




# Member and Employer Guide

## Product Disclosure Statement

Effective 1 November 2018



This Product Disclosure Statement (PDS) is dated 1 November 2018 and is a summary of significant information and contains a number of references to important information. Each of these references is marked with a  and forms part of this PDS. You can download this information and a copy of the PDS at [csf.com.au/pds](https://csf.com.au/pds) or request a free copy by calling Catholic Super on **1300 655 002**. You should consider the information before making a decision about Catholic Super. The information contained in this PDS is general information only and does not take into account your personal investment objectives, financial situation or needs. It is not intended to be, and should not be construed in any way as, investment, legal or financial advice. We recommend you assess your own financial situation before making a decision based on the information contained in this PDS. To help you with your decision making you may wish to seek the help of a professional financial adviser to obtain advice tailored to your personal situation and needs. Neither the Trustee, nor any of the Trustee's service providers, guarantees the performance of Catholic Super, the repayment of capital, or any particular rate of return. Issued by CSF Pty Limited (ABN 30 006 169 286; AFSL 246664), the Trustee of MyLifeMyMoney Superannuation Fund (ABN 50 237 896 957; SPIN CSF0100AU).

# Contents

About Catholic Super	2	Fees and costs	8
How super works	2	How super is taxed	10
Benefits of investing with Catholic Super	4	Insurance in your super	12
Risks of super	5	How to open an account	15
How we invest your money	6	Other information	15

## 1. About Catholic Super

Catholic Super is a division of MyLifeMyMoney Superannuation Fund (the Fund), which has been a leading provider of superannuation and retirement services and products to members and employers across Australia since 1971. For more information about our history and our story so far, please refer to our website. As an industry fund, Catholic Super returns all profits to its members.

The Fund has a long history of strong investment returns, and offers a range of flexible investment options to cater for different member needs and objectives. Free investment switching allows members to change their investment strategy as their needs evolve.

Since 1 January 2014, employers have been required to make Superannuation Guarantee (SG) contributions into an authorised MySuper product on behalf of members who have not made a choice of fund. Catholic Super is authorised by the Australian Prudential Regulation Authority to offer our Aggressive and Balanced investment options as our MySuper products. If you do not select an investment option when you join the Fund, we will invest your superannuation per our Default Strategy (refer to page 6).

You can find more information about investments (including portfolio holdings and the product dashboards for MySuper options) on our website at [csf.com.au](https://csf.com.au). Our website also includes information about Trustee remuneration on the 'About us' page.

## Our fund is open to everyone

Our website [csf.com.au](https://csf.com.au) offers secure online access to your account, and a range of tools and features to help you keep track of your super and streamline your transactions.

The Fund is managed by CSF Pty Limited (the Trustee). This Product Disclosure Statement (PDS) is for people joining Catholic Super:

- through their employer (referred to as Employer sponsored members in this PDS), or
- as an individual or self-employed member (referred to as Personal Plan members in this PDS).

A PDS is also available for our pension products at [csf.com.au/pds](https://csf.com.au/pds)

## 2. How super works

Superannuation (super) is a long-term investment to help you save for your retirement which is, in part, compulsory. While you are earning an income, your employer usually makes compulsory SG contributions to your super account. You can also make voluntary contributions yourself to help your super grow faster. The government also offers incentives to you for contributing to your super, making it an even more effective tool for funding your retirement.

Super is one of the most tax-effective ways to save for your retirement.

# Providing superannuation services to members and employers across Australia since 1971


## Choice of fund

Most Australian employees are eligible to choose the super fund into which their employers' SG contributions are paid. If you don't make a choice, your SG contributions will be paid into a super fund nominated by your employer.

To have your super contributions paid into a fund of your choice, you can request a *Choice of Fund* form from your employer or you can complete the *Choice of Fund* form available at [csf.com.au/forms](https://csf.com.au/forms) to nominate Catholic Super as your fund.

## Grouping your super accounts

Grouping (or consolidating) your old super accounts into your Catholic Super account is a great way to simplify your super and make sure you don't lose track of your super investments. When you have multiple accounts, you may have more fees, which may erode the value of your super investment. Learn more about how you can consolidate online at [csf.com.au/grow-your-super](https://csf.com.au/grow-your-super)


 You should read the important information about transferring other super accounts into Catholic Super before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Grouping your super*. The material relating to grouping your super may change between the time when you read this information and the day when you sign the application form.

## Boosting your super

You can make different types of voluntary contributions to your super including:

- salary sacrifice contributions from your pre-tax salary
- additional after-tax contributions which may make you eligible for a government co-contribution.

There are tax consequences if your contributions exceed the contribution caps set by the government.

 You should read the important information about making contributions before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Making contributions to super*. The material relating to contributions may change between the time you read this information and the day when you sign the application form.

## Accessing your super


As super is designed to provide you with an income in retirement, access to super is restricted.

You can generally access your superannuation if you satisfy the specific requirements of:

- retirement on or after your 'preservation age'
- reaching age 60 and ceasing work with your employer,
- reaching age 65, or
- other circumstances allowed by the government.

Conditions for accessing super are different for temporary residents.

In certain circumstances super may be transferred to an eligible rollover fund or must be paid to the Australian Taxation Office (ATO).

 You should read the important information about accessing your super before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Accessing your super*. The material relating to accessing your super may change between the time when you read this information and the day when you sign the application form.

### 3. Benefits of investing with Catholic Super

When you join Catholic Super, we will set up an account for you. Your super contributions and any positive investment returns will increase your account balance. Tax, fees, and insurance premiums will decrease your account balance, as well as any negative investment returns.


Catholic Super offers a range of products:

- **Employer Sponsored plan** for members whose employers pay their SG contributions on their behalf
- **Personal Plan** for members who are self-employed or make their own contributions into a Catholic Super account
- **Pension** for members who wish to draw an income from their super once they have reached preservation age. Pensions are not covered in this PDS. You can download a MyLife MyPension PDS from [csf.com.au/pds](https://csf.com.au/pds) or request a copy by calling us on **1300 655 002**. You should consider the pension PDS before deciding whether to purchase a pension product.

The benefits of investing with Catholic Super include:

- **All profits are returned to members.**
- **Competitive fees.** The fees we charge are only to cover the costs of administering and managing the Fund's operations. We do not have to provide a profit to shareholders and we do not pay commissions to financial planners.
- **Long-term investment returns.** The Fund's investments have delivered strong performance over the long term.
- **A broad range of investment options** to cater for different investor needs and risk profiles. As a Catholic Super member, you can choose how your super is invested based on your investment needs, objectives, and attitude to risk.

- **Insurance.** We offer members access to Death, Total & Permanent Disablement (TPD), and Income Protection (IP) insurance cover.
- **Quality financial advice.** We offer a range of general advice and educational services, giving members the opportunity to receive general advice about Catholic Super, issues relating to super, investment options, retirement planning, and related matters such as social security and estate planning. These services are offered over the phone, face to face, and through seminars and online tools. This advice is provided free of charge. More complex and personal financial advice is provided by our licensed financial services company **MyLife MyAdvice**, on a fee-for-service basis.
- **Staying in touch with our members.** We provide regular updates about your account with Catholic Super in different ways, including online, by email, SMS, and by mail. We encourage you to supply your email address so you can receive communications electronically.
- **Nominating beneficiaries for your peace of mind.** You may nominate one or more persons and/or your legal personal representative to receive your benefit in the event of your death by making a binding death benefit nomination.

 You should read the important information about nominating beneficiaries before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Nominating your beneficiaries*. The material relating to nominating beneficiaries may change between the time when you read this information and the day when you sign the application form.

## 4. Risks of super

All investments carry risk. Different investment options may carry different levels of risk, depending on the assets that make up the investment option.

Assets that may generate the highest long-term returns may also carry the highest degree of short term risk. Risk can mean either a fall in the value of your investment, particularly over shorter periods, or your investment not meeting your objectives over your desired timeframe.

Different investments also have different levels of volatility. Volatility is the extent to which an investment increases or decreases in value over a period of time. The value of investments and investment returns will vary from time to time. Future returns will differ from past returns.

Some of the risks you should consider include:

- inflation – the change in the cost of living over time and whether your investment can keep up with this change
- investment loss – the investment option you choose may drop in value
- market factors – changes to investment markets may occur due to economic, technological, political, or legal conditions and market sentiment
- interest rates – changes to interest rates may influence the value on certain investment returns
- currency movements – when we invest in overseas investments
- changes to laws – when super and tax laws change, these changes may affect the tax-effectiveness or value of your investment, or your ability to access it.

If a financial loss occurs, there is a risk that you may lose money, which may impact your retirement plans. Because returns are not guaranteed, you may lose some of your money.

The amount of your future superannuation savings (including contributions and returns) may not be enough to provide adequately for your retirement.

### Understanding your level of risk

The level of risk you are prepared to take on will be unique to your circumstances, and depends on several factors including:

- your age
- your investment timeframes
- your objectives
- what other investments you have outside your super, and
- your risk tolerance.



You should read the important information about the risks of super before making a decision. Go to **[csf.com.au/pds](https://csf.com.au/pds)** and read the information about risk in the *Investment guide*. The material relating to the risks of super may change between the time when you read this information and the time when you sign the application form.

## 5. How we invest your money

### Flexibility

As a member of Catholic Super, you can choose the investment option that's most suitable for you. It's important that you choose an investment option that suits your personal situation.

**Warning:** Before making an investment choice, you should consider the likely investment return and the level of risk associated with that investment option as well as your investment timeframe.

Catholic Super offers a broad range of investment options, each with a varying degree of risk and expected return. You can mix the options to create the right balance for you.

**If you don't make an investment choice, you will be placed automatically in our Default Strategy. This investment strategy has a mix of different MySuper investment options depending on your age: your super will be invested in the Aggressive option if you are aged 50 or under, or the Balanced option if you are aged 53 or over, with a transition period in between.**

 You should go to [csf.com.au/pds](https://csf.com.au/pds) to read the *Investment guide* to learn more about our Default Strategy.

You can choose from the following investment options:


- Aggressive
- Moderately Aggressive
- Balanced
- Conservative Balanced
- Moderately Conservative
- Conservative
- PositiveIMPACT
- RetirePlus
- RetireStable
- Australian Shares
- Overseas Shares
- Property
- Diversified Fixed Interest
- Cash

This broad range of options means you can invest in an option that best suits your age, investment timeframe, financial plan, return objectives and tolerance for risk.

### Switching investment options

When you've made your investment choice, you are not locked in. You can change your investment options as your needs and requirements change. This is called switching and it can be done as often as once a week.

To switch options, you can either complete an *Application to Change Investment Mix* form, call our Service Centre, or you can simply switch online through our secure **MyLife Online** member site. No fee is charged when you switch investment options.

 You should read the important information about investments (including asset classes, investment switches, the extent to which labour standards or environmental, social, or ethical considerations are taken into account, and the allocation of returns) before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read the *Investment guide*. The material relating to how we invest your money may change between the time when you read this information and the day when you sign the application form.



## Investment details for MySuper options (Default Strategy)

Investment option	Aggressive	Balanced
Most suitable for	Members with a very long timeframe who can tolerate a high degree of risk and understand that the option is predominantly invested in Australian and overseas shares.	Members seeking moderate to high levels of capital growth over the long term.
Aim	To achieve strong investment returns over the long term. Returns are likely to be extremely volatile and risk of capital loss over short to medium term periods is very high.	To achieve favourable returns over the long term. Returns are likely to be volatile and a risk of capital loss over short to medium term periods is substantial.
Return objective	CPI + 4.0% over rolling 10 years	CPI + 3.0% over rolling 10 years
Standard risk measure	Estimated number of negative annual returns over any 20 year period, 4 to less than 6 years.	Estimated number of negative annual returns over any 20 year period, 3 to less than 4 years.
Risk band and label	Risk Band 6, High	Risk Band 5, Medium to High
Target asset allocation	94% Growth assets 6% Defensive assets	70% Growth assets 30% Defensive assets
Suggested minimum timeframe	Very long (7 - 10 years +)	Long (5 - 10 years +)
Strategic asset allocation	<p><b>Benchmark % Range %</b></p> <ul style="list-style-type: none"> <li>● Australian Shares 34 25 - 60</li> <li>● Overseas Shares 34 25 - 60</li> <li>● Property 5 0 - 15</li> <li>● Private Equity 5 0 - 15</li> <li>● Growth Alternatives 8 0 - 20</li> <li>● Infrastructure 9 0 - 20</li> <li>● Defensive Alternatives 5 0 - 15</li> </ul>	<p><b>Benchmark % Range %</b></p> <ul style="list-style-type: none"> <li>● Australian Shares 27 15 - 45</li> <li>● Overseas Shares 27 15 - 45</li> <li>● Property 8 0 - 20</li> <li>● Private Equity 3 0 - 15</li> <li>● Growth Alternatives 6 0 - 15</li> <li>● Fixed Interest 13 0 - 30</li> <li>● Cash 3 0 - 15</li> <li>● Infrastructure 6 0 - 15</li> <li>● Defensive Alternatives 7 0 - 15</li> </ul>

Refer to the *Investment guide* at [csf.com.au/pds](https://csf.com.au/pds) for information on our default investment strategy and the other investment options that are available.

We may change the type of assets included in our investment options, or close, remove, or add new investment options from time to time. We will inform members of any changes.

## 6. Fees and costs

### Consumer advisory warning

#### Did you know?

Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns. For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30 year period (for example, reduce it from \$100,000 to \$80,000). You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs. You or your employer, as applicable, may be able to negotiate to pay lower fees\*. Ask the fund or your financial adviser.

#### To find out more

If you would like to find out more, or see the impact of the fees based on your own circumstances, the **Australian Securities and Investments Commission (ASIC)** website ([www.moneysmart.gov.au](http://www.moneysmart.gov.au)) has a superannuation calculator to help you check out different fee options.\*\*

\* This statement is required by law. Catholic Super's fees are not negotiable.

\*\* The superannuation calculator can be used to calculate the effect of fees and costs on account balances.

This document shows fees and other costs that you may be charged. These fees and other costs may be deducted from your account, from the returns on your investment or from the assets of the superannuation entity as a whole.

Other fees, such as activity fees, advice fees for personal advice, and insurance premiums, may also be charged, but these will depend on the nature of the activity, advice, or insurance chosen by you. Taxes, insurance fees and other costs relating to insurance are set out in *Fees and other costs* and our *Insurance Guide* available at [csf.com.au/pds](http://csf.com.au/pds).

You should read all the information about fees and costs because it is important to understand their impact on your investment.

### Fees and costs of MySuper options (Default Strategy)

Type of fee or cost	Amount		How and when paid
	Aggressive	Balanced	
Investment option			
Investment fee	0.77%^ per year	0.72%^ per year	The fee for managing your investment. This fee is not charged directly to your account, it is included in the calculation of unit prices.
Administration fee	\$93.60 per year <b>PLUS</b> 0.18% per year of your account balance, calculated monthly		Charged directly to your account.
Buy-sell spread	Nil		
Switching fee	Nil		
Exit fee	\$75		The fee for the full closure of your account with Catholic Super.
Advice fees <i>Relating to all members investing in the MySuper options</i>	Nil		
Other fees and costs	These depend on the nature of the activity, advice, or insurance chosen by you		See <i>Fees and other costs</i> and our <i>Insurance Guide</i> available at <a href="http://csf.com.au/pds">csf.com.au/pds</a> .
Indirect cost ratio	0.42% per year	0.45% per year	This is deducted from the investment earnings of the particular investment option and reflected in the calculation of the unit prices, not directly from your account.

^ Estimated fees are based on actual base fees for the 2017/18 financial year. They include an estimate for performance fees of 0.07% for the Aggressive option and 0.06% for the Balanced option which is what would be paid if all eligible managers outperformed their respective benchmarks by 1%. These fees may vary from year to year.



## MySuper options (Default Strategy) – fee examples

These tables give examples of how the fees and costs for our MySuper options (as part of our Default Strategy) can affect your superannuation investment over a one year period. You should use these tables to compare the fees for this superannuation product with other superannuation products.

Please refer to our *Investment guide* at [csf.com.au/pds](https://csf.com.au/pds) for details of our Default Strategy.

### Example: For members age 50 and under 100% in Aggressive (MySuper) option – account balance of \$50,000

Type of fee or cost	Amount	How and When Paid
Investment fee*	0.77% per year	For every \$50,000 you have in the Aggressive option you will be charged \$385 per year.
<b>PLUS:</b> Administration fee	\$93.60 (\$1.80 per week) PLUS 0.18% per year	<b>And</b> , you will be charged \$93.60 in administration fees regardless of your balance.  <b>Plus</b> , the administration fee of \$90 for every \$50,000, will be deducted from your account.
<b>PLUS:</b> Indirect costs for the MySuper product	0.42% per year	<b>And</b> , indirect costs of \$210 for every \$50,000 will be deducted from your investment.
<b>EQUALS:</b> Cost of product	\$778.60 per year	If your balance was \$50,000, then for that year you will be charged fees of \$778.60 for the Aggressive option.

### Example: For members age 53 and over 100% in Balanced (MySuper) option – account balance of \$50,000

Type of fee or cost	Amount	How and When Paid
Investment fee*	0.72% per year	For every \$50,000 you have in the Balanced option you will be charged \$360 per year.
<b>PLUS:</b> Administration fee	\$93.60 (\$1.80 per week) PLUS 0.18% per year	<b>And</b> , you will be charged \$93.60 in administration fees regardless of your balance.  <b>Plus</b> , the administration fee of \$90 for every \$50,000, will be deducted from your account.
<b>PLUS:</b> Indirect costs for the MySuper product	0.45% per year	<b>And</b> , indirect costs of \$225 for every \$50,000 will be deducted from your investment.
<b>EQUALS:</b> Cost of product	\$768.60 per year	If your balance was \$50,000, then for that year you will be charged fees of \$768.60 for the Balanced option.

- For members age 51 – 2/3 in Aggressive and 1/3 in Balanced (MySuper) options – If your account was \$50,000, then for that year you will be charged fees of \$775.27.
- For members age 52 – 1/3 in Aggressive and 2/3 in Balanced (MySuper) options – If your account was \$50,000, then for that year you will be charged fees of \$771.93.

#### Notes:

- Additional fees may apply. And, if you exit Catholic Super, you may also be charged an exit fee of \$75.
- The wording in these tables is prescribed by law. Investment fees and indirect costs are deducted from investment earnings of the particular investment options and are reflected in the unit prices. No investment and indirect costs are charged directly to members' accounts.
- These fees may vary from year to year. They are calculated using the base fees for the 2017/18 financial year as well as an estimate for future performance fees, which are payable if all eligible managers outperform their respective benchmarks by 1%.

**Warning:** If you consult a financial adviser, additional fees may be payable to the adviser. You should refer to the adviser's Financial Services Guide for details.

## Additions or alterations to fees and charges

The Trustee has the power to alter, increase, or introduce new charges at its discretion without your consent. You will be advised of any increase to charges at least 30 days before they are implemented. Investment management fees will vary from year to year depending on the total amount of funds under management in each option and the investment performance of each option.

If you require more information about Catholic Super's fees, please call us on **1300 655 002**.



You should read the important information about fees and costs before making a decision. Go to **csf.com.au/pds** and read *Fees and other costs*, which provides details of all direct and indirect fees, transactional and operational costs, performance-based fees, and borrowing costs. The material relating to fees and costs may change between the time when you read this information and the day when you sign the application form.

## 7. How super is taxed

**This section summarises the main government taxes that apply to superannuation at the time of preparation.**

### Tax on contributions

All employer contributions to Catholic Super (including amounts that have been salary sacrificed) and any personal contributions for which a tax deduction is claimed are subject to a 15% contributions tax. These are known as concessional contributions.

Contributions tax is paid by us to the ATO and we deduct this tax from your account.

The following contributions, known as non-concessional contributions, are not taxed:

- Personal contributions that are not claimed as a tax deduction
- Spouse contributions.

### Contribution caps

There are tax consequences if your contributions exceed the contribution caps set by the government.



The amount of the contribution caps, and how much extra tax you pay once you exceed them, depends on whether the contributions are concessional or non-concessional, your age and your marginal tax rate. Read *Making contributions to super* at **csf.com.au/pds** for more information about contribution caps. The material relating to contributions may change between the time when you read this information and the day when you sign the application form.

## Tax on investment earnings

Investment earnings in super funds are taxed at a maximum rate of 15%, with capital gains taxed at a discounted rate of 10% where assets are held for 12 months or longer. Where assets are invested in shares, the tax payable can be partly offset by franking credits and foreign tax credits. For the Managed Choice and Build Your Own investment options, this tax is deducted from the investment earnings before they are allocated to members' accounts and is included in the calculation of unit prices.

## Tax on withdrawals

The tax payable on the withdrawal of money from your super account depends on your age.

If you are 60 or older your superannuation withdrawal or retirement benefit will be tax free, whether it is taken as a lump sum or a pension. There is no limit on the amount of superannuation that can be taken tax free at age 60 or over on retirement. You will not be required to include superannuation benefits and pension payments in your tax return.

If you are under age 60, tax may be deducted when you are paid a benefit from Catholic Super. The amount of tax deducted from your benefit depends on a number of factors, such as:

- the nature of the benefit (i.e. retirement, death, disablement or resignation)
- your age when you withdraw the benefit
- the components of your super
- whether you take your benefit as a lump sum, retain it in the fund, use it to purchase a pension, or transfer it to an approved deposit fund, another approved arrangement, or to your new employer's default superannuation fund

## Tax file number (TFN)

Catholic Super is authorised to collect and use your TFN for specific purposes.

**Warning:** It is voluntary to quote your TFN and it is not an offence if you choose not to quote it. However if you don't provide your TFN, or don't tell us you are exempt from providing it:

- all employer and salary sacrifice contributions made to your super account will be taxed at the top marginal rate,
- we must deduct tax at the highest marginal rate plus the Medicare levy, from any withdrawals made from your super account; you may later be able to reclaim the additional tax from the ATO upon quoting your TFN,
- we will not be able to accept personal contributions from you, and
- you may find it more difficult to keep track of your superannuation benefits.



You should read the important information about how super is taxed before making a decision. Go to **[csf.com.au/pds](https://csf.com.au/pds)** and read *How super is taxed*. This material relating to how super is taxed may change between the time when you read this Information and the day when you sign the application form.

## 8. Insurance in your super

This is a summary of Catholic Super's insurance terms and conditions.



You should read the important information about eligibility for cover, cancelling or changing cover, the level and type of cover, insurance costs, when cover starts and ends, exclusions, loadings, restrictions and other important terms and conditions that may affect your entitlement to insurance before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read the *Insurance guide*. The material relating to insurance may change between the time when you read this information and the day when you sign the application form.

### Catholic Super offers three types of cover through MyLife MyInsurance

The main insured benefits available to eligible members of Catholic Super are:

**Death only cover:** provides your dependants or estate with a lump sum payment in the event of your death.

**Death and Total & Permanent Disablement (TPD) cover:** provides you (or, in the event of your death, your dependants or estate) with a lump sum payment in the event of your death, terminal illness, or TPD.

**Income Protection (IP) cover:** provides you with a monthly benefit replacing part of your income while you are unable to work due to illness or injury.

Death and TPD cover are available until age 70. Income Protection cover is available until age 70 subject to eligibility and approval by the Insurer.

To be eligible for insurance cover within Catholic Super, you must be:

- entitled to hold an interest in an Australian superannuation fund
- age 15 to under age 65
- a member of Catholic Super.

Where the above does not apply, you may be accepted by the Insurer in writing.

### Employer Sponsored members

Catholic Super's Employer Sponsored members (those who have SG contributions made by their employer) are automatically provided with a basic level of cover when they join Catholic Super (Default Cover).

Provided that you meet the relevant terms and conditions under the insurance policy, Default Cover is automatic.

If you have Default Cover and would like extra insurance cover you can apply for it. You may also be able to transfer cover from another insurance arrangement.

Broadly speaking, if you are provided with Default Cover, it will be Limited Cover for two years. This means that you are only covered for new illnesses or injuries that occur after the date cover commences.

### Special offer for new Employer Sponsored members in the first 60 days of receiving your Catholic Super Welcome Letter

Normally when you apply for increased Death, TPD or IP insurance cover, you need to go through a detailed insurance acceptance process by the Insurer including providing detailed health information and additional tests as required.

However, Catholic Super offers a special opportunity for new Employer Sponsored members from within 60 days of the date of your Welcome Letter to:

- double your Default Death and TPD cover; or
- select one of the four IP cover package choice options (including the Default Cover option)
- increase your IP cover to 85% of your salary, up to a maximum of \$12,000 per month.

To take up this offer, you will need to answer basic health questions, and the Insurer has the right to accept or decline your application. However, you need to act quickly, as this offer is only available for the first 60 days from the date of your Welcome Letter.

Please refer to the *Insurance guide* at [csf.com.au/pds](https://csf.com.au/pds) for more details about this special offer.

## Personal Plan members

As a Personal Plan member you are able to apply for Death, TPD and IP cover with Catholic Super.

### How to apply for, or increase, your cover

There are a number of options for you to apply for insurance cover or to increase your existing cover:

- online through MyLife Online
- over the phone with our Service Centre, or
- by completing the relevant form.

Visit [mylifemyinsurance.com.au/apply](https://mylifemyinsurance.com.au/apply) for more information.

You can also apply for additional cover after receiving a salary increase from your employer or when you experience a major life event:

- birth or adoption of a child
- marriage or divorce
- taking out a mortgage for your home
- increasing your mortgage for a renovation or addition to your home.

Depending on the type of application, you will need to answer basic health questions, and the Insurer has the right to accept or decline your application. If accepted, your additional cover starts on the date of Insurer acceptance. Refer to the *Insurance guide* for more details about increasing your cover.

### Duty of Disclosure

When applying for cover, you are requested to provide information about your health and lifestyle by the Insurer, and you may be subject to a Duty of Disclosure (refer to the *Insurance guide* for more details).

## When does my cover commence?

If you are an Employer Sponsored member, and provided you meet the relevant eligibility criteria under the insurance policy, Default Cover will commence from:

- The date you commenced employment with your contributing employer if your first SG contribution is received within 120 days of you joining your employer, or
- The date your first SG contribution is received if the above does not apply or is not provided.

If you apply for cover, your insurance cover starts on the date of the Insurer's acceptance.

## When does my cover cease?

In general, your cover will cease if you stop being a member of Catholic Super or there are insufficient funds in your super account to pay for your insurance premiums. There are specific terms and conditions outlined within the insurance policy. For more information on when your insurance cover will cease, please refer to the *Insurance guide*.

## Cost and amount of cover

Premiums are the cost of your insurance cover, and will be deducted directly from your account within the Fund on a monthly basis, in arrears from the date your insurance cover commences. The cost of cover may alter annually, or as your level of cover changes.

A summary of the amount and cost of cover are shown in the table below. The Trustee reserves the right to apply loadings to the costs of your insurance cover. Please refer to the *Insurance guide* for more details. The cost of cover may change in the future.

Cost of cover including Default Cover

Cover	Cost (deducted from your account)	Default Cover scale
Death and TPD	Costs ranging from \$0.21 to \$39.53 per \$1,000 sum insured per annum	Up to \$201,000 to age 34, reducing to \$0 at age 70
Death only	Costs ranging from \$0.16 to \$9.57 per \$1,000 sum insured per annum	Not applicable
Income Protection	<div>Costs ranging per \$1,000 sum insured per annum from:<div><div>5 year benefit period: 30 day waiting period: \$2.76 to \$40.40 60 day waiting period: \$1.61 to \$30.24</div><div><div>To age 65 benefit period: 30 day waiting period: \$4.81 to \$52.27 60 day waiting period: \$2.76 to \$39.96</div><div>To age 70 benefit period: 30 day waiting period: \$5.16 to \$98.77 60 day waiting period: \$2.96 to \$72.74</div></div></div></div>	<div><div>• Benefit Period: 5 years, or until age 65 (whichever comes first)</div><div>• Waiting Period: 60 days</div><div>• Up to \$3,000 monthly benefit (inclusive of any Superannuation Contribution Benefit), capped at 85% of your pre-disability income.</div></div>

**Warning –** Insurance premiums for the Default Death, TPD and Income Protection cover will be deducted from your account until you notify us that you wish to reduce or cancel your Default Cover.

For more information, please refer to the *Insurance guide*.

Opting out or reducing your cover

You can reduce your cover, including Default Cover to a lower amount of Death and TPD cover, or to Death only cover, or you can cancel the cover at any time.

To opt out or reduce your Default Cover without costs being incurred, you must notify us within 30 days of the date on your Welcome Letter, by completing the *Adjusting Your Insurance Cover – Fix, reduce, or cancel* form available at [mylifemyinsurance.com.au/resources](http://mylifemyinsurance.com.au/resources)

Payment of insured benefits

We cannot pay you an insured benefit until the Insurer has first accepted your claim and paid the insurance proceeds to us. Any insured benefit we receive from the Insurer is credited to your super account and invested in our Cash option until we receive further instructions from you.

Exclusions or restrictions for a benefit payment


There are certain exclusions and restrictions to the payment of an insured benefit. These exclusions and restrictions are outlined in the *Insurance guide*.

How to make a claim

If you need to make a claim, you need to submit a claim application to Catholic Super as soon as reasonably possible after the event giving rise to the claim occurs. You can do this by contacting us on **1300 655 002** and we will initiate your claim with our Insurer. If you are outside Australia and make or have an active claim, the Insurer may require you to return to Australia at your expense for the assessment of the claim.

Our Insurer

Catholic Super’s insurer is TAL Life Limited ABN 070 050 109 450, AFSL 237 848 (Insurer). Insurance cover within Catholic Super is provided under the insurance policies issued by the Insurer, and the Trustee owns the insurance policies.

 Information about eligibility, exclusions and cessation of cover that may affect your entitlement to insurance cover can be found in the *Insurance guide* available on our website at [csf.com.au/pds](http://csf.com.au/pds). You should read this information before deciding whether the insurance is appropriate for you.



## 9. How to open an account

### Joining Catholic Super is easy – here are three ways you can join:

- 1. Join online.** Visit [csf.com.au/join](https://csf.com.au/join). It takes a few minutes, and is completely paperless. You don't need to fill in any forms, we will create an account for you, and provide you with a confirmation by email.
- 2. Your employer can sign you up** automatically by submitting a contribution and your personal details on your behalf.  
Once your employer has signed you up as an Employer Sponsored member, we will send you a Welcome Pack which includes your membership details and your member number.
- 3. Complete a member application form.** You can download a member application form from [csf.com.au/forms](https://csf.com.au/forms) or request one by calling **1300 655 002**.

If you are contributing to Catholic Super directly rather than via an employer, you will need to join Catholic Super's Personal Plan and apply for insurance cover if you would like insurance.

### Cooling off

A cooling off period is available to you if you become a member as a result of completing a member application form or joining online, but not if you have been joined to Catholic Super as an Employer Sponsored member by your employer.

After you apply to join Catholic Super you have 14 days (from the date on which Catholic Super sends you confirmation of your application being accepted) to cancel your membership should you change your mind.

The amount of the refund you receive will be adjusted to take into account movements in investment values during the period between joining and cancelling membership. You will also be liable for any government taxes and charges paid by Catholic Super on your behalf. Any of the contributions you have made which were transferred from another super fund, and the portion of your account which is subject to preservation requirements, cannot be refunded to you but must be transferred to another super fund of your choice.

## Enquiries and complaints

Members, employers, and beneficiaries with enquiries or complaints should contact us in one of the following ways:

### Telephone:

**1300 655 002**

8am to 7pm AEST/AEDT, Monday to Friday

### Email:

[info@csf.com.au](mailto:info@csf.com.au)

### Mail:

**Catholic Super**

**GPO Box 4303**

**Melbourne VIC 3001**



You should read the important information about making enquiries and complaints before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Making enquiries and complaints*. The material relating to making enquiries and complaints may change between the time when you read this information and the day when you sign the application form.

## 10. Other information

### Protecting your privacy

Catholic Super collects your personal information in order to establish and manage your superannuation account.



You should read the important information about your privacy before making a decision. Go to [csf.com.au/pds](https://csf.com.au/pds) and read *Your privacy*. The material relating to your privacy may change between the time when you read this information and the day when you sign the application form.

**Peace of mind  
knowing you're  
protected**



After reading this PDS, if you have any questions or would like more information about Catholic Super, please don't hesitate to contact us.

## Call

**1300 655 002**

Our Service Centre is available  
8am to 7pm AEST/AEDT, Monday to Friday

## Email

**info@csf.com.au**

## Visit

**csf.com.au** for the latest information, brochures and forms

For online access to your Catholic Super account, visit  
**csf.com.au/mylife-online**

## Post

**GPO Box 4303  
Melbourne VIC 3001**

## Social Media



@catholicsuperannuation



@catholicsuper



@catholic\_super

BRISBANE | CAIRNS | CANBERRA | DARWIN | GEELONG  
HOBART | MELBOURNE | PERTH | RINGWOOD | SYDNEY



From time to time the Trustee may provide updates to the information contained in this PDS. Any non-materially adverse changes to the information in this PDS (including incorporated information which forms part of this PDS) may be updated on our website [csf.com.au](http://csf.com.au). A copy of any updated information can be obtained on request free of charge by calling 1300 655 002.