

# Moving funds & providing ID



Due to government legislation (yawn) you need to provide certified ID when transferring your super to another fund.

At **max**, we're all about making this super stuff easier, so just follow the instructions and you'll have your ID together in no time.

## Step 1 - Photocopy your ID

**For most people the easiest ID is:**

Drivers licence OR Passport

**OR**

If you don't have a licence or passport you'll need to photocopy two documents:

**One of the following documents:**

- Birth certificate or birth extract
- Citizenship certificate issued by the Commonwealth.
- Pension card issued by Centrelink that entitles the person to financial benefits

**PLUS**

**One of the following documents:**

- Letter from Centrelink regarding a government assistance payment
- Notice issued by Commonwealth, State or Territory Government or local council within the past twelve months that contains your name and residential address. e.g.
  - Tax Office Notice of Assessment
  - Rates Notice from local council.

## Step 2 - Get your photocopied ID "certified"

**The easiest way to do this is pay a visit to your local cop shop and ask a friendly police officer to:**

- Sight your passport or drivers licence (or other docs as above)
- Write "certified true copy" on all photocopied pages
- Print their name and qualification on each photocopied page

Don't forget to ask them to sign a few copies, one for each rollover form (or super fund you are moving to **max**).

**OK, if you're still dodging that arrest warrant here are some other people who can certify your ID:**

- a permanent employee of Australia Post with five or more years of continuous service
- An Australian consular officer or an Australian diplomatic officer
- A judge of a court or a magistrate
- a Justice of the Peace, or a notary public
- a finance company officer with five or more years of continuous service (with one or more finance companies)
- an officer or authorised representative of a holder of an Australian Financial Services Licence (AFSL), having five or more years continuous service with one or more licensees

## Step 3 - Send your certified ID with your rollover form to max Super

**Each rollover form needs a certified copy of your ID. Send your ID and rollover forms to:**

**max Super,**

Reply Paid 4678,  
Melbourne, VIC 8060.

**Need help? Call the max Team on 1300 883 629.**