CLAIM FORM Listing 2

Tasmanian Government

Request for Payment of Unclaimed Superannuation Money

Department of Treasury and Finance
21 Murray Street
GPO Box 147
HOBART TAS 7001
Telephone (03) 6145 5443
Email: unclaimed.money@treasury.tas.gov.au

Section 1: Claimant and Claim Details

Tax File Number (if quoted to Superannuation Fund)	_ _ _ | _ _ _ | _ _ _
Family name	
Given names	
Date of birth	/ /
Current address	
	Postcode
Daytime phone no.	
Email address	
Previous addresses	

Please give details of previous names or any other names the claimant is or was commonly known by.

Surname	Given Names	Date of Change	Evidence of change (to be supplied)

Your Details, if you are Claiming on Behalf of a Member

Family name			
Given names			
Date of birth	/ /	**Daytime Telephone No.**	
Current address			
	Postcode		
Email address			
In what capacity are you authorised to claim?			

e.g. Power of Attorney, Trustee etc (Please provide a certified copy).

Superannuation Fund Membership Details

Superannuation Fund Name	Superannuation Fund Account No.

Section 2: Where is the money to be paid?

Australian bank accounts only

EFT payment details* **BSB** ___ — ___ **Account No** _____

Name of Financial Institution _____

Account Name _____

Section 3: Proof of Identity

When you lodge your claim form you must also provide copies of documents that prove your identity. Your application will require at least 100 points of identification according to the schedule of documents below.

Important: Each and every page of the identification document copy must be certified by an authorised person.

The authorised person certifying the photocopy must sight the original document and certify **each and every page of the copy**, by including the following details:

- the official stamp or seal of their profession or organisation;
- include the statement "This is a true copy of the original document sighted by me"; and
- include the date, contact number and signature of the person certifying the copy.

The authorised person must also sign as witnessing your signature in the Declaration section of the claim form.

There are many people from a broad range of professions who can certify your documents and also witness your signing of the claim form. An authorised person for such certifications includes a Justice of the Peace, Commissioner for Declarations or, if overseas, a Notary Public. A full list of professions and employment groups that are authorised to certify your documents and sign the declaration section of your form is available at http://www.justice.tas.gov.au/commissionersfordeclarations/list_of_groups

PROOF OF IDENTITY DOCUMENTS		POINTS
PRIMARY DOCUMENTS		
(Only one document from this group is allowed)	• Birth Certificate	70
	• Passport	70
	• Citizenship Certificate	70

SECONDARY DOCUMENTS

Name of signatory verified from the following, but only where they contain a photograph or signature that can be matched to the signatory:	• An identification card issued by the Australian Government or a State/Territory government as evidence of the signatory's entitlement to a financial benefit	40
	• A licence issued under law (e.g. a driver's licence)	40
	• A public sector employee identification card	40
	• An identification card issued by a tertiary institution	40
	• Marriage Certificate	40
	• Divorce papers	40
	• Title or deed to Australian real estate, or registered mortgage papers on an Australian home or property	40
	• Maintenance Agreement registered with the Australian Family Court or Magistrates Court	40
Name and address of signatory verified from:	• A current employer, or an employer within the last two years	35
	• A rating authority (e.g. land rates)	35
	• The Credit Reference Association of Australia (subject to *Privacy Act 1988*)	35
	• Land Titles Office records	35
Name and address of signatory verified from: (Only one document from this group is allowed)	• A current life insurance policy	35
	• A current home contents or property insurance policy	35
	• A current car insurance policy	35
Name and address of signatory verified from: (Only one document from this group is allowed)	• A bank account statement	35
	• A credit union account statement	35
	• A building society account statement	35
	• A finance company account statement	35

Section 4: Declaration

I …….

(Name, print)

do solemnly and sincerely declare that the details provided in this form are true and correct.

I make this solemn declaration under the *Oaths Act 2001*.

Declared at……....

(Place)

on……....

(Date)

……..……..……

Signature

Before me,

……..……

(Justice, commissioner for declarations or authorised person)

……..……

(Name, print)

Checklist

- ☐ If any fields have not been completed, an explanation has been provided within the text box on the form.
- ☐ Documentary proof of identity has been included with this form and every page certified.
- ☐ Certified copy of Power of Attorney, Trust Deed etc. included if appropriate.
- ☐ Evidence of change of name has been included, if appropriate.
- ☐ The declaration on this form has been signed and witnessed.
- ☐ If there is not sufficient space on the above form to include all details as required, please attach a supplementary sheet.

Collection Notice

The personal information you provide in your claim for unclaimed money will be used by the Department of Treasury and Finance for the purpose of confirming you are the rightful owner. We will not disclose your personal information to anyone outside of Treasury unless you have given your consent, or we are authorised or required to do so by law.

If you choose not to provide us with the personal information we will be unable to process your claim and the money will remain unclaimed because we need to confirm your identity as rightful owner of the unclaimed money.

You can find more information about Personal Information Protection at https://www.treasury.tas.gov.au/about-us/corporate-governance/personal-information-protection-policy or by contacting us directly using the Contact Details detailed below.

Contact Details

Mailing Address Department of Treasury and Finance GPO Box 147 HOBART TAS 7001	**Phone** (03) 6145 5443 **Email** unclaimed.money@treasury.tas.gov.au