per unit | Death only cost per unit |
|---------------------|-----------------------------|--------------------------|
| Manual | \$2.68 a week | \$1.33 a week |
| Non-manual | \$2.68 a week | \$1.55 a week |
| Professional | \$2.68 a week | \$1.55 a week |

If you choose insurance in your super, the cost will be paid out of your super account, and will affect your overall balance.

When cover starts

Your cover will start from the date your insurance application is accepted by the insurer, as long as you have at least \$250 in your Cbus account within 31 days of when we accept your application.

We'll let you know in writing whether your application has been accepted. If it has, we'll also confirm the date your cover starts, the occupation category you're covered under, and how much cover you have.

Apply for cover after you join

To apply for cover after you join, log into your account at cbussuper.com.au/login or complete an *Application to increase insurance cover for Industry and Personal members* available online or call us.

Similarly, if you already have insurance elsewhere, you can apply to transfer your existing cover from another super fund or insurance policy.

Just log into your account at cbussuper.com.au/login or complete the relevant form available online or call us.

Keep your cover, even when life changes

Your insurance cover will stop if your account doesn't receive a contribution or roll in for 16 months (i.e. your account becomes inactive) and you haven't elected to keep your cover.

We can keep you covered – even if you stop work or change jobs – if you tell us you want to keep your cover on your *Application to increase insurance cover for Industry and Personal members*.

You can change your mind and cancel or reduce your cover at any time. Your cover could also stop for other reasons – see the *Insurance guide (Personal Super)* for details.

Keep in mind that if your cover stops and you want to be insured again, you'll need to reapply and provide new health information.

i

The cost of cover will come out of your account unless you cancel it (or it stops for another reason). When deciding what cover is right for you – now and in the future – think about the benefits of being covered and the impact of insurance costs on your retirement savings.

i

You should read the important information about *Insurance in your super* before making a decision, including the amount and costs of cover, when cover stops and starts, changing your cover, making a claim, and any other terms and conditions of Cbus' insurance policies. Read the *Insurance guide (Personal Super)* at cbussuper.com.au/pcover for more information. The material relating to *Insurance in your super* may change between the time you read this PDS and the day you acquire the product.



9. How to open an account



Save time and join online

Instead of completing the forms in this PDS, just join online in minutes at cbussuper.com.au/join

If you prefer, you can fill in the attached forms:

- **Join Cbus Personal Super:** to open your account.
- **Rollover your super to Cbus:** to close an existing super account and roll it over to Cbus.

Contact us if you're not satisfied

We strive to provide great service for every member. If you're dissatisfied with any aspect of the Fund:

- Write to the Cbus Complaints Officer, Cbus, Level 28, 2 Lonsdale Street, Melbourne VIC 3000
- Call **1300 361 784** from 8am to 8pm AEST/AEDT (within Australia)
Open Monday to Friday, closed national public holidays
- Submit your complaint online at cbussuper.com.au/complaint

If you're not satisfied with the outcome, your complaint may be considered by the Australian Financial Complaints Authority (AFCA). AFCA is an independent dispute resolution body set up by the Federal Government to provide a free, impartial and binding dispute resolution service for financial services.

- Write to GPO Box 3 Melbourne VIC 3001
- Email info@afca.org.au
- Call **1800 931 678**
- Website afca.org.au



You should read the important information about *How to make a complaint*. Go to cbussuper.com.au/complaint to read more. The material relating to *How to make a complaint* may change between the time you read this PDS and the day you acquire the product.

Cooling off

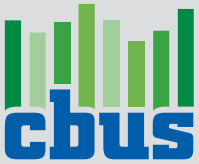
If you change your mind about Cbus, by law you can stop your membership within the later of:

- 14 days from when Cbus confirms we have accepted it
- 19 days from the date Cbus receives your membership application.

If you want to cancel your membership, please contact us. Any preserved benefit you have can only be rolled over to another regulated super fund.

Privacy

We collect, store and disclose the personal information you provide only to administer your account and in accordance with the *Cbus Privacy Policy*. Except where required by law, your personal information will not be used for any other purpose. For more details, please refer to the *Cbus Privacy Policy and Personal Information Collection Statement* at cbussuper.com.au/privacy or call **1300 361 784** for a copy.



Join Cbus Personal Super

REQUIRED

This membership application is part of the *Cbus Personal Super Product Disclosure Statement (PDS)* dated 1 February 2020. Please read the PDS before you complete this form.

Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.



Did you know you can join online? Visit cbussuper.com.au/join — it's quick and easy.

I am joining as a:

- Self-employed member (but not a sole trader or unincorporated partnership)*
- Personal member (that is, not receiving employer contributions)*

* If you trade in your own right as a sole trader or in an unincorporated partnership, or if you receive employer contributions, please call us or visit cbussuper.com.au/pds for a copy of the relevant PDS and application form.

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other

Date of birth D D / M M / Y Y Y Y

Gender Male Female

Given name(s)

Family name

Home phone () Mobile

Residential address (compulsory)

Street number Street name

Suburb/town State Postcode

Postal address (if different from residential)

Email address (providing your email means you give permission for Cbus to use it)

Step 2: Communications

You can change your statement and marketing preferences through your online account at any time.

How do you want to receive your statements? Email Post

Do you want to receive info from Cbus about products and services not related to your membership? Yes No

Do you want to receive The New Daily (TND)? (A free online newspaper, providing general and financial content.) Yes No
To get started, your personal details will be provided to TND.

Step 3: Choose your non-binding beneficiaries: who gets your super if you die?

A non-binding nomination means we'll consider who you list but we'll also consider others who have a legal right to your super if you die.

| Legal Personal Representative | | | <input type="text"/> | <input type="text"/> | % |
|--|----------------------|--|----------------------|----------------------|----------------------|
| Dependants: Given name and initial(s) (eg Sam R) | Family name | Relationship to you (spouse, child, etc) | <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"/> | <input type="text"/> | <input type="text"/> |

Attach another page if you have more than three beneficiaries. You can change your nominations at any time online or by calling us. **Must add up to** 1 0 0 . 0 0 %

Step 4: Consider giving us your tax file number

Providing your tax file number (TFN) can result in paying less tax and allows you to top up your super with your take-home pay. You don't have to give us your TFN. (See Section 7 of the PDS for details.)

My TFN is:

| | | | | | | | | | | | |
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I give Cbus permission to use my TFN to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results

Yes No

Super held by the ATO will be combined into your Cbus account automatically. Super with other funds will be combined on your request. We will store this consent and you can change this permission at any time once you have set up your online account or call us.

Step 5: Make your first super payment

Your first super payment of at least \$250 is:

a) A personal contribution (made personally by you).

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b) A rollover from another super fund. Please fill in the attached *Rollover your super to Cbus* form and include it with this application.

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- Any insurance cover you've applied for won't start unless accepted by the insurer and your account balance is at least \$250 within 31 days of us accepting your accurately completed *Application to increase insurance cover*.
- Please make cheques payable to Cbus Superannuation Fund.

Step 6: Choose how you'd like to make ongoing payments

If you plan to keep making contributions, choose how you would like to pay them. If you use direct debit, complete a direct debit application on the next page.

Direct debit from my bank, building society or credit union. Please check your financial institution offers this option before you complete your direct debit request over the page.

Direct payment to Cbus. To use this option download a deposit slip from cbussuper.com.au/deposit or call us for a copy.

BPAY®

You can use BPAY after your account is set up – call us for details.
© Registered to BPAY Pty Ltd ABN 69 079 137 518

Step 7: Consider choosing how to invest your account

If you don't make a selection from the options below your super will be invested in the Growth (Cbus MySuper) option. Before making your investment choice selection we strongly recommend you read the *Investment Handbook* at cbussuper.com.au/investments and seek advice.

Complete this section if you want to change from Growth (Cbus MySuper).

| | Proportion | | | | | |
|----------------------------------|---|-------------|--|--|--|---|
| Cash Savings | <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table> | | | | | % |
| | | | | | | |
| Conservative | <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table> | | | | | % |
| | | | | | | |
| Conservative Growth | <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table> | | | | | % |
| | | | | | | |
| Growth (Cbus MySuper) | <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table> | | | | | % |
| | | | | | | |
| High Growth | <table border="1"> <tr> <td></td><td></td><td></td><td></td> </tr> </table> | | | | | % |
| | | | | | | |
| Total must add up to 100% | | 100% | | | | |

Cbus Self Managed

Cbus Self Managed is an investment option that allows eligible Cbus members to invest their super directly in a range of key asset classes. To apply to invest in Cbus Self Managed just register online after joining.

For more information read the *Cbus Self Managed Investment Guide* available from cbussuper.com.au/cbusselfmanaged.

Step 8: OPTIONAL: Consider setting up a direct debit to your Cbus super account



Read the *Direct debit service agreement* thoroughly

You can find the *Direct debit service agreement* online at cbussuper.com.au/forms or call us for a copy. The agreement is designed to explain what your obligations are when undertaking a direct debit arrangement with us. It also details what our obligations are to you as your direct debit provider. The agreement forms part of the terms and conditions of your direct debit request and should be read in conjunction with your direct debit request. You can only make personal contributions via direct debit - you cannot make salary sacrifice contributions this way.

We can only accept direct debit contributions if you've provided your tax file number (TFN) and confirm you're eligible. If your circumstances change, please contact us immediately. The Government also limits how much you can contribute to super without paying extra tax - visit ato.gov.au.

Have you provided Cbus with your TFN?

Yes No To provide it visit cbussuper.com.au/tfn or call **1300 361 784**.

Select the statement below that applies to you:

- I'm under age 65 I'm age 65 to 74 **and** I've been gainfully employed for at least 40 hours in 30 consecutive calendar days during the current financial year I'm age 65 to 74 **and** I was gainfully employed for at least 40 hours in 30 consecutive calendar days during the previous financial year **and** my total super balance was less than \$300,000 at the end of the previous financial year **and** I've not used the work test exemption in a previous financial year.

How much do you want to be deducted? \$, .

How often do you want the above amount to be deducted?

On-demand
(This is a one-off instruction)

OR

Twice monthly
 Monthly
 Quarterly

When do you want to start your first deduction?

7th
 14th
 21st
 28th

Your payments will be deducted at the first available opportunity, according to the frequency and start date you select. If any of these dates fall on a weekend or public holiday, the payment will be processed the next business day.

Name of your bank, building society or credit union (this must be an account held in Australia)

Financial institution address

Suburb/town

State

Postcode

Name bank account is held in (for example, Fred Smith, or ABC Pty Ltd)

BSB

Account number

- I request and authorise Cbus to arrange for the amount selected above to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified above, subject to the terms and conditions of the *Direct debit request service agreement*.
- Where contributions are being deducted from my business account, I acknowledge that these contributions are after-tax personal contributions and have been correctly accounted for and recorded for tax purposes. I acknowledge that I am responsible for any tax liabilities on these contributions.

By signing this direct debit request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and United Super Pty Ltd ABN 46 006 261 623 atf Cbus, as set out in this request and in your *Direct debit request service agreement*.

Visit cbussuper.com.au/forms for a copy or call us on **1300 361 784**.

Your signature



Sign here:

Date

/ / 2 0

Joint account signature (if applicable)



Sign here:

Date

/ / 2 0

Step 9: Sign and date this form

I want to open a Cbus Personal Super account on the terms and conditions in the Trust Deed and confirm that:

- I have read the *Cbus Personal Super PDS* dated 1 February 2020 and the additional information incorporated by reference which I needed to make decisions about my application.
- I have read the Trustee's Privacy Statement set out in the *Cbus Privacy policy and Personal information collection statement* and I consent to the collection, use and disclosure of my personal and sensitive information by the Trustee in the manner described in the Privacy Statement.
- I am entitled to only one super membership in Cbus (except for Cbus Super Income Stream) and Cbus may close duplicated accounts.
- I have read and understood the investment options.
- I understand Cbus is responsible for each investment option's strategic asset allocation and objectives, and for choosing the investment managers, but not for my choice of investment option.
- I have considered my own personal circumstances, needs and objectives (with or without the assistance of a financial planner) in deciding to invest in Cbus products.
- I have answered all questions truthfully and correctly to the best of my knowledge.

By signing this application I consent to the use of my personal information to establish and run my super account.



Sign here:

Date

D D / M M / 2 0 Y Y

Membership application cannot be approved unless this form is completed, dated and signed.



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**



Rollover your super to Cbus

OPTIONAL

Complete this form to transfer money from your other super funds to your Cbus account.
Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.

! Did you know you can combine your super online? It's quick and easy – log in at cbussuper.com.au/login

Step 1: Provide your personal details

Title Mr Mrs Miss Ms Other Date of birth / / Gender Male Female

Given name(s)

Family name

Other previous name(s)

Home phone () Mobile

Email address (providing your email means you give permission for Cbus to use it)

Tax file number (if you haven't already provided it)

! You don't have to give us your tax file number, but there may be tax consequences. Visit cbussuper.com.au/tfn for details.

Residential address

Street number Street name

Suburb/town State Postcode

Previous address (if you know that the address held by your FROM fund is different from your current residential address)

Street number Street name

Suburb/town State Postcode

Step 2: Provide your fund details

You can provide the details of up to two different funds to transfer your super from. To transfer your super from more than two funds you can attach another form or log into your account and combine your super online.

FROM (transferring)

Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

FROM (transferring)

Fund name

Membership or account number

Fund phone number

Australian business number (ABN)

Unique Superannuation Identifier (USI)

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

Whole or partial balance rollover

Whole – transfer the whole balance of this account, which will close your other super account.

Partial – transfer this amount: \$, , .

TO (receiving)

Fund name **CBUS**

Membership or account number

Australian business number (ABN) **75 493 363 262**

Fund phone number **1 3 0 0 3 6 1 7 8 4**

Unique Superannuation Identifier (USI) **CBU0100AU**

Step 3: Allow us to search for any other super you have

I give Cbus permission to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results.

Yes No

This permission will be ongoing and can be revoked by me at any time. Any super held by the ATO may be automatically combined into my Cbus account. Any super found with other funds will not be automatically combined into my Cbus account and it will be up to me to request to consolidate it.

Step 4: Sign and date this form

Important: This transfer may close your FROM account and cancel any insurance or any other entitlements associated with that account (you will need to check this with your FROM fund).

By signing this request form I confirm:

- I have fully read this form and the information completed is true and correct.
- I am aware I may ask my other superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my insurance cover and other benefits, and have obtained or do not require any further information.
- If I have provided it I consent to my tax file number being disclosed for the purposes of consolidating my account.
- I discharge the other superannuation provider of all further liability in respect of any benefits paid and transferred to my Cbus account.
- I have read and understand the important information I need to consider when transferring my super (see below).
- I have considered where my future employer contributions will be paid.
- I am aware and confirm that by rolling over from another super fund, any existing insurance with that fund will be cancelled. I therefore do not intend to transfer existing Death and Total and Permanent Disablement insurance to Cbus.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

Privacy

Please refer to the *Cbus Privacy Policy and Personal Information Collection* statement at cbussuper.com.au/privacy for details about how Cbus collects and discloses personal information or contact us on **1300 361 784** for a copy.



Sign here:

Date

/ / 20

Things you need to consider when transferring your super

When you transfer your super, your insurance and other entitlements under that fund may cease. You need to consider all relevant information before you make a decision to transfer your super.

- **Fees** – your FROM fund must give you information about any administration, exit or withdrawal fees. Differences in super fees or insurance premiums can have a significant effect on what you will have to retire on. For example, a 1% reduction in fees may significantly increase your final benefit.
- **Insurance cover** – your FROM fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to close that account, you may lose any insurance entitlements you have with them, or you may be able to transfer your insurance benefits across to Cbus. If you are going to apply to transfer your cover, **DO NOT** submit this super rollover form until the insurer accepts your application. For information about cost and amount of cover, visit cbussuper.com.au/insurance. To check if you're eligible, go to cbussuper.com.au/forms and search for *Application to transfer existing insurance cover*.

What happens if I don't provide my tax file number (TFN)?

You are not obliged to provide your TFN to Cbus, but if you don't, you may be taxed at a higher rate. Learn more at cbussuper.com.au/tfn.

Under the *Superannuation Industry (Supervision) Act 1993*, Cbus is authorised to collect your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The TFN may be disclosed to another super provider, when your benefits are being transferred, unless you request in writing that your TFN is not to be disclosed to any other trustee.

What happens to my future employer contributions?

Using this form to transfer your super will not change the fund to which your employer pays your contributions. To change the fund your super is paid into, speak to your employer about your options, and provide them with a completed *I want my super paid into Cbus* form, available at cbussuper.com.au/forms.

Have you changed your name or are you signing on behalf of another person?

If you have changed your name, you'll need a certified copy of your:

- marriage certificate, or
 - decree absolute (divorce certificate), or
 - deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office
- AND
- either a current driver's licence or passport.

If you're signing on behalf of another person, you'll need a certified copy of either guardianship papers, or a Power of Attorney.

This form can NOT be used to:

- transfer super amounts if you don't know where they are
- change the fund to which your employer pays contributions on your behalf
- open a super account, or
- transfer super amounts under certain conditions or circumstances, for example if there is a super agreement under the *Family Law Act 1975* in place.



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: cbussuper.com.au/contact

Contact Cbus



1300 361 784 8am to 8pm (AEST/AEDT)
Monday to Friday, closed on national public holidays



cbusenq@cbussuper.com.au
cbussuper.com.au



Cbus, Locked Bag 5056
PARRAMATTA NSW 2124



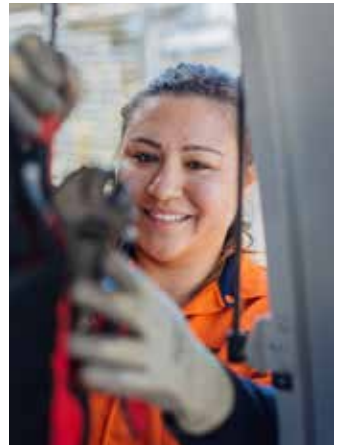
Visit Cbus in person in Adelaide, Brisbane,
Melbourne, Perth and Sydney.
Details: **cbussuper.com.au/contact**



Join Cbus Sole Trader Super

Product Disclosure Statement: 1 February 2020

Issued by Cbus' Trustee:
United Super Pty Ltd
ABN 46 006 261 623
AFSL 233792
Cbus ABN 75 493 363 262
MySuper authorisation
75 493 363 262 473
1207.2 02-20 ISS7



Super that's built tough

- low fees
- insurance for your industry
- history of strong returns
- investment in industry jobs

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About this guide

This product disclosure statement (PDS) is a summary of significant information about Cbus and contains references to important information which also forms part of this PDS. You should consider this information before making a decision. If you want a printed copy of this PDS or other information referenced, please call or email us.

The content of this PDS is general information only and does not take into account your financial situation or needs. You should get financial advice tailored to your own personal circumstances. Use of 'us', 'we', 'our' or 'the Trustee' is a reference to United Super Pty Ltd.

Information in this PDS may change from time to time. Get the latest updates at cbussuper.com.au/pds or contact us for a copy.

Cbus achieves the highest ratings by the experts



SuperRatings does not issue, sell, guarantee or underwrite this product. Go to superratings.com.au for details of its ratings criteria.

1. About Cbus

Cbus is the industry super fund for the Australian building, construction and allied industries.

Founded in 1984 for workers, Cbus has low fees and we're run to benefit our 761,000 members. Now managing more than \$50 billion of members' super, we've achieved strong investment performance over the long term.

Committed to building a better future for our members, we invest in property projects around the country, creating jobs for the people who build Australia.

With more than 145,000 employers signed up, Cbus might just be the last super fund you ever need – if you can choose super when you change jobs, you can choose Cbus.

Who is Cbus Sole Trader Super for?

Cbus Sole Trader Super is for sole traders who are making their own super contributions to Cbus. If you're not currently working, have an employer who'll be contributing to Cbus, or you're nearing retirement, one of our other super products may be more suitable.

You must meet these requirements to become a member of Sole Trader Super:

- you trade in your own right as a sole trader or in an unincorporated partnership in which you and your partners bear full responsibility for all of your business actions and liabilities
- your business doesn't provide services exclusively to one client or organisation
- your business hasn't been established under a company structure in which you're a shareholder, director or employee, and
- you're not eligible to receive compulsory super payments (or comparable contributions) from any employer into any super fund for your main job.



Save time and join online

Instead of completing the forms in this PDS, just join online in minutes at cbussuper.com.au/join

Important information to read

Visit cbussuper.com.au/fund for information including: the Trust Deed (and governing rules), *Annual Report*, *Financial Services Guide*, service providers, details of appointment attendance, remuneration of our directors, and remuneration of our executives. You can also visit cbussuper.com.au/dashboard to access our MySuper product dashboard.

2. How super works

You can choose your own super

Super helps you save for retirement. That's why the Government takes less tax from super than other types of investments. If you're a sole trader or in an unincorporated partnership you can choose your own super fund. Cbus Sole Trader Super lets you choose how much and how often you would like to invest into your super.

You can build your account with extra contributions

You can get more super by putting in extra money (see page 9 for limits). There are two ways:

- from your before-tax salary: which may save tax for some people using salary sacrifice
- from your after-tax salary: which the Government may match with a co-contribution of up to \$500 for some people.

Combine your super accounts to save

If you've had more than one job, you may have more than one super account – and you could pay fees on every one of them. We can help you find your other super accounts. Ask us to on the attached form when you fill it out.

Super's usually for your retirement

To access your super savings, you will generally need to reach your preservation age (age 60 if you were born after 1965), or age 65. Early access is possible under severe financial hardship, terminal illness, permanent incapacity or on compassionate grounds.

You can also stay with Cbus when you finish work

You can turn your super into a tax-free income that gives you regular payments after age 60 with Cbus. With a Cbus Super Income Stream account, you can stay with Cbus as you transition or after you retire.

Keep track of your super

If we can't contact you for a long time, we may be required to transfer your super to the Australian Taxation Office (ATO). This will close your account, end your insurance cover and access to all the other benefits.

It could also be transferred out of Cbus (to the ATO or an eligible rollover fund) if you don't have insurance through Cbus, your balance is under \$6,000 and there has been limited activity in your account (e.g. you haven't received a contribution) for 16 months or more.



You should read the important information about *How super works* before making a decision. Go to cbussuper.com.au/superworks. The material relating to *How super works* may change between the time you read the PDS and when you acquire the product.

3. Benefits of investing with Cbus



Low fees and no entry fees

We keep costs low so more of your super stays where it belongs: in your account.

9.23%

Strong long-term investment performance

Our Growth (Cbus MySuper) option has returned an average of 9.23% each year for the past 35 years.*



Creating jobs in your industry

Our direct property investment company, Cbus Property Pty Ltd, has created thousands of construction jobs across Australia.†



Insurance built for your industry

We offer flexible death, disability and income protection cover that's built for your industry and covers jobs that other super funds may not.



Financial advice that's in your interests

Call us for help and advice about your account – Cbus Advice Services will present the best outcome for you, not Cbus.



Digital services make it easy

Manage your super account your way. Register online at cbussuper.com.au/login or search for Cbus in your app store.



Regular, personalised updates

You'll get two updates a year, along with personalised account videos and retirement income estimates for most members.

* From inception in 1984 to 30 June 2019. The average annual return is based on the crediting rate, which is the return minus investment fees, the percentage-based administration fees and taxes. Excludes weekly administration fees. Past performance is not a reliable indicator of future performance. See page 6 for details.

† Cbus Property Pty Ltd is a wholly-owned subsidiary of United Super Pty Ltd and has responsibility for the development and management of Cbus' direct property investments.

4. Risks of super

All investing has risk. Understanding risk helps you to make better investment decisions.

We invest your super in different asset classes and each has a different level of risk and expected return. Shares, property and some alternative investments can have high returns, but also more risk of a negative return or loss in the short term. Cash and fixed interest investments generally have more stable but lower long-term returns.

When investing in super (including Cbus) it's important to consider:

- the value of your investment can change as returns aren't guaranteed and you may lose some of your money
- the level of investment returns can vary – future returns can be different to past returns
- contributions and investment returns may not grow your super enough to fully support you when you retire and your savings might not last long enough, and
- super laws may change in the future.

So, when you come to choose investment options, it's important to think about:

- how old you are now and how long you plan to invest – to retirement or longer
- other investments you have outside super, such as savings, property or shares, and
- how much risk you want to take to achieve the return you want.

5. How we invest your money

You can choose from a range of investment options:


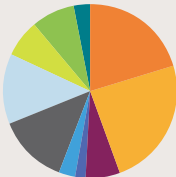
- Cash Savings
- Conservative
- Conservative Growth
- Growth (Cbus MySuper)
- High Growth
- Cbus Self Managed – for even more control, you can choose from a range of Australian shares, exchange traded funds, term deposits, property and infrastructure options (conditions and extra costs apply).

We consider environmental, social and governance (ESG) factors when investing across our whole portfolio.

Growth (Cbus MySuper) is designed to suit most members

We'll invest your super in Growth (Cbus MySuper) if you don't make a choice. This option suits people who can live with occasional negative returns but want long-term returns to be higher than inflation. It invests in a range of assets including shares, property, infrastructure and cash.

Growth (Cbus MySuper)

| Risk/return |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|--|--------------|---------|---------------------|------|------------|-----------------|------|------------|--------------------------|-----|------------|------------------|-----|------------|----------------------|-----|------------|------------------|------|------------|------------|------|------------|-------------------------|-----|------------|------------------|-----|------------|--------|-----|------------|
| Risk level /(band)* | Medium to High (5) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objectives | Deliver a return of inflation plus: 3.25% a year over rolling 10-year periods | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Likelihood of negative returns | 3 to 4 in every 20 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Minimum timeframe | Invested for at least 7 years | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Strategic Asset Allocation and range at 1 February 2020 |  | <table border="1"> <thead> <tr> <th></th> <th>Allocation %</th> <th>Range %</th> </tr> </thead> <tbody> <tr> <td>■ Australian shares</td> <td>20.5</td> <td>5.5 – 35.5</td> </tr> <tr> <td>■ Global shares</td> <td>24.0</td> <td>9.0 – 39.0</td> </tr> <tr> <td>■ Emerging market shares</td> <td>6.5</td> <td>0.0 – 16.5</td> </tr> <tr> <td>■ Private equity</td> <td>2.0</td> <td>0.0 – 12.0</td> </tr> <tr> <td>■ Alternative growth</td> <td>3.0</td> <td>0.0 – 13.0</td> </tr> <tr> <td>■ Infrastructure</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Property</td> <td>13.0</td> <td>0.0 – 28.0</td> </tr> <tr> <td>■ Mid-risk alternatives</td> <td>7.0</td> <td>0.0 – 17.0</td> </tr> <tr> <td>■ Fixed interest</td> <td>8.0</td> <td>0.0 – 23.0</td> </tr> <tr> <td>■ Cash</td> <td>3.0</td> <td>1.0 – 18.0</td> </tr> </tbody> </table> | | Allocation % | Range % | ■ Australian shares | 20.5 | 5.5 – 35.5 | ■ Global shares | 24.0 | 9.0 – 39.0 | ■ Emerging market shares | 6.5 | 0.0 – 16.5 | ■ Private equity | 2.0 | 0.0 – 12.0 | ■ Alternative growth | 3.0 | 0.0 – 13.0 | ■ Infrastructure | 13.0 | 0.0 – 28.0 | ■ Property | 13.0 | 0.0 – 28.0 | ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | ■ Fixed interest | 8.0 | 0.0 – 23.0 | ■ Cash | 3.0 | 1.0 – 18.0 |
| | Allocation % | Range % | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Australian shares | 20.5 | 5.5 – 35.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Global shares | 24.0 | 9.0 – 39.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Emerging market shares | 6.5 | 0.0 – 16.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Private equity | 2.0 | 0.0 – 12.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Alternative growth | 3.0 | 0.0 – 13.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Infrastructure | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Property | 13.0 | 0.0 – 28.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Mid-risk alternatives | 7.0 | 0.0 – 17.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Fixed interest | 8.0 | 0.0 – 23.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ■ Cash | 3.0 | 1.0 – 18.0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Average annual return (based on annual crediting rates to 30 June 2019) | Over 10 years: 9.39% (inflation + 7.25%) Over 35 years: 9.23% Visit cbussuper.com.au for the latest returns. Past performance is not a reliable indicator of future performance. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

* This is an industry standard to group options that are expected to have a similar number of negative returns over 20 years – from 1 (very low risk) to 7 (very high risk). It measures some but not all investment risks.

Investment options may change as our investment strategy changes. We'll contact you or post updates at cbussuper.com.au for significant changes.



You can change investments through your online account or by completing an *Investment choice* form. The right investment choice for you will depend on its likely return, the amount of risk you're happy to take to achieve it, and how long until you retire.



You should read the important information about *How we invest your money* before making a decision. Go to cbussuper.com.au/pds to read the *Investment handbook* and the *Cbus Self Managed investment guide*. You should also read the important information about our responsible investment policy at cbussuper.com.au/esg. The material relating to *How we invest your money* may change between the time you read this PDS and the day you acquire the product.

6. Fees and costs

Consumer advisory warning

Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long-term returns. 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 may be able to negotiate to pay lower contribution fees and management costs where applicable. 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.

We only charge fees to cover costs, not to make a profit. So, you're unable to negotiate these fees. The main fees to set up and invest your account are shown below. These are based on the Growth (Cbus MySuper) option.

| Type of fee | Amount | How and when paid |
|-----------------------------|--|---|
| Investment fee* | 0.65% [†] a year (\$6.50 for each \$1,000) | Deducted from the returns before the crediting rate is applied to your account. |
| Administration fees* | \$2.00 a week Plus 0.19% of your account balance a year – up to a maximum of \$1,000 a year | Deducted from your account at the end of each month or when you close your account. |
| Buy-sell spread | Nil | n/a |
| Switching fee | Nil | n/a |
| Advice fees | Nil | n/a |
| Other fees and costs | Other fees and costs may apply (such as insurance premiums), see the <i>Additional explanation of fees and costs</i> at cbussuper.com.au/fees | |
| Indirect cost ratio* | Nil | n/a |

* If your account balance for a product is less than \$6,000 at the end of the financial year, the total combined amount of administration fees, investment fees and indirect costs charged to you is capped at 3% of your account balance. Any amount charged above this cap will be refunded to you.

[†] Estimated fee based on the actual fee from the 2018/19 financial year. The fee usually changes from year to year and is different for each investment option. The actual fee will be determined at the end of the financial year and published on your 30 June Statement.

Example of annual fees and costs for Growth (Cbus MySuper)

Below is an example of how the fees and costs can affect your super over one year. You can use this to compare Cbus with other super funds.

| Type of fee | Amount | Balance of \$50,000 |
|---------------------------------|---|---|
| Investment fee | 0.65% a year (\$6.50 for each \$1,000) | For every \$50,000 you have in the MySuper product you'll be charged \$325 each year. |
| PLUS Administration fees | \$104 (\$2.00 a week) Plus 0.19% (\$1.90 for each \$1,000 invested) | And you'll be charged \$104 (\$2.00 a week) regardless of your balance, plus \$95. |
| EQUALS Cost of product | | If your balance was \$50,000, then for that year you'll be charged fees of \$524* for the Growth (Cbus MySuper) option. |

* Additional fees may apply.

We may change fees and costs at any time. You'll get at least 30 days' notice before any increase to administration fees or insurance premiums.



You may also pay to use a financial adviser. Please refer to your planner's Statement of Advice for details of the fees and costs they will charge.



You should read the other important information about *Fees and costs* at cbussuper.com.au/fees before you make a decision. The information on fees and costs may change between the time you read this statement and the day you acquire this product.

7. How super is taxed

Super is a more tax-effective way for most people to save for retirement.



Although you don't have to, you should give Cbus your tax file number or you'll pay extra tax and won't be able to make after-tax contributions. See cbussuper.com.au/tfn for details.

Tax on money put in

Tax on money put into super is worked out using your age, income, the amount and if it's paid from your before or after-tax income. Tax is usually deducted from your account after the money has gone in. Cbus then pays the tax to the Australian Taxation Office.

Limits on how much you can put into super (for the 2018/19 financial year)

| | |
|--|---|
| Before-tax (concessional) such as employer and salary sacrifice contributions | 15%* tax on amounts up to \$25,000 a year. Amounts above this limit are added to your assessable income and taxed at your marginal rate (plus an interest charge). If your before-tax contributions are less than \$25,000 and you have less than \$500,000 in super at the end of the financial year, you can carry forward any unused amounts in your before-tax contributions caps. Unused amounts carried forward expire after five years. |
| After-tax (non-concessional) such as personal or voluntary contributions where no tax deduction has been claimed | No tax on amounts up to \$100,000 a year. If under 65, you can contribute \$300,000 in any three-year period. Contributions more than this limit are taxed at 45%.† |

* This rate may double if your income and before-tax contributions reach \$250,000.

† Plus the Medicare Levy and other applicable Government levies.

You can apply to claim a tax deduction for after-tax contributions you make. Contributions you claim as a tax deduction are treated as concessional contributions, so they're taxed at 15% and contribute to your before-tax (concessional) contributions cap. Think about what this tax treatment could mean for you.

Before you apply to claim the tax deduction you need to make sure you meet the eligibility criteria and notify us of your intent to claim it (using a form from the ATO). For details read the *How super is taxed* fact sheet at cbussuper.com.au/forms.



There are limits on how much you can contribute to your super (contribution caps). If you contribute more than these limits you may pay extra tax.

Tax on withdrawals

Age 60 or over: withdrawals are generally tax-free. Under age 60: tax is deducted from withdrawals before we pay them to you as follows.

| Component | Tax if you're under 60 |
|-----------|---|
| Tax-free | No tax payable. |
| Taxable | Less than preservation age: taxed at 20%.* Between preservation age and 59: the first \$210,000† is generally tax-free and the balance is taxed at 15%.* |

* Plus Medicare Levy.

† Tax-free threshold for 2019/20.

Tax on investment earnings

Investment earnings are taxed at up to 15%, which is deducted from crediting rates before being applied.



You should read the important information about *How super is taxed* before making a decision. Go to cbussuper.com.au/tax or ato.gov.au. The material relating to *How super is taxed* may change between the time you read this PDS and the day you acquire the product.

8. Insurance in your super

Cover you can count on

Why have insurance through Cbus? Here are some of the many benefits:

- Most members get cover automatically, with no health checks and no hassle.
- Everyone's different, so you can change your cover to suit you.
- Our size means we can negotiate a better deal for our members, with premiums paid from your super, not your salary.
- In 2018/19 we paid \$246 million in claims to 2,553 members and their families.
- We know your industry and cover jobs that others may not.

Automatic cover when you join

If you're eligible, insurance through Cbus Sole Trader Super can cover you for:

| Your life | | Your income | |
|---|--|--|--|
| Death | Terminal illness | Total and permanent disablement (TPD) | Income protection (IP) |
| Lump sum: to your dependants if you die | Lump sum: if you have death cover and are diagnosed as terminally ill* | Lump sum: if you're permanently disabled and can't work anymore† | Monthly payment: if you temporarily can't work due to an accident† |
| Automatic: if you qualify | Automatic: if you qualify | Automatic: if you qualify | Automatic: if you qualify |

* With a life expectancy of 24 months or less from when you were diagnosed. † Conditions apply.

The cover available when you join is based on your age.

| Your age | Cover type | Units | Total weekly cost |
|----------|---|-------|--|
| 15 to 64 | Manual Death | 1 | \$2.68 per week |
| | Manual TPD | 1 | |
| | Manual IP (Accident only, 2-year benefit payment period, 30-day waiting period) | 6 | Depends on your age and occupation category (see <i>Cost of insurance cover</i> on page 13). |
| 65-69 | Manual Death only | 1 | \$1.33 per week |

When cover starts

If you're eligible, you'll get automatic cover as long as:

- we receive your completed *Join Cbus Sole Trader Super* form within 31 days from when you signed and dated it, and
- you have at least \$250 in your Cbus account 31 days from when we accept your application.

Otherwise you'll need to reapply.

Your cover will start from the day we accept your application to join Cbus or the day you have at least \$250 in your account, whichever is later.

Cost-effective cover based on your work

With Cbus, you can choose from four occupation categories to suit the risks of your job. This means you could pay less for your insurance or get more cover for the same cost. You'll be covered under the manual category if you're eligible for cover and don't choose a different category when you join.

On the tools? Mainly out on site



Manual

- You do manual or physical work, and
- You don't qualify for any other category.

Examples

Bricklayer, Carpenter, Plasterer, Plumber

Skilled trades (IP only)

- You do manual work or more than 20% of your work is not in an office, and
- You have any of the following qualifications relating to your work:
 - an apprenticeship
 - an Australian Recognised Trade Certificate (ARTC)
 - an Offshore Technical Skills Record (OTSR), or
 - a university degree

Examples

A fully qualified Carpenter, Electrician or Plumber

If you choose this category and qualify for cover, you'll get skilled trades IP cover and manual death and TPD cover.

Not on the tools? Mainly in the office



Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category.

Examples

Bookkeeper, Insurance broker, Tax adviser

Professional (Death and TPD only)

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification

Examples

Accountant, Architect, HR manager, Lawyer




If you choose this category and qualify for cover, you'll get professional death and TPD cover and non-manual IP cover.



Some words in this section (such as **compulsory super**, **normal job** and **senior manager or executive**) have specific meanings that you need to understand. Please read the *Insurance guide (Sole Traders)* to learn more.

Most new members are eligible for cover

You must meet some basic conditions to be eligible for cover through Cbus Sole Trader Super. You'll generally qualify for automatic death and TPD cover when you join, subject to the following:

| | If... | Then... |
|--|---|--|
|  Full cover | None of the below apply to you | <ul style="list-style-type: none"> You'll get automatic death, TPD and IP cover |
|  Some cover | <p>You're between 65 and 69</p> <hr/> <p>You're off work or on restricted duties because you're sick or injured</p> <hr/> <p>You're working less than 15 hours a week</p> <hr/> <p>You're not an Australian resident</p> <hr/> <p>You work in an excluded occupation</p> | <ul style="list-style-type: none"> You'll get automatic death cover and can apply for TPD cover, but you can't get any IP cover You'll get automatic cover, but your TPD cover will be only for injuries or illnesses that first occur after your cover starts You'll get full TPD cover when you can do your normal job again You'll get automatic death and TPD cover, but no IP cover |
|  No cover | <p>You're under 15 or over 70</p> <hr/> <p>You've received a total and permanent disablement or terminal illness payment from a super fund or insurance policy, or you're currently applying for or entitled to one</p> <hr/> <p>You have a terminal illness with a life expectancy of 24 months or less from when it was diagnosed</p> | <ul style="list-style-type: none"> Unfortunately, you can't get any insurance cover through Cbus |



Insurance needs calculator

Work out how much you might need to protect you and your family using our *Insurance needs calculator* available at cbussuper.com.au/calculators

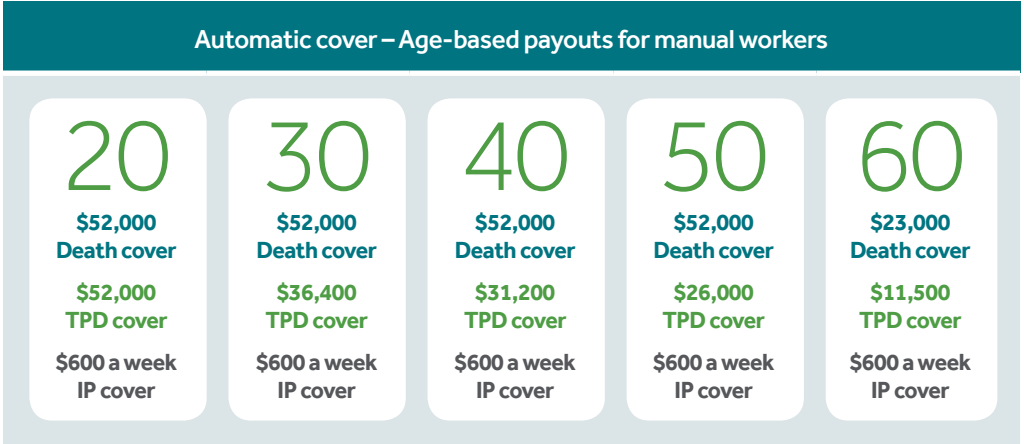
This section summarises your insurance options, but you should read the *Insurance guide (Sole Traders)* for detailed information about insurance including:

- the amount of cover available and how much it costs
- eligibility, exclusions and other terms and conditions
- when cover starts and stops
- how to change your occupation category or amount of cover, and
- cancellation of insurance.

How much does it cost?

The cost of your insurance depends on the type of cover you receive, how many units you choose and your occupation category.

Each unit covers you for a certain dollar amount, which also varies according to your age and occupation category. For example, here's what you could get at different ages if you're a manual worker:



Here's how the cost of your automatic cover is worked out:

$$\text{Total weekly cost} = \text{Death and TPD cost} + \text{IP cost}$$

Automatic cover – Weekly cost per unit

| Occupation category | | Death and TPD cover | | | | | | | | |
|---------------------|--|---------------------|--|--|--|--|------------------|--|--------|--|
| | | 15-64 Death and TPD | | | | | 65-69 Death only | | | |
| Manual | | \$2.68 | | | | | | | \$1.33 | |
| Non-manual | | \$2.68 | | | | | | | \$1.55 | |
| Professional | | \$2.68 | | | | | | | \$1.55 | |

| IP cover (accident only) | | | | | | | | | | |
|--------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Age | 15-19 | 20-24 | 25-29 | 30-34 | 35-39 | 40-44 | 45-49 | 50-54 | 55-59 | 60-64 |
| Manual | \$2.28 | \$2.22 | \$2.10 | \$2.40 | \$2.88 | \$3.60 | \$4.44 | \$5.34 | \$6.12 | \$6.18 |
| Skilled Trades | \$1.20 | \$1.14 | \$1.08 | \$1.20 | \$1.50 | \$1.86 | \$2.34 | \$2.76 | \$3.24 | \$3.30 |
| Non-manual | \$0.78 | \$0.72 | \$0.72 | \$0.78 | \$0.96 | \$1.20 | \$1.50 | \$1.80 | \$2.04 | \$2.04 |

Keep your cover, even when life changes

Your insurance cover will stop if your account doesn't receive a contribution or roll in for 16 months (i.e. your account becomes inactive) and you haven't elected to keep your cover. Your death and TPD cover could then restart if you get more super in future.

We can keep you covered – even if you stop work or change jobs – if you tell us you want to keep your cover on your application when you join Cbus.

You can change your mind and cancel or reduce your cover at any time. Your cover could also stop for other reasons – see the *Insurance guide (Sole Traders)* for details.

Making changes after you join

To apply for more cover after you join, log into your account at cbussuper.com.au/login or complete an *Application to increase insurance cover for Sole Trader Super members* available online or call us. You can apply for up to \$5 million death cover, \$2 million TPD cover and IP cover of up to 85% of salary (subject to conditions).

Similarly, if you don't want cover or already have insurance elsewhere, you can reduce or cancel some or all of your cover whenever you like. But if you change your mind and want cover later, you'll need to reapply and provide information about your health for our insurer to consider. You can also apply to transfer your existing death and TPD cover from another super fund or insurance policy.

You can decrease your IP cover when you complete your *Join Cbus Sole Trader Super* form if the default level of six units is too much cover for your level of income. All you need to do is mark the number of units you need (between one and six).

Just log into your account at cbussuper.com.au/login or complete the relevant form available online or call us.



The cost of cover will come out of your account unless you cancel it (or it stops for another reason). When deciding what cover is right for you – now and in the future – think about the benefits of being covered and the impact of insurance costs on your retirement savings.



You should read the important information about *Insurance in your super* before making a decision, including the amount and costs of cover, when cover stops and starts, changing your cover, making a claim, and any other terms and conditions of Cbus' insurance policies. Read the *Insurance guide (Sole Traders)* at cbussuper.com.au/stcover for more information. The material relating to *Insurance in your super* may change between the time you read this PDS and the day you acquire the product.



9. How to open an account



Save time and join online: Instead of completing the forms in this PDS, just join online in minutes at cbussuper.com.au/join

If you prefer, you can fill in the attached forms:

- **Join Cbus Sole Trader Super:** to open your account and work out if you're eligible for automatic insurance.
- **Adjust your cover when you join:** to receive a different level of IP cover.
- **Rollover your super to Cbus:** to close an existing super account and roll it over to Cbus.

Contact us if you're not satisfied

We strive to provide great service for every member. If you're dissatisfied with any aspect of the Fund:

- Write to the Cbus Complaints Officer, Cbus, Level 28, 2 Lonsdale Street, Melbourne VIC 3000
- Call **1300 361 784** from 8am to 8pm AEST/AEDT (within Australia)
Open Monday to Friday, closed national public holidays
- Submit your complaint online at cbussuper.com.au/complaint

If you're not satisfied with the outcome, your complaint may be considered by the Australian Financial Complaints Authority (AFCA). AFCA is an independent dispute resolution body set up by the Federal Government to provide a free, impartial and binding dispute resolution service for financial services.

- Write to GPO Box 3 Melbourne VIC 3001
- Email info@afca.org.au
- Call **1800 931 678**
- Website afca.org.au



You should read the important information about *How to make a complaint*. Go to cbussuper.com.au/complaint to read more. The material relating to *How to make a complaint* may change between the time you read this PDS and the day you acquire the product.

Cooling off

If you change your mind about Cbus, by law you can stop your membership within the later of:

- 14 days from when Cbus confirms we have accepted it
- 19 days from the date Cbus receives your membership application.

If you want to cancel your membership, please contact us. Any preserved benefit you have can only be rolled over to another regulated super fund.

Privacy

We collect, store and disclose the personal information you provide only to administer your account and in accordance with the *Cbus Privacy Policy*. Except where required by law, your personal information will not be used for any other purpose. For more details, please refer to the *Cbus Privacy Policy and Personal Information Collection Statement* at cbussuper.com.au/privacy or call **1300 361 784** for a copy.



Join Cbus Sole Trader Super

REQUIRED

This membership application is part of the *Cbus Sole Trader Super Product Disclosure Statement (PDS)* dated 1 February 2020. Please read the PDS before you complete this form.

Please use black or blue pen and CAPITAL letters. Use an X in boxes where required.



Did you know you can join online? Visit cbussuper.com.au/join — it's quick and easy.

Step 1: Check you're eligible to join Cbus Sole Trader Super

1. Do you trade in your own right as a sole trader or in an unincorporated partnership in which you and your partners bear full responsibility for all of your business actions and liabilities? Yes No
2. Does your business provide services exclusively to one client or organisation? Yes No
3. Has your business been established under a company structure in which you're a shareholder, director or employee of that company? Yes No
4. For your primary occupation, are you eligible to receive compulsory super contributions into Cbus or any other super fund? Yes No

If you answered **NO** to question 1 or **YES** to question 2, 3 or 4, you're not eligible to join Cbus Sole Trader Super. Consider joining Cbus Industry or Personal Super. To check the right super plan for you, please visit cbussuper.com.au

Step 2: Provide your personal details

Title Mr Mrs Miss Ms Other Date of birth / / Gender Male Female

Given name(s)

Family name

Home phone () Mobile

Residential address (compulsory)

Street number Street name

Suburb/town State Postcode

Business or Postal address

Email address (providing your email means you give permission for Cbus to use it)

Your employment status Full-time Part-time Casual Your job title/occupation

Step 3: Communications

You can change your statement and marketing preferences in your online account at any time.

- How do you want to receive your statements? Email Post
- Do you want to receive info from Cbus about products and services not related to your membership? Yes No
- Do you want to receive The New Daily (TND)?** (A free online newspaper, providing general and financial content.) To get started, your personal details will be provided to TND. Yes No

Step 4: Consider giving us your tax file number

Providing your tax file number (TFN) can result in paying less tax and allows you to top up your super with your take-home pay. You don't have to give us your TFN. (See Section 7 of the PDS for details.) My TFN is:

I give Cbus permission to use my TFN to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results. Yes No

Super held by the ATO will be combined into your Cbus account automatically. Super with other funds will be combined on your request. We will store this consent and you can change this permission at any time once you have set up your online account or call us.

Step 5: Check if you can get automatic insurance cover

Answer the following questions to see if you're eligible for automatic cover.

Have you ever received a payment for a total and permanent disablement (TPD) or terminal illness, or are you currently applying for or entitled to one? Yes No > You're not eligible for automatic cover. Go to **step 7**.

Have you been diagnosed with a terminal illness with a life expectancy of 24 months or less from when it was diagnosed? Yes No > You're not eligible for automatic cover. Go to **step 7**.

Answer the following questions to see what sort of cover you may be able to get.

Are you working at least 15 hours a week? Yes No > You may get death and TPD cover but no IP cover.

Are you an Australian resident?
(This an Australian citizen or permanent resident within the meaning of section 30 of the *Migration Act 1958*, or someone living in Australia on an approved working visa.) Yes No > You may get death and TPD cover but no IP cover.

Do you work in an excluded occupation?
(See the *Insurance guide (Sole Traders)* for a list of these occupations.) Yes No > You may get death and TPD cover but no IP cover.

Are you off work or on restricted duties because you're sick or injured?
(See page 12 of this PDS for details of cover in this situation.) Yes No > You're eligible for death and new events TPD cover.

Which occupation category currently describes your work?

We'll check your occupation category if you make a claim, so any insurance payment may be reduced if you weren't eligible for the category you selected. Contact us if you're not sure which category applies to you.

Manual

- You do manual or physical work, and
- You don't qualify for any other category.

Non-manual

- You do only administrative, managerial or professional work (and no manual work)
- At least 80% of your work is in an office, and
- You don't qualify for the professional category.

Skilled trades

- You do manual work or more than 20% of your work is not in an office, and
- You have any of the following qualifications relating to your work:
 - an apprenticeship
 - an Australian Recognised Trade Certificate (ARTC)
 - an Offshore Technical Skills Record (OTSR), or
 - a university degree

Professional

- You do only desk-based professional work (and no manual work)
- At least 80% of your work is in an office
- Your annual taxable income is more than \$100,000 (pro rated if part time), and
- You're a senior manager or executive, or have a university degree or higher qualification

! Some words (such as senior manager or executive) have specific meanings, so you should read your insurance guide to understand them.

Do you want to keep your insurance cover if your account becomes inactive?

Yes

If your account becomes inactive (i.e. it doesn't receive contributions or a roll in for 16 months) any cover – including any future cover – will stop unless you've elected to keep it (see page 14). You can change your mind and cancel cover at any time.

! Please consider what insurance is right for your circumstances and the impact insurance premiums can have on your account balance.

Step 6: Choose how much cover you want

Death and TPD: If you qualify for automatic cover, you'll get 1 unit of death and TPD. To apply for more cover, you'll need to complete an *Application to increase cover* and answer some extra health questions.

Income Protection: You can choose up to 6 units of accident only IP cover on this form.

| Choose how many units of IP cover you want | <input type="checkbox"/> 6 (default) | <input type="checkbox"/> 5 | <input type="checkbox"/> 4 | <input type="checkbox"/> 3 | <input type="checkbox"/> 2 | <input type="checkbox"/> 1 |
|---|--------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Maximum IP payment per week if you have an accident | \$600 | \$500 | \$400 | \$300 | \$200 | \$100 |

If you don't make a choice, you'll receive the automatic amount of 6 units of accident only IP cover. If you'd like more than 6 units of accident only cover, or you'd like accident and illness cover, you'll need to complete an *Application to vary Income Protection cover* and answer some extra health questions. See the *Insurance guide (Sole Traders)* for more about your insurance options and how to work out how much cover you need.

! Your insurance cover won't start unless your account balance is at least \$250 within 31 days of when we accept your accurately completed *Join Cbus Sole Trader Super form*.

Step 7: Make your first super payment

You must make an initial payment of at least \$250 into your Cbus account within 31 days of when we accept this form.

This amount can be a personal contribution or a rollover from another super fund. If you have chosen to upgrade your insurance cover to more than the default level (see section 8 of the PDS), you may need to make a bigger first payment to cover the increased insurance cost. Please make cheques payable to Cbus Superannuation Fund.

My first payment is:

a) A personal contribution (made personally by you).

\$, .

b) A rollover from another super fund. Please fill in the attached *Rollover your super to Cbus* form.

\$, .

Step 8: OPTIONAL: Consider setting up a direct debit to your Cbus super account



Read the *Direct debit service agreement* thoroughly

You can find the *Direct debit service agreement* online at cbussuper.com.au/forms or call us for a copy. The agreement is designed to explain what your obligations are when undertaking a direct debit arrangement with us. It also details what our obligations are to you as your direct debit provider. The agreement forms part of the terms and conditions of your direct debit request and should be read in conjunction with your direct debit request. You can only make personal contributions via direct debit - you cannot make salary sacrifice contributions this way.

We can only accept direct debit contributions if you've provided your tax file number (TFN) and confirm you're eligible. If your circumstances change, please contact us immediately. The Government also limits how much you can contribute to super without paying extra tax - visit ato.gov.au.

Have you provided Cbus with your TFN?

Yes No To provide it visit cbussuper.com.au/tfn or call **1300 361 784**.

Select the statement below that applies to you:

- I'm under age 65 I'm age 65 to 74 and I've been gainfully employed for at least 40 hours in 30 consecutive calendar days during the current financial year I'm age 65 to 74 and I was gainfully employed for at least 40 hours in 30 consecutive calendar days during the previous financial year and my total super balance was less than \$300,000 at the end of the previous financial year and I've not used the work test exemption in a previous financial year.

How much do you want to be deducted? \$, .

How often do you want the above amount to be deducted?

On-demand
(This is a one-off instruction)

OR

Twice monthly
 Monthly
 Quarterly

When do you want to start your first deduction?

7th
 14th
 21st
 28th

Your payments will be deducted at the first available opportunity, according to the frequency and start date you select. If any of these dates fall on a weekend or public holiday, the payment will be processed the next business day.

Name of your bank, building society or credit union (this must be an account held in Australia)

Financial institution address

Suburb/town

State

Postcode

Name bank account is held in (for example, Fred Smith, or ABC Pty Ltd)

BSB

Account number

- I request and authorise Cbus to arrange for the amount selected above to be debited through the Bulk Electronic Clearing System from an account held at the financial institution identified above, subject to the terms and conditions of the *Direct debit request service agreement*.
- Where contributions are being deducted from my business account, I acknowledge that these contributions are after-tax personal contributions and have been correctly accounted for and recorded for tax purposes. I acknowledge that I am responsible for any tax liabilities on these contributions.

By signing this direct debit request you acknowledge having read and understood the terms and conditions governing the debit arrangements between you and United Super Pty Ltd ABN 46 006 261 623 atf Cbus, as set out in this request and in your *Direct debit request service agreement*.

Visit cbussuper.com.au/forms for a copy or call us on **1300 361 784**.

Your signature

 Sign here:

Date
D D / M M / 2 0 Y Y

Joint account signature (if applicable)

 Sign here:

Date
D D / M M / 2 0 Y Y

Step 9: Choose your non-binding beneficiaries: who gets your super if you die?

A non-binding nomination means we'll consider who you list but we'll also consider others who have a legal right to your super if you die.

Legal Personal Representative

. %

Dependants: Given name and initial(s) (eg Sam R)

Family name

Relationship to you (spouse, child, etc)

| | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <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"/> |

. %
 . %
 . %

Attach another page if you have more than three beneficiaries. You can change your nominations at any time online or by calling us.

Must add up to . %

Step 10: Consider choosing how to invest your account

Do you want to choose how to invest your account?

- Yes**  Complete the rest of **step 10**
- No**  Go to **step 11**

| | Proportion | |
|----------------------------------|---|-------------|
| Cash Savings | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | % |
| Conservative | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | % |
| Conservative Growth | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | % |
| Growth (Cbus MySuper) | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | % |
| High Growth | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | % |
| Total must add up to 100% | | 100% |

Cbus Self Managed

Cbus Self Managed is an investment option that allows eligible Cbus members to invest their super directly in a range of key asset classes. To apply to invest in Cbus Self Managed just register online after joining.

For more information read the *Cbus Self Managed Investment Guide* available from cbussuper.com.au/cbusselfmanaged.

Step 11: Sign and date this form

I want to open a Cbus Sole Trader Super account on the terms and conditions in the Trust Deed and confirm that:

- I have read the *Cbus Sole Trader Super Product Disclosure Statement* dated 1 February 2020 and the additional information incorporated by reference which I needed to make decisions about my application.
- I have read the Trustee's Privacy Statement as contained in the *Privacy Policy and Personal Information Collection Statement* and I consent to the collection, use and disclosure of my personal and sensitive information by the Trustee in the manner described in the *Privacy Statement*.
- I am entitled to only one super membership in Cbus (except for Cbus Super Income Stream) and Cbus may close a duplicated account.
- I have read and understood the investment options.
- I understand Cbus is responsible for each investment option's strategic asset allocation and objectives, and for choosing the investment managers, but not for my choice of investment option.
- I have considered my own personal circumstances, needs and objectives (with or without the assistance of a financial planner) in deciding to invest in Cbus products or make any other choice set out in this form.
- I have answered all questions truthfully and correctly to the best of my knowledge. I am aware my insurance benefit may be affected if I claim where my responses are later shown to be false or misleading.
- My election to keep insurance cover will apply to the death, total and permanent disablement and income protection cover (where relevant) I have and will continue to remain in place even if my level or type of cover changes in the future (unless it stops for another reason).
- I acknowledge the insurer has the right to verify my answers.
- I acknowledge that, subject to Cbus accepting my application, if I qualify to get insurance cover when I join, it will start from the later of:
 - the date my account balance is at least \$250, or
 - the date Cbus accepts my *Join Cbus Sole Trader Super* form.



Sign here:

Date

/ / 2 0

To approve your membership application, we must receive your accurately completed form within 31 days of you signing and dating it.



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
cbussuper.com.au



Visit Cbus in person in Adelaide,
Brisbane, Melbourne, Perth and Sydney.
Details: cbussuper.com.au/contact

Step 3: Allow us to search for any other super you have

I give Cbus permission to search for any of my lost and other super (including any insurance cover) I may have and notify me of the results.

Yes No

This permission will be ongoing and can be revoked by me at any time. Any super held by the ATO may be automatically combined into my Cbus account. Any super found with other funds will not be automatically combined into my Cbus account and it will be up to me to request to consolidate it.

Step 4: Sign and date this form

Important: This transfer may close your FROM account and cancel any insurance or any other entitlements associated with that account (you will need to check this with your FROM fund).

By signing this request form I confirm:

- I have fully read this form and the information completed is true and correct.
- I am aware I may ask my other superannuation provider for information about any fees or charges that may apply, or any other information about the effect this transfer may have on my insurance cover and other benefits, and have obtained or do not require any further information.
- If I have provided it I consent to my tax file number being disclosed for the purposes of consolidating my account.
- I discharge the other superannuation provider of all further liability in respect of any benefits paid and transferred to my Cbus account.
- I have read and understand the important information I need to consider when transferring my super (see below).
- I have considered where my future employer contributions will be paid.
- I am aware and confirm that by rolling over from another super fund, any existing insurance with that fund will be cancelled. I therefore do not intend to transfer existing Death and Total and Permanent Disablement insurance to Cbus.
- I request and consent to the transfer of superannuation as described above and authorise the superannuation provider of each fund to give effect to this transfer.

Privacy

Please refer to the *Cbus Privacy Policy and Personal Information Collection* statement at cbussuper.com.au/privacy for details about how Cbus collects and discloses personal information or contact us on **1300 361 784** for a copy.



Sign here:

Date

/ / 20

Things you need to consider when transferring your super

When you transfer your super, your insurance and other entitlements under that fund may cease. You need to consider all relevant information before you make a decision to transfer your super.

- **Fees** – your FROM fund must give you information about any administration, exit or withdrawal fees. Differences in super fees or insurance premiums can have a significant effect on what you will have to retire on. For example, a 1% reduction in fees may significantly increase your final benefit.
- **Insurance cover** – your FROM fund may insure you against death, illness or an accident which leaves you unable to return to work. If you choose to close that account, you may lose any insurance entitlements you have with them, or you may be able to transfer your insurance benefits across to Cbus. If you are going to apply to transfer your cover, **DO NOT** submit this super rollover form until the insurer accepts your application. For information about cost and amount of cover, visit cbussuper.com.au/insurance. To check if you're eligible, go to cbussuper.com.au/forms and search for *Application to transfer existing insurance cover*.

What happens if I don't provide my tax file number (TFN)?

You are not obliged to provide your TFN to Cbus, but if you don't, you may be taxed at a higher rate. Learn more at cbussuper.com.au/tfn.

Under the *Superannuation Industry (Supervision) Act 1993*, Cbus is authorised to collect your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The TFN may be disclosed to another super provider, when your benefits are being transferred, unless you request in writing that your TFN is not to be disclosed to any other trustee.

What happens to my future employer contributions?

Using this form to transfer your super will not change the fund to which your employer pays your contributions. To change the fund your super is paid into, speak to your employer about your options, and provide them with a completed *I want my super paid into Cbus* form, available at cbussuper.com.au/forms.

Have you changed your name or are you signing on behalf of another person?

If you have changed your name, you'll need a certified copy of your:

- | | | |
|---|-----|--|
| ■ marriage certificate, or | AND | ■ either a current driver's licence or passport. |
| ■ decree absolute (divorce certificate), or | | |
| ■ deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office | | |

If you're signing on behalf of another person, you'll need a certified copy of either guardianship papers, or a Power of Attorney.

This form can NOT be used to:

- transfer super amounts if you don't know where they are
- change the fund to which your employer pays contributions on your behalf
- open a super account, or
- transfer super amounts under certain conditions or circumstances, for example if there is a super agreement under the *Family Law Act 1975* in place.



Cbus
Locked Bag 5056
PARRAMATTA NSW 2124



1300 361 784
8am to 8pm (AEST/AEDT)
Monday to Friday



cbusenq@cbussuper.com.au
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