

Contribution Remittance Advice

If you are an employer, please complete sections 1 and 2 and sign the form. In addition, complete sections 3 and 4 if relevant. If you are a member of the Pitcher Partners Superannuation Fund, please complete section 2 only and sign the form. The Fund offers you the convenience of BPAY®. To take advantage of this facility, contact our client services team for details. For a detailed description of the types of contributions, please refer to the product disclosure statement. *Registered to BPAY Pty Ltd ABN 69 079 137 518

Please complete these instructions in **BLACK INK** using **CAPITAL LETTERS**.

1 Employer details

Employer name Employer code Period ending / /

2 Contribution payment information

	Member number	Member surname	Member given name(s)	Superannuation Guarantee (SG) ¹	Additional Employer	Salary Sacrifice (pre tax salary or wages)	Personal (after tax salary or wages) ¹	Total
1.	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>
	<input type="checkbox"/> Member is under age 65 OR <input type="checkbox"/> Member is over age 65, but under age 75 and has worked at least 40 hours over 30 consecutive days during this financial year			<input type="checkbox"/> Only mandated contributions (SG or award) will be made into this account.				
2.	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>
	<input type="checkbox"/> Member is under age 65 OR <input type="checkbox"/> Member is over age 65, but under age 75 and has worked at least 40 hours over 30 consecutive days during this financial year			<input type="checkbox"/> Only mandated contributions (SG or award) will be made into this account.				
3.	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>
	<input type="checkbox"/> Member is under age 65 OR <input type="checkbox"/> Member is over age 65, but under age 75 and has worked at least 40 hours over 30 consecutive days during this financial year			<input type="checkbox"/> Only mandated contributions (SG or award) will be made into this account.				
4.	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>
	<input type="checkbox"/> Member is under age 65 OR <input type="checkbox"/> Member is over age 65, but under age 75 and has worked at least 40 hours over 30 consecutive days during this financial year			<input type="checkbox"/> Only mandated contributions (SG or award) will be made into this account.				
5.	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>	<input style="width: 80%; height: 25px;" type="text"/>
	<input type="checkbox"/> Member is under age 65 OR <input type="checkbox"/> Member is over age 65, but under age 75 and has worked at least 40 hours over 30 consecutive days during this financial year			<input type="checkbox"/> Only mandated contributions (SG or award) will be made into this account.				
								TOTAL <input style="width: 80px; height: 25px;" type="text"/>

¹ The Fund cannot accept member contributions unless the member has quoted their TFN.

Please note: Late payments of SG contributions can be offset against your superannuation guarantee charge provided they are received by the fund no later than 28 days following the due date for the SG quarter and you make an election to the ATO that the contributions be offset. Late payments do not relieve you of your obligation to pay the superannuation guarantee charge or to lodge a superannuation guarantee statement with the ATO.

SG Contribution Due Dates: 1 Jul to 30 Sep - **28 Oct** 1 Oct to 31 Dec - **28 Jan** 1 Jan to 31 Mar - **28 Apr** 1 Apr to 30 Jun - **28 Jul**

Contribution Remittance Advice

3 New members – All fields MUST be completed

1.	Title	Member surname	Member given name(s)	Date of birth	Current residential address		Date commenced employment
	Tax File Number	Current salary \$	Occupation	Permanent/Casual	Amount of hrs worked p/w	At work (Y/N)	If N, reason not at work on commencing employment
2.	Title	Member surname	Member given name(s)	Date of birth	Current residential address		Date commenced employment
	Tax File Number	Current salary \$	Occupation	Permanent/Casual	Amount of hrs worked p/w	At work (Y/N)	If N, reason not at work on commencing employment
3.	Title	Member surname	Member given name(s)	Date of birth	Current residential address		Date commenced employment
	Tax File Number	Current salary \$	Occupation	Permanent/Casual	Amount of hrs worked p/w	At work (Y/N)	If N, reason not at work on commencing employment

4 Ceased members – All fields MUST be completed

Title	Member surname	Member given name(s)	Date of birth	Current residential address	Date ceased employment	Have all contributions been paid? Y/N	If N, when?

Member/Authorised officer (full name)					Contact number				Date			
Email address					Member/Authorised officer signature							

Please forward all correspondence and queries to

Please make cheque payable to IPS – PPS Super – [your full name or account number]
 Pitcher Partners Superannuation Fund, GPO Box 1144, BRISBANE QLD 4001 Email info@pitcherpartners.com.au Client services team (07) 3222 8444 Facsimile (07) 3221 7779 Website www.pitcher.com.au/Brisbane

Pitcher Partners Superannuation Fund is issued by IOOF Investment Management Limited ABN 53 006 695 021 AFSL 230524 as Trustee of the IOOF Portfolio Service Superannuation Fund ABN 70 815 369 818