## **EMPLOYMENT TERMINATION ADVICE ACCUMULATION SCHEME**



Use this form if you're an employer and want to advise of the termination of a Accumulation Scheme member's employment.

You can complete this form by typing directly onto it, or by using a black	1. EMPLOYER DETAILS
pen and CAPITAL letters. Use a (√) to mark boxes.	Employer name
	Employer code
NOTE: Please don't use this form if employment ceased due to invalidity. Please contact us on	2. MEMBER DETAILS
1300 547 873.	Member no.
	Date of birth (DD MM YY)  Title (e.g. Ms)
	Given name(s)
	Family name
	Payroll no.
	Date employment commenced (DD MM YY)
	Date employment ceased (DD MM YY)
Please select only ONE.	Reason employment ceased
	Resignation/Discharge/Dismissal Retirement
	Retrenchment/Redundancy Death
	Have all contributions for this member been paid?  Yes  No
	If 'No', when are these likely to be paid? (DD MM YY)



## 3. EMPLOYER DECLARATION

I declare that I have fully read this form and the information provided is true and correct. I certify that I have obtained the necessary consent to disclose personal information to Active Super.

Name of authorised person	
Position held	
	Date (DD MM YY)
Signed	
Contact phone no.	

## **SEND YOUR COMPLETED FORM BACK TO US AT:**

Mail Active Super, PO Box N835, Grosvenor Place NSW 1220

Email admin@activesuper.com.au

## **Privacy Collection Statement**

The information provided on this form is collected by LGSS Pty Limited (ABN 68 078 003 497) as Trustee for Local Government Super (ABN 28 901 371 321) ('Active Super') for the purposes of administering member accounts and providing services to members associated with fund membership. If you do not provide the requested information, Active Super may not be able to perform these services. Member personal information may be shared with our administrator, other superannuation trustees and other service providers, in order to be able to provide our services to members. We may provide information to government, regulatory or other bodies if required by law. For further information about how we manage and protect personal member information, please refer to our privacy policy available at activesuper.com.au/privacy-policy or by calling us on 1300 547 873. It sets out how we use the information we hold about members, how they can access and correct the information, how they may complain about a breach of privacy and our process for resolving privacy related enquiries and complaints.

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