



## CHANGE OF DETAILS

Please complete this form if you would like to:

- Change your name;
- Change your birthdate;

### IMPORTANT INFORMATION

#### PROOF OF IDENTITY

If you are changing your **name** or **birthdate** you will need to provide at least **ONE** of the following:

- A certified copy of:
  - Birth certificate; or
  - Citizenship/Naturalisation certificate; or
  - Marriage certificate; or
  - Divorce certificate; or
  - Change of Name certificate
- A certified photocopy of a card issued to you under a law of a State or Territory for the purpose of proving your age which contains your photograph; or
- A certified photocopy of your national identity card issued by a foreign government, the United Nations or an agency of the United Nations.

#### WHO CAN CERTIFY COPIES OF ID

All copies of ORIGINAL ID documents must be certified as true and correct copies by any of the following:

- Justice of the Peace (including Commissioner for Declarations),
- Police Officer
- One of the following with two or more years of continuous service:
  - Australia Post permanent employee
  - Financial Institution Officer (e.g bank employee)
  - Australian Financial Services Licensee (AFSL) authorised representative or officer
- Notary Public Officer
- Registrar, deputy registrar or judge of a court
- A person enrolled on the roll of a State or Territory Supreme Court or the High Court of Australia, as a legal practitioner
- An Australian consular officer or an Australian diplomatic officer



- A magistrate
- A Chief Executive Officer of a Commonwealth court

**Please note:** You should not send original forms of documents. These should be retained for your records. Only send certified **copies of originals**. Copies that are not certified will not be accepted.

## PRIVACY

When we collect your personal information, it is securely stored and will only be used and disclosed to authorised personnel, service providers and third parties in order to:

- administer your superannuation account
- benefit payments
- direct marketing

For a copy of the Privacy Policy, visit [www.gigsuper.com.au](http://www.gigsuper.com.au). Our Privacy Policy sets out how you can access information about your benefit and personal details, correct any information which is inaccurate or out-of-date and information on our privacy complaints process.

## DECLARATION AND SIGNATURE

You will need to sign and date at the bottom of the form. Any change of details that require certified copies of ID (change of name or change of birthdate) will need to be **posted** to:

GigSuper  
PO Box 7540  
GCMC QLD 9726

Forms for change of address or contact details can be emailed to [support@gigsuper.com.au](mailto:support@gigsuper.com.au).

# CHANGE OF DETAILS FORM

## CURRENT MEMBER DETAILS

Title: \_\_\_\_\_

Surname: \_\_\_\_\_

Given Name(s): \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Member Number: \_\_\_\_\_

## CHANGE OF DETAILS\*

**\*Only complete the section(s) you wish to change**

### 1. Change of Name

*If changing your name, you must attach a certified copy of one of the following: (please tick which is attached)*

Birth Certificate

Marriage Certificate

Divorce Certificate

Naturalisation Certificate

Citizenship Certificate

Change of Name Certificate

Title: \_\_\_\_\_

Surname: \_\_\_\_\_

Given Name(s): \_\_\_\_\_

Original Signature: \_\_\_\_\_

New Signature: \_\_\_\_\_

## 2. Change of Birthdate

If changing your date of birth, please provide certified documentation to verify.

New DOB (dd/mm/yyyy): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### DECLARATION

I declare that:

- The information I have provided and any associated documentation in support of the changes advised in this form are, to the best of my knowledge, true and accurate;
- I understand that my record kept by GigSuper will reflect the information in this form;
- I will immediately notify GigSuper if any of my personal details change in the future;
- I understand and accept the information contained in this form may be shared with representatives, advisers and service providers of GigSuper;
- The information provided in this form could potentially alter my entitlement eligibility and insurance arrangements; and
- I understand that where I have provided my email address that I will receive an automatic login to view my account online at any time. I will also now receive an electronic notification for my annual statement which will be accessible through my online account and I understand that this will continue until I notify Member Services that I wish to change this option.

MEMBER SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Please send Change of Name/Change of Birthdate forms with supporting certified ID to:**

**GigSuper**

**PO Box 7540**

**GCMC QLD 9726**

**Change of Address/Contact Details can done via the app.**





**GIGSUPER**

GigSuper Pty Ltd

ABN: 32 620 862 053 | ACN: 620 862 053

[support@gigsuper.com.au](mailto:support@gigsuper.com.au) | [www.gigsuper.com.au](http://www.gigsuper.com.au)

#### **Disclaimer**

The information contained in this document is general in nature and has been prepared without taking into account your objectives, financial situation or needs, and because of this, you should consider whether the information is appropriate and where appropriate seek professional advice from a Financial Adviser. Refer to GigSuper's website for a copy of its PDS. GigSuper is a product promoted and distributed by GigSuper Pty Ltd (ABN 32 620 862 053) who is a Corporate Authorised Representative (CAR No. 1276569) of APP Financial Advisers Pty Ltd (ABN 25 132 958 591, AFSL 412302).



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