

# EMPLOYER APPLICATION FORM



Please complete this form in **BLOCK** letters using a blue or black pen.  
Print an 'X' to mark boxes where applicable.

### EMPLOYER DETAILS

Full business name (Company name, Sole Proprietor or Partnership):

ABN/ACN:

Trading name:

Postal address:

State:  Postcode

Street address (if different from above):

State:  Postcode

Daytime telephone:

Email:

Mobile telephone:

### CONTACT DETAILS

Surname:

Title: Mr  Mrs  Ms  Miss  Dr

Given names:

Position:

Daytime telephone:

Email:

Mobile telephone:

### ADDITIONAL CONTACT

Surname:

Title: Mr  Mrs  Ms  Miss  Dr

Given names:

Position:

Daytime telephone:

Email:

Mobile telephone:

### ADDITIONAL INFORMATION

What industry is relevant to your company:

How many Energy Super new member packs would you initially like sent to you?

Frequency of contributions:  
Quarterly  Monthly  Fortnightly  Weekly

Contributions will commence from: (DD/MM/YYYY)  
 /  /

Preferred contribution remittance method:  
1  Energy Super Clearing House  
If yes, go to 'Facility Type' section.  
2  No thanks, I have an existing Clearing House solution  
If yes, go to 'Execution by employer' section.

Please note: You may have an obligation under an award or EBA to remit superannuation contributions to the Fund on at least a monthly basis.

### FACILITY TYPE

Single employer facility – The employer will make contributions on behalf of their own employees

Multiple employer facility – The employer will facilitate contributions on behalf of multiple businesses

## SETTLEMENT ACCOUNT

Name of financial institution:

Branch/location:

Account name (e.g A B and C Jones):

BSB number:

Account number:

For a multiple employer facility, the employer must register a settlement account per employer within the QuickSuper system.

Proposed implementation date: (DD/MM/YYYY)

## EXECUTION BY EMPLOYER

In signing this form, I / we declare that I / we have read and understood the:

- *Energy Super Employer Guide*; and
- *Energy Super Member Guide Product Disclosure Statement (PDS)* or *Corporate Member Guide PDS* and the documents referred to within (which form part of the *PDS*).

I/ we consent to the disclosure and collection of information about the employer for the purposes explained in these documents. I/ we also undertake to provide the Trustee Board with such information in relation to the employee members of the Fund as is required to allow the proper administration of the Fund.

Authorised Officer's signature:

Date: (DD/MM/YYYY)   /   /

Name of signatory:

Optional Representative signature:

Date: (DD/MM/YYYY)   /   /

Name of signatory:

Please note: The person signing this form acknowledges that they have authority from the employer to execute this agreement on behalf of the employer.

## PRIVACY STATEMENT -YOUR PRIVACY IS IMPORTANT TO US

This Privacy Statement provides you with details about the personal information we have collected from you, how we will manage that information and how to contact us if you have any privacy concerns, including if you want to make a complaint.

*Why we collect personal information?*

Energy Super\* collects your personal information in order to:

- identify and verify your identity and conduct appropriate checks;
- answer your queries;
- communicate with you about your account and keep you informed about membership opportunities, including products, services, promotions and online news subscriptions;
- understand your requirements and provide you with a product or service;
- manage and respond to complaints, investigations and disputes and report to dispute resolution bodies and regulatory bodies.
- process your application for membership and
- manage our ongoing relationship with you as further described in this statement.

*How we manage your personal information*

We may disclose your personal information to our authorised personnel, third parties (e.g. employers) and our service providers, including administration services providers, insurers MLC and Beazley, and ESI Financial Services Pty Ltd (a wholly owned subsidiary of Energy Super).

We may use and disclose your personal information in order to:

- administer your account, provide insurance cover and provide services complementary to your account such as seminars, newsletters, educational materials and access to financial advice;
- communicate with other superannuation fund trustees and administrators if you transfer your super to another fund;
- communicate with Government, Statutory or Regulatory bodies and Enforcement bodies;
- obtain legal and professional opinions;
- utilise a service from web hosting companies, software providers or web application;
- deal and communicate with any other organisation or person, where you have asked them to provide your personal information to us or asked us to obtain personal information from them;
- conduct market research and analysis, develop and improve our products and services, and inform you about additional products and services that may be of interest to you; and

*What happens if you do not give us your personal information?*

If we ask for your personal information and you don't give it to us, we may not be able to provide you with any, some, or all of the features of our products or services available to you.

## YOUR PRIVACY IS IMPORTANT TO US

### *How we collect your personal information*

We generally collect your personal information directly from you, but may also collect it from other organisations such as your employer, your representatives, organisations who provide products or services to you jointly with us, and from publicly available sources. We may also be required to collect your personal information under anti-money laundering, corporations, family, insurance, superannuation and taxation legislation, or under court/tribunal orders

We are likely to disclose your personal information to organisations and persons located overseas. These countries include New Zealand, the United Kingdom, Ireland, France and the United States of America, depending on the details of the transaction or other act you ask us to or we are required to carry out.

*Energy Super and the ESI Group\* have a Privacy Policy which is available for download - or by contacting us on **1300 436 374** or **info@energysuper.com.au**. The Privacy Policy also contains information on how you may access and seek correction of your personal information held by Energy Super, and also how to complain about a breach of your privacy and how we will deal with that complaint.*

*\* Energy Super is a reference to Electricity Supply Industry Superannuation (Qld) Ltd (ABN 30 069 634 439; AFSL 336567) (the Trustee), as Trustee for Energy Super (ABN 33 761 363 685) (the Fund). Energy Super is a member of the ESI Group.*

## RETURN THIS FORM

### **Energy Super**

PO Box 10530  
Brisbane Adelaide Street QLD 4000

**F** 07 3229 7523

(remember to send all pages of the form)

**E** employer@energysuper.com.au

(as a scanned email attachment)

## TALK TO US

**T** 1300 436 374

**E** employer@energysuper.com.au

**W** energysuper.com.au

### **Energy Super**

Level 10, 123 Eagle Street  
Brisbane QLD 4000  
PO Box 10530  
Brisbane Adelaide Street QLD 4000