



## Pension guide.

Giving you the freedom to enjoy your retirement

Product Disclosure Statement issued on 1 July 2024



Please note: If you have a Term Pension, Term Allocated Pension or Lifetime Pension under a former Statewide Super pension arrangement you should refer to the information in the Statewide Super Legacy Product Guide at [hostplus.com.au/pds](https://hostplus.com.au/pds)

If you have a Term Pension, Term Allocated Pension or Lifetime Pension under a former Maritime Super pension arrangement, you should refer to the information in the Maritime Super Legacy Product Guide at [hostplus.com.au/maritime](https://hostplus.com.au/maritime)

## The purpose of this guide

This Pension Guide Product Disclosure Statement (guide) explains how the Hostplus Pension works and to help you determine whether it's right for you. It gives you information about the features, benefits, costs and risks of the Hostplus Pension who manages the product, your investment options, fees and costs, and important information about tax and other regulatory matters.

Please read this guide and either complete and return the membership form provided in the back section, or join online by going to: [pensions.hostplus.com.au](https://pensions.hostplus.com.au). The information you provide helps us complete your membership and improve our services to you. Please keep a copy of the guide for future reference.

Host-Plus Pty Limited ABN 79 008 634 704 is the trustee and licensee responsible for the Hostplus Superannuation Fund which includes the Hostplus Pension. Host-Plus Pty Limited is licensed to act as the trustee for the fund and also holds an Australian Financial Services Licence (AFSL No. 244392). The registered office of Host-Plus Pty Limited (trustee) is located at Level 9, 114 William St, Melbourne VIC 3000.

This guide dated 1 July 2024 is issued by Host-Plus Pty Limited as trustee for the fund. A reference in this guide to "the trustee", "we" or "us" is to Host-Plus Pty Ltd in that capacity.

Issued by Host-Plus Pty Limited ABN 79 008 634 704, Australian Financial Services Licence No. 244392 as trustee for the Hostplus Superannuation Fund ABN 68 657 495 890, Unique Superannuation Identifier HOS0100AU.

## General advice warning

The information in this guide is of a general nature. It has been prepared without taking into account your particular investment objectives, circumstances, financial situation or needs. Before acting on the information in this guide you should consider your own investment objectives, circumstances, financial situation and needs. You should consider seeking the advice of a licensed tax (financial) adviser. This guide is not intended to be, and should not be construed in any way as, investment, legal or financial advice.

You should also read and understand this guide in full, before making a decision to invest in Hostplus Pension.

For a description of the target market, please read the Target Market Determination (TMD), available at [hostplus.com.au/ddo](https://hostplus.com.au/ddo)

There are a number of service providers who assist the trustee to deliver this pension product. For a full list of our service providers, please visit [hostplus.com.au/super/about-us/governance-and-disclosures](https://hostplus.com.au/super/about-us/governance-and-disclosures)

Throughout this guide you may see references to statements about our service providers. The service providers have consented to these statements being included in this guide, and that consent has not been withdrawn.

While every care has been taken to ensure that the information in this document is correct, Hostplus reserves the right to correct any error or misprint in respect of the information shown.

## Important things to know

The information in this product disclosure statement is current at the date of publication. It may change due to amendments to legislation or regulations, fund rules and other causes. In the event of a material change occurring in the information contained in this guide, the trustee will notify existing members in writing.

Hostplus may update information via its website, rather than via the PDS, if that information is not materially adverse to members.

You can find this updated information at [hostplus.com.au/retirement](https://hostplus.com.au/retirement) and on request, we will provide you, at no charge, a paper or electronic copy.

For the most up-to-date information, visit [hostplus.com.au/retirement](https://hostplus.com.au/retirement) or call **1300 348 546**, 8am – 8pm AEST/AEDT, Monday to Friday. You can call this number from anywhere within Australia for the cost of a local call.

You may request a printed copy of any change, which will be provided free of charge.

The trustee, the underlying investment managers and the appointed custodian, do not guarantee the performance or success of the product described in this guide, the rate of income or return from, or the repayment of any of your investment in it.

If you are printing an electronic version of this guide you must print all pages including the membership form. If you intend to invest in the Hostplus Pension, you must use the membership form provided in this guide or apply online at: [pensions.hostplus.com.au](https://pensions.hostplus.com.au)

A printed copy of this guide is available free of charge upon request by calling 1300 348 546, 8am – 8pm AEST/AEDT, Monday to Friday.

Hostplus is not required to accept your application. A 14-day cooling off period applies to your initial investment in the Hostplus Pension for you to reconsider your investment.

In this guide, 'the fund' refers to Hostplus Superannuation Fund and the Hostplus Pension.

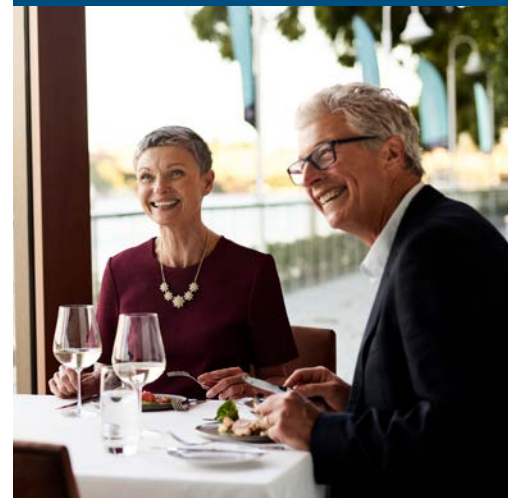
The trustee does not recommend that you make decisions concerning your financial arrangements based solely on the information in this guide.

## For more information or help

<b>Call</b>	1300 348 546, 8am – 8pm AEST/AEDT, Monday to Friday
<b>Visit</b>	<a href="https://hostplus.com.au/retirement">hostplus.com.au/retirement</a>
<b>Contact us</b>	<a href="https://hostplus.com.au/contact">hostplus.com.au/contact</a>
<b>Mail</b>	Locked Bag 5046, Parramatta NSW 2124

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# About Hostplus

Hostplus is the industry superannuation fund for the hospitality, tourism, recreation and sport industries – but generally, anyone can join. Founded in 1988, we offer low administration fees\*, and we're run to benefit our members – you.

## Hostplus Pension

You've worked hard to grow your retirement savings over the years. And now you can finally put your feet up and enjoy it. But retirement brings its own set of considerations. To help take some of the complexity out of your decisions, we offer Hostplus Pension, a great way to secure a regular income for your retirement. What's more, you can continue to enjoy all the benefits of being a Hostplus member even after you retire.

## Competitive fees

Hostplus Pension members pay an administration fee of \$4.50 per week plus 0.0165% of their account balance per year.

An additional \$61.42 p.a. per member is also deducted from the Fund's Administration Reserve during the year and not directly from members' account balances. Other fees and costs apply.

## A top performer over the long term

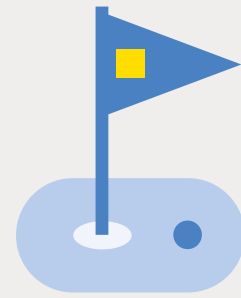
Our Balanced investment option is ranked number two versus peers over a rolling 10 year period. Source: SuperRatings Pension Fund Crediting Rate Survey – SRP50 Balanced (60–76) Index, April 2024.\*\*

Throughout this product disclosure statement (PDS) we refer to the Balanced investment option. Hostplus offers the Balanced investment option in the accumulation, transition to retirement and pension phase. Unless specified otherwise, all references to the Balanced option in the Pension PDS refer to the Balanced option in the pension and Transition to Retirement (TTR) phase.

## We're here for you

If you have any questions about Hostplus Pension, our customer service representatives are here to help. Simply call **1300 348 546**, 8am – 8pm AEST/AEDT, Monday to Friday. Or contact us at [hostplus.com.au/contact](https://hostplus.com.au/contact).

\*Other fees and costs apply. \*\*Past performance is not a reliable indicator of future performance and should never be the sole factor considered when selecting a superannuation fund.



# Reaping your rewards

Whether you're nearing retirement or fully retired, you can look forward to enjoying a lifetime of saving. But now you've got to decide how you'd like to manage your money. If you'd like to spread your savings over a period of time, then using an account-based pension to fund your retirement could be the option you're looking for. Here's why.

## What is an account-based pension?

An account-based pension is simply an investment in a fund that produces a regular income for your retirement – much like your salary while you were working.

And the money you're not using for income can also be invested in a range of investment options.

In most cases, you can withdraw – commute – some or all of your account into a lump sum payment at any point. And in the event of your death, the remaining balance of your account can be paid to your spouse, dependants, estate or beneficiaries.

We call our account-based pension product Hostplus Pension.

If you're nearing retirement, Hostplus Pension also gives you the opportunity to take advantage of Transition To Retirement (TTR) rules that allow you to access your super while you're still working. We explain TTR accounts a bit more on [page 7](#).

You can plan for the future but you never know when life is going to throw you a curve ball. That's why Hostplus Pension gives you the flexibility to enjoy your savings the way you want.

## How does Hostplus Pension work?

You need to invest a minimum of \$10,000 but no more than the general transfer balance cap in the relevant financial year. The general transfer balance cap is the maximum amount of capital that you can transfer into a tax-free environment such as a pension account. You can invest your Hostplus super monies or roll over a benefit from one or more super funds.

When you invest in Hostplus Pension, we'll start an account in your name. You'll then be able to tell us how much income you'd like to receive and how often. You can choose to change your payment amount or frequency at any time as your needs change, as long as the amounts you choose comply with the limits set by the Federal Government (see [page 10](#) for details).

Your account works on an accumulation basis, which means net investment returns (these can be positive or negative) are applied to your account while fees, taxes (if applicable), costs and pension payments, are deducted from your account, until your account is exhausted.

It is important to note that your pension account in the Hostplus Pension may not provide an income stream for the remainder of your life. Pension payments in accordance with the type of pension you select will only be made while there is enough money in your account.

How long your pension account lasts depends on several factors, including:

- the amount of your initial investment
- the amount taken as income
- any amounts withdrawn or commuted, and
- investment performance.

In the event of your death, the remaining balance in your account can be paid to your beneficiaries.

Once you've started your pension account, you won't be able to make additional contributions to it. If you'd like to invest more funds, you can start a second pension account in your name, as long as you meet the minimum investment requirement. This minimum amount must be transferred directly from a complying super fund.

If you are investing funds from more than one source, your funds will only be invested in your chosen investment option(s) – or the default option – and receive returns from that investment option(s) once all the funds you intend to invest are received by Hostplus Pension.

Refer to the investment section on [pages 15 – 57](#) and the fees section on [pages 58 – 65](#) for more information.

## Transfer balance cap

The general transfer balance cap is \$1.9 million in the 2024-25 financial year, and it represents the amount of money you can have in the tax-free environment such as when you commence a pension, or you reach a condition of release with a nil cashing restriction while you hold a Transition to Retirement account.

If your pension account balance increases as a result of positive investment returns, your pension account balance can exceed the general transfer balance cap by the value of those investment returns. However, if it decreases as a result of pension payments or investment losses, you cannot top up.

### Penalties apply if you exceed the general transfer balance cap

You are responsible for ensuring that your commencement value of the pension account is within your personal transfer balance cap. Your personal transfer balance cap includes amounts held in any other superannuation account-based pension. Your personal transfer balance cap will equal the general transfer balance cap in the relevant financial year when you commence a pension and enter the tax-free environment.

Tax on amounts that are transferred in excess of the \$1.9 million cap (including earnings on these excess transferred amounts) will apply. Excess amounts can be withdrawn from the pension account and transferred to a superannuation account where you can enjoy concessional tax treatment of investment earnings. If you are over 60 and meet a condition of release, and transfer excess amounts into your super, you can access this money anytime tax free. Alternatively you can withdraw the excess balance from superannuation altogether.

If you exceed your personal transfer balance cap, you may at anytime withdraw the excess amount or the ATO will direct you to commute (reduce) the amount of money you have in the tax-free environment by the amount of the excess (including excess transfer balance earnings) to rectify the breach.

If you do not act with the commutation authority issued to you by the ATO. The ATO will send it to Hostplus directly. Hostplus will contact you requesting instructions for the commutation amount.

Hostplus will send you a letter requesting instructions for the commutation amount. If you do not respond within 15 days of the date of the letter, Hostplus will transfer the amount into your existing Hostplus super account, or create a new Personal Super Plan account.

If a new Personal Super Plan is created on your behalf, the amount commuted will be invested in the Hostplus Balanced (MySuper) option in accordance with the Hostplus Superannuation and Personal Super Plan Product Disclosure Statement.

### If you withdraw a lump sum from your pension account

Withdrawing a partial or full lump sum from your Hostplus pension account or from the total amount that is in the tax-free environment will free up the amount of space you can have in the tax-free environment at a future date. However, to work out the total amount of cap space that you can utilise you should consider if any proportional indexation will apply in addition to the lump sum amount withdrawn.

Additional events that may also free up your transfer balance cap space include family law payments, structured settlements, fraud and in some cases bankruptcy.

## The benefits of Hostplus Pension

Hostplus Pension can provide you with these benefits:

- a regular income paid into your bank account
- flexible and tax free income once you reach age 60
- tax free access to your capital once you reach age 60 and have stopped working
- investment choice including access to a range of professional investment managers across different asset classes
- ability to directly buy and sell shares, Exchange Traded Funds (ETFs), Listed Investment Companies (LICs) or invest in term deposits through Choiceplus.
 

**Please note: Choiceplus is not available through TTR accounts – but members may still invest in Choiceplus through a super account**
- tax free net investment returns (TTR pension accounts however, are taxed at 15%)
- financial planning advice ([see page 8](#)).

## **i** Hostplus Pension Online

You can access your Hostplus Pension account online. This service has been developed to provide you with 24 hour, 7 days a week access to all the information you need on your account. You now have access to do the following:

- review your account balance and investment details
- check and update your personal information
- change your investment strategy
- view your transaction history
- access your Centrelink schedule
- request a lump-sum withdrawal (limits apply\* and not available for TTR accounts)
- make changes to your pension payments
- Choiceplus members can buy and sell shares, ETFs, LICs or invest in term deposits. **Please note: Choiceplus is not available through TTR accounts – but members may still invest in Choiceplus through a super account.**

\*minimum of \$1,000 and maximum of \$150,000 or 90% of your account balance, whichever is smaller.

## How much can I withdraw from my account?

As long as you withdraw the minimum limit set by the Federal Government (see [page 10](#)), you can draw as much – or as little – as you like from your account.

Some people decide on how long they'd like to receive payments and divide their super balance by the number of years of retirement to work out their payment amount.

Others think about how much they'll need each month and use that amount to work out how long they'll receive payments.

We recommend you speak to a licensed financial adviser to work out what's best for you.

## Can anyone invest in Hostplus Pension?

To invest in Hostplus Pension, you need to have a minimum of \$10,000 in super (with either Hostplus or another super fund), and have met one of the following conditions of release.

- you have reached age 60 and have retired
- you have changed employers since turning age 60
- you have reached age 65
- you are totally and permanently disabled
- you are terminally ill
- you are an eligible dependant in receipt of a death benefit income stream.

If you have reached age 60 and are still working (and don't meet any of the conditions for release above) you can start a Transition to Retirement (TTR) account.

Your TTR account will be in a taxed environment until you meet a condition of release with a nil cashing restriction.

## Transition to Retirement (TTR) accounts

The TTR rules allow you to access your super while you're still working. Putting your savings in a TTR account and drawing an income provides you with several benefits as you prepare for retirement.

- You can reduce your hours in full-time employment, still contribute to super and ease into retirement without loss of income.
- You can also make salary sacrifice super contributions, up to the concessional contribution cap, from your current wage and reduce the amount of tax you pay without loss of income.
- The investment returns in a TTR account are subject to a 15% tax rate.

The ability to successfully take advantage of the TTR rules will vary from person to person so we recommend you seek financial and taxation advice to work out what's best for you.

TTR is available to any person over age 60 who has accumulated a minimum of \$10,000 in super (held with Hostplus or rolled over from another super fund). You won't be able to commute a TTR account into a lump sum payout until you satisfy a condition of release, except for any unrestricted non-preserved component.

If your circumstances change, you can transfer the balance of your TTR account into your superannuation fund.

## When does a Transition to Retirement (TTR) account convert into a Pension account?

A TTR account is governed by the TTR rules outlined on page 7 and will convert into a Pension account upon meeting any of the following conditions of release:

- Attaining age 65\*
- Changing employers after reaching age 60\*
- Retirement\*
- Being diagnosed as terminally ill or permanently incapacitated\*

Upon conversion, you will no longer be subject to the TTR restrictions (as set out on [page 7](#)), and:

You will no longer be bound by the annual 10% maximum pension payment limit (refer to [page 10](#))

You will gain the ability to make lump sum withdrawals from your account

Your account's investment earnings will become tax-free (as opposed to being taxed at 15%)

There is no cap on the amount of funds you can hold in a TTR account. However, upon conversion to a Pension account, the transfer balance cap is triggered. The general transfer balance cap, currently set at \$1.9 million, limits how much money you can have in the tax-free environment (i.e., a Hostplus Pension account).

For further details on the Transfer balance cap, please see [page 6](#).

\*A TTR account will convert into a Pension account shortly after your 65th birthday. However, you must inform us in writing if you meet any other condition of release.

## Can you add more funds into a Hostplus Pension or TTR account?

Once your Hostplus Pension or Transition to Retirement (TTR) account has started, you won't be able to add more money to it. However, if you'd like to invest additional funds, you have a couple of options:

You can start another Hostplus Pension or TTR account (subject to eligibility and minimum investment requirements, as outlined on page 7).

Alternatively, you can consolidate your existing Hostplus Pension or TTR account with your additional funds into a new Hostplus Pension or TTR account. Keep in mind that this will close your current account, and if it hasn't paid you the legislated minimum payment for the financial year, a pro-rata minimum payment will be made to you before the account is closed.

## Get expert advice

Deciding what to do with your super when you retire can be both complex and confusing.

While we've tried to make our Pension guide easy to understand, this guide can only give you general information about how an account-based pension works. It doesn't say how an account-based pension might work for you personally. To work out whether an account-based pension is the right way for you to manage your retirement savings, we recommend you talk to a licensed financial planner.

A licensed financial planner can help you with the following questions:

- how much of your super you should move into a pension account,
- how much and how often you receive in each payment,
- how your money should be invested, and
- will it have an impact on how much or whether you receive the Age Pension.

Hostplus members across Australia have access to high quality, competitively priced financial advice from Hostplus employed financial planners.<sup>1</sup>

The financial planners are experts in all things retirement and can provide you with personal advice in plain English to help you meet your retirement goals today.

You may also elect to engage a financial adviser of your choice and have the ability to provide them access to your Hostplus information.

For advice relating to Hostplus, your adviser may request an advice fee deduction from your Hostplus account. Details of fees can be found on [page 58](#).

For more information or to arrange a consultation, simply call us on **1300 303 188** or visit [hostplus.com.au/financial-planning](https://hostplus.com.au/financial-planning)

1. Hostplus has engaged Industry Fund Services Limited (IFS) ABN 54 007 016 195, AFSL 232514 to facilitate the provision of personal financial advice to members of Hostplus. Advice is provided by Hostplus financial planners who are Authorised Representatives of IFS. Fees may apply for personal financial advice; for further information about the cost of personal advice, you can speak with your Hostplus financial planner or visit our website [hostplus.com.au](https://hostplus.com.au). Information to help you decide whether you want to use personal financial advice services being offered is set out in the relevant IFS Financial Services Guide, a copy of which is available from your Hostplus financial planner.



# Hostplus Pension in detail

Now that you have a better idea of what an account-based pension is, read on for more information about how your Hostplus Pension account works. You can also refer to the glossary on [page 71](#) for definitions of the terms used.

## Receiving pension payments

Payments are made into your nominated Australian bank, building society or credit union account. Your nominated account must be held either in your name or if the nominated account is held jointly, you must be one of the account holders (accounts in the name of a business are not permitted).

You can choose to receive your payments fortnightly, monthly, quarterly, half yearly or yearly. For monthly payments, you can decide if you'd prefer to receive payments on the 15th day or the last day of the month.

For quarterly, half-yearly, or yearly payments, you can pick the month you would like your first payment to occur. Payment in the month chosen can be either mid-month (except for yearly payments made in July) or end of month. Your pension payments will only commence once all funds have been received. In this instance, payments will be made at the end of the month after the funds are allocated to your account.

If you do not nominate payment frequency, the payment frequency will default to an annual payment in June.

Your subsequent payments will then occur on the appropriate date after your initial payment, according to your instructions, unless you advise us in writing or online to alter your next payment.

Where your nominated payment date falls on a weekend or public holiday, payment will be made one working day before the payment date.

Your pension payments must start in the same financial year that you invest in Hostplus Pension. If you invest in Hostplus Pension between 1 – 30 June, you can choose to start your payments in the following financial year.

If you are invested in more than one investment option you can choose to draw down your investments in one of three ways:

- **Proportional:** you decide the proportion of your payment to be drawn down from your investments eg. 50% Cash (sector investment option), 50% Balanced (pre-mixed option).

- **Priority order:** you choose the order in which your payment is drawn from each option eg. Balanced (pre-mixed option) first, then Diversified Fixed Interest (sector investment option).
- **Pro-rata:** your payment is drawn in the same proportion from each option as your total account balance eg. if 60% of your account balance is invested in Cash (sector investment option), then 60% of your payment is drawn from Cash.

If you don't make a selection, then payment will be Pro-rata.

If the investment option you choose to draw payment from runs out of funds, Hostplus Pension will draw your payments on a pro-rata basis from the remaining investment options – excluding the Choiceplus option.

You cannot draw a payment from the Choiceplus investment option.

Members investing in Choiceplus will need to maintain an income payment reserve in their non Choiceplus investments, allowing Hostplus to pay you at least the minimum annual pension required by legislation. The income payment reserve is further explained on [page 71](#).

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**i Please note: Choiceplus is not available through TTR accounts – but members may still invest in Choiceplus through a super account.**

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At the start of each financial year, we'll notify you of your new pension payment amount for the year ahead. Your pension payment may increase or decrease from the previous year. You can choose to alter this amount as long as you meet the minimum criteria set out by the Federal Government (outlined below).

Once your account balance reduces to \$1,000, it will be paid to you via direct credit and the account will be closed. This may vary for TTR members.

We recommend you seek financial advice regarding the proportion, frequency and order in which your income payments are paid.

Your payment nomination will remain in place until you advise us in writing to change it.

## End of financial year processing

Due to the end of financial year processing, the declared unit price may not be finalised for up to fourteen (14) days after the end of June. This means that:

- Fortnightly pension payments falling due in the fortnight after 30 June will be payable the fortnight after, and you may receive two fortnightly pension payments during this period.
- The estimated minimum/maximum payments visible in Member Online from 1 July may vary to the actual minimum/maximum payment you receive.

## Minimum limits on your pension payments

The Federal Government has set a minimum limit on the amount that must be paid to you each year from your pension account. There is no maximum (except for TTR accounts – see further below for details). The limit is simply a percentage of your account balance at the beginning of each financial year, or on the commencement date of your pension account in its first year.

### Minimum pension draw-down rates for the 2024-25 income years.

The following minimum draw-down rates are applicable to Hostplus Pension (Account-based pension and Transition to Retirement (TTR) pension accounts). Please note that reductions to minimum drawdown rates during COVID-19 have now ceased.

Age	Minimum draw-down rates (2024-25)
Under 65	4%
65-74	5%
75-79	6%
80-84	7%
85-89	9%
90-94	11%
95+	14%

### Example

Helen is 62 years old and has invested \$80,000 in Hostplus Pension. Generally for 2024-25, the minimum payment she can receive is:

$$\text{\$80,000} \times 4\% = \text{\$3,200}$$

Helen can draw as little as \$3,200 or as much as \$80,000 during the year. Of course the more she draws, the less income will be available in later years from her pension account.

This example is provided for illustrative purposes only.

There is no maximum withdrawal amount other than the balance of your Pension account, unless it is a TTR Pension.

When you establish your pension account with Hostplus and you have requested to receive the minimum income limit, the amount paid to you in your first year will be the pro-rated minimum amount from the commencement date of your account to 30 June, unless you request a pre-selected income amount.

Members investing in Choiceplus will need to maintain an income payment reserve in their non Choiceplus investments, allowing Hostplus to pay you at least the minimum annual pension required by legislation.

**i** Please note: Choiceplus is not available through TTR accounts – but members may still invest in Choiceplus through a super account.

## Maximum limits for TTR accounts

When you have a TTR account, a maximum annual income limit applies. This is 10% of your account balance at the beginning of each financial year, or on the start date of your TTR account in its first year.

However this limit does not include payments made to pay:

- superannuation contribution surcharge
- tax on excess contributions.

The maximum income limit applies until you meet a condition of release as set out on [page 7](#) under the heading “Can anyone invest in Hostplus Pension?”.

### Example

Ernie is 60 years old and has invested \$150,000 in a Hostplus TTR account. Generally, the minimum payment he can receive is:

$$\text{\$150,000} \times 4\% = \text{\$6,000}$$

Because Ernie has commenced a TTR account, the maximum amount he can withdraw for the year is

$$\text{\$150,000} \times 10\% = \text{\$15,000}$$

This example is provided for illustrative purposes only.

## Keeping up with inflation

You can nominate to have your Hostplus Pension payments indexed each year to keep up with inflation as measured by the Consumer Price Index (CPI) or indexed by a maximum of 5%. This feature is available only to members who haven't selected minimum or maximum drawdown amounts for their Hostplus Pension payments. Remember, a maximum limit only applies if you've selected the TTR option. To have your payments indexed each year, please ensure you complete the details in Step 4 of the membership form.

## Withdrawing from Hostplus Pension

You can fully or partially withdraw or commute your pension account to a lump sum payment at any time, (unless it is a TTR account), by making a withdrawal request.

The minimum partial withdrawal you can make from any investment option is 1% unless you are withdrawing your entire balance. Please refer to [page 67](#) for the tax treatment applicable to lump sum withdrawals. Withdrawals can only be paid to pre-nominated bank accounts just like your pension payments. Also, a minimum balance of 1% must be maintained in each chosen investment option.

Simply complete a withdrawal form and mail the signed form to Hostplus Pension or advise us online. You can obtain a form by calling **1300 348 546** or from [hostplus.com.au/retirement](http://hostplus.com.au/retirement)

Withdrawal requests must be authorised by the appropriate signatories. Unsigned withdrawal requests will not be processed. Please note that once your withdrawal request is received, it can only be cancelled by providing us with written consent. We will process your withdrawal request and transfer your money to your previously nominated rollover institution or bank, building society or credit union account on your behalf.

Members investing in Choiceplus and making partial withdrawals will still need to maintain an income payment reserve.

Email and fax requests cannot be accepted.

The unit price of each investment option is declared and published daily.

Your completed request will usually be paid after two national business days using the latest available unit price. From time to time it may take longer.

Withdrawing money may have tax and/or social security implications.

From age 60, lump sum withdrawals made from your account (where permitted) are tax free. If you are under 60, tax may apply.

Please refer to the section headed, "Taxation" on [page 66](#) for more information.

Commutations (lump sum withdrawals) made may also affect your Centrelink entitlements. For further information contact your licensed financial adviser or Centrelink.

Lump sum withdrawals from your pension account will increase your transfer balance cap space by the amount withdrawn.

## Transferring in or out of an APRA regulated fund

If you are transferring your monies in or out of Hostplus Pension to or from an APRA regulated fund, we are required to process your request within 3 days of receiving completed documentation. Your request will be processed using the latest available unit price.

If you have a TTR account, it can only be commuted:

- to pay out an unrestricted non-preserved benefit
- to pay a superannuation contributions surcharge
- to give effect to a payment split under family law
- to purchase another non-commutable pension product
- to rollover to your nominated super fund
- if you meet a condition of release as detailed on [page 7](#).

To find out more about commuting your pension account to a lump sum, simply call **1300 348 546**, 8am – 8pm AEST/AEDT, Monday to Friday.

## Deciding who benefits from your pension account

In the event of your death, the remaining balance of your Hostplus Pension account may be paid to your dependants or legal personal representative (ie. executor or administrator of your estate, or if neither are available, to other beneficiaries, subject to the law's requirements).

The benefit may be paid as a lump sum or can generally be paid as a continuing Hostplus pension to certain dependants.

A death benefit paid as a lump sum can be received by the following dependants:

- your spouse (including de facto and same sex spouse)
- your child/children (including an adopted child, a step child, an ex-nuptial child)
- an interdependant.

You have an interdependency relationship with another person (whether or not related by family) if all the following conditions are satisfied:

- you have a close personal relationship with the other person, and
- both of you live together, and
- one or each of you provides financial support to the other, and
- one or each of you provides domestic support and personal care to the other.

An interdependant relationship can also exist if a close personal relationship exists but the other requirements for interdependency are not satisfied because of a physical, intellectual or psychiatric disability.

A death benefit paid as a Hostplus pension includes the following dependants:

- your current and any former spouse (including a de facto spouse)
- a permanently disabled child
- a child between 18 – 25 years of age, who is financially dependant on you\*
- a child under 18 years of age.

\* A child aged 18 years or over cannot receive the death benefit in the form of a pension unless financially dependant and then, once the child turns 25 any reversionary pension must be commuted (cash) as a tax free lump sum. If the child is permanently disabled, there is no requirement to commute the reversionary pension.

## Make sure your loved ones benefit

You've worked hard for your retirement savings, so make sure it benefits those who matter most to you by nominating a beneficiary at the time you invest in Hostplus Pension. Nominating a beneficiary helps ensure those close to you are looked after.

### Three ways to make a nomination

#### 1. Nominate a reversionary beneficiary

If you nominate a reversionary beneficiary when you start your pension account, payments will automatically revert to the nominated person upon your death.\*

The total value of the reversionary pension will count towards the recipient's personal transfer balance cap. The payment will count towards the personal transfer balance cap 12 months from the day when they start to receive the death benefit income stream.

The general transfer balance cap limits how much money can be in the tax-free environment.

If you would like to change or remove your reversionary beneficiary at a later date, you can only do so by completing a new Hostplus Pension application and transferring your existing Hostplus Pension account to a new Hostplus Pension account.

Once a reversionary beneficiary nomination has been accepted by the trustee, it is generally binding.

At the time of your death, your beneficiary will need to provide certain documents to the trustee to prove their identity in accordance with the trustee's requirements and any legal requirements including without limitation under the Anti Money Laundering and Counter Terrorism Financing (AML/CTF) Act 2006.

If you have nominated a reversionary beneficiary, they can request to redeem the remaining money in your account as a lump sum payment. However, certain tax implications may apply when this withdrawal is made.

At the time your pension reverts to your nominated beneficiary, the beneficiary will be asked to provide the following information to us:

- a tax file number (TFN) Declaration form if the beneficiary is less than 60 years old
- such personal information about the beneficiary as the trustee requires
- the beneficiary's bank account details, and
- such proof of identity as the trustee requires.

\* A child aged 18 years or over cannot receive the death benefit in the form of a pension unless financially dependant and then, once the child turns 25 any reversionary pension must be commuted (cash) as a tax free lump sum. If the child is permanently disabled, there is no requirement to commute the reversionary pension.

Where your nominated reversionary beneficiary is less than 60 years old and does not provide a TFN Declaration form, the beneficiary may be subject to the highest tax rate.

Please refer to the section headed, "Taxation" on [page 66](#) for more information.

All fund rules and laws regulating your pension will continue to apply to the pension following reversion to your nominated beneficiary.

If your nominated reversionary beneficiary elects to receive a reversionary pension, and they subsequently die while still entitled to these pension payments, the balance of the pension account may be paid as a lump sum to either the deceased member's dependant(s) or their estate. Please see page 12 'Deciding who benefits from your pension account' for more information about how the Trustee pays benefits upon a member's death.

We recommend you seek financial advice if you wish to make a reversionary nomination. Please see [page 8](#) for more information about financial advice.

## 2. Make a binding nomination

A valid and effective binding death benefit nomination is a binding direction from you to the Trustee to pay any death benefit to your estate or to one or more Dependants nominated by you and in the proportions that you have specified. If you make a binding death benefit nomination and it is still valid and in effect at the event of your death, the Trustee will usually be bound to follow it and pay your death benefit to your estate and/or the Dependants you have nominated and in the proportions specified by you.

Your nomination will become invalid if your beneficiary is no longer a dependant at the time of your death and the trustee will use its discretion to make benefit payments. Therefore, you should make a new binding nomination if any of your death benefit nominees is no longer a dependant.

Where you nominate more than one beneficiary you must also clearly state the proportions of the benefit each is to receive.

To help you keep track of your nominations, Hostplus Pension will notify you of your nomination on your annual statements and provide the opportunity to confirm or change it. Prior to your nomination lapsing, we will notify you in writing. You can also change it at any other time, by completing and returning a binding death nomination form – available from [hostplus.com.au/retirement](https://hostplus.com.au/retirement) or by calling 1300 348 546.

At the time of a claim, your beneficiary can choose to receive the pension account as a lump sum payment or if eligible to do so opt to receive an income stream.

A dependant who chooses to draw an income stream from the superannuation death benefit should ensure not to exceed the general transfer balance cap in the relevant financial year. For more information about the general transfer balance cap refer to the transfer balance cap section.

We recommend your beneficiaries seek financial advice as the applicable tax treatment of their benefits will depend on their circumstances. Please see [page 8](#) for more information about financial advice.

If your binding nomination is not valid for any reason, discretion over the benefit payments will revert to the trustee.

## 3. Make a non-binding nomination or update your Will

You can also nominate a preferred beneficiary using a non-binding nomination to receive a lump sum cash benefit.

This is where you can decide who you would prefer the benefit to be paid to and in what proportion. In the event of your death, the trustee will take this into consideration as well as any Will you may have in place. However, it is under no obligation to comply with them. The trustee retains sole discretion as to who any benefit is distributed to.

Unlike binding nominations, a preferred beneficiary nomination doesn't need to be regularly confirmed. However, this means that if your circumstances change and you don't update your nomination, the trustee may not be fully aware of your wishes. So you should review your nominations from time to time and send any changes to Hostplus Pension.

### **Make no nomination**

If you don't nominate a beneficiary, the balance of your account will be paid to your estate or your dependants or a combination, as determined by the trustee.

### **Death benefit rollovers**

Eligible beneficiaries who are able to take a death benefit in the form of an income stream may rollover superannuation death benefit lump sums which must immediately be used to commence a new death benefit income stream in the new fund. A death benefit cannot be rolled over into an accumulation account.

If you don't nominate a beneficiary, the balance of your account will be paid to your estate or your dependants or a combination, as determined by the trustee.



# Investing with Hostplus

## Your investment options

It's now time to think about how your pension is invested and how your pension can assist you in achieving the retirement outcomes you desire.

### Choosing the right investment option is important. It's your money, after all.

Our wide range of investment options allows you to invest based on your own preferences and risk appetite.

When you invest in Hostplus Pension your funds will be automatically invested in the Cash option – our default investment option – unless you make an investment choice. [Read more about our Cash option at page 42.](#)

### Making an investment choice

If you'd like more control over your pension, you can choose from our **pre-mixed options**, our **single sector options**, and our direct investment option, **Choiceplus** (not available for Transition to Retirement pensions).

You can also mix and match different options to suit your financial objectives and can switch between options daily.

### Pre-mixed options

Our pre-mixed options invest in combinations of asset classes.

They have varying levels of investment risk and focus on four different investment styles:

<b>Our Core options focus on:</b>	<b>Our Indexed options focus on:</b>	<b>Our Socially Responsible investment (SRI) options focus on:</b>	<b>Our CPIplus option focuses on:</b>
Delivering the best net return for a given level of risk	Minimising investment fees and costs	Values-based investing	Delivering a pre-determined return above CPI.

[Read more about our pre-mixed options at pages 18 to 35.](#)

### Single sector options

Our single sector options predominantly invest in a specific asset class, such as shares, cash or fixed interest. They have varying levels of investment risk. [Read more about our single sector options at pages 36 to 42.](#)

### Choiceplus

With Choiceplus, you choose your own investments. You can invest directly into companies in the S&P/ASX 300 Index; selected Exchange Traded Funds (ETFs); Listed Investment Companies (LICs); and Term Deposits.

[Read more about Choiceplus at pages 43 to 47.](#)

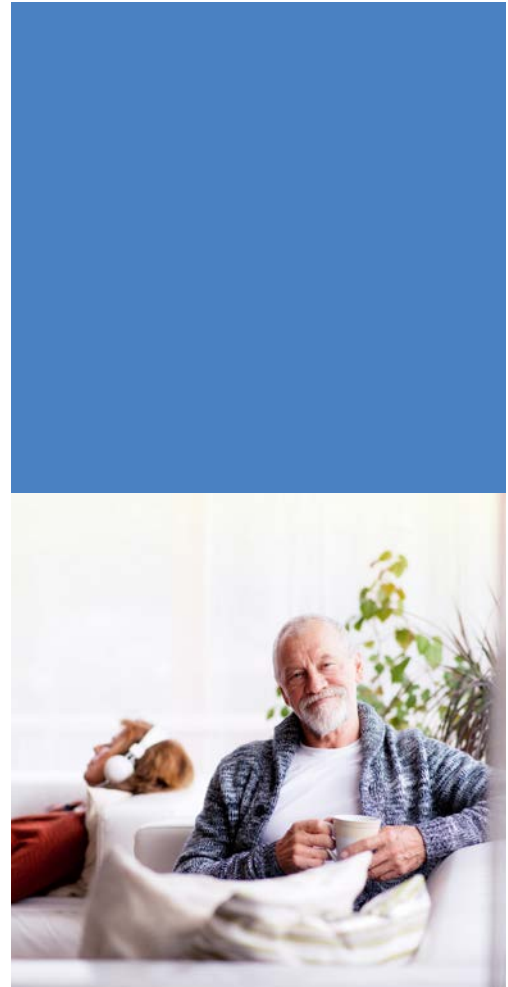
**Before making an investment choice you should consider:**

- **Your needs and objectives** – How much income you'll need for retirement.
- **Risk and return** – Your attitude to risk and the likely risk and return of each investment option. Consider how prepared you are to see your balance go down in the short term in the interest of potentially getting a better long-term return.
- **Investment time frame** – Your age and how long you'll be investing for.
- **Investment preferences** – What's important to you? Getting the best net returns, finding a low-cost option, or investing based on your values?
- **Other investments** – Other investments you may have (including investments outside of superannuation).

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**i** For definitions of the different types of asset classes, defensive and growth assets, and the relationship between risk and return, please refer to [pages 47 to 50](#).

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## Understanding our investment options

On the next few pages, you'll find more detail about each investment option. To help you understand what makes up each investment option, we've put together the example below.

		Balanced	
Describes the focus of the investment option.	<b>Summary</b>	The Balanced investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>bias to growth</b> assets and is <b>highly diversified</b> .	
How risky this option is. Ranges from very low to very high risk. This is an industry wide Standard Risk Measure, which is based on the expected number of negative annual returns over a 20-year period.	<b>Who is this investment suitable for?</b>	With a <b>bias to growth</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>strong</b> long-term returns and have a <b>medium to high tolerance</b> of negative returns.	
	<b>Investment objective</b>	<b>Pension:</b> CPI plus 3.5% per annum on average over 10 years.  CPI plus 4.5% per annum on average over 20 years.	<b>Transition to Retirement:</b> CPI plus 3% per annum on average over 10 years.  CPI plus 4% per annum on average over 20 years.
	<b>Level of investment risk</b>	<b>Medium to High.</b> (Negative returns expected in between 3 to less than 4 out of every 20 years).	
The recommended minimum period that this option should be invested in for.	<b>Minimum suggested time frame</b>	5 years +	
	<b>Growth/defensive allocation</b>	<b>76% growth / 24% defensive</b>	
How the option is invested between growth assets (higher risk / higher return like shares) and defensive assets (lower risk / lower returns like cash).	<b>Investment mix and asset ranges</b>		
		<b>Asset class</b>	<b>Range %</b>
		<b>Listed equities</b>	<b>Target</b>
		● Australian shares	10–40%
		● International shares – Developed markets	21%
		● International shares – Emerging markets	10–40%
		● Property	0–15%
		● Infrastructure	7%
		● Private equity	0–30%
		● Credit	10%
		● Alternatives	0–30%
		● Diversified fixed interest	0–25%
		● Cash	10%
		● Bonds and cash	0–20%
			4%
			0–15%
			4%
The different asset classes that the investment option is invested in. Listed securities are assets that are listed on a securities exchange, like shares, while unlisted assets include assets that are not listed on an exchange, like direct property. Bonds and Cash include cash in the bank, bank bills and government bonds.	<b>Additional information</b>	Information about the past performance of this option is at <a href="https://hostplus.com.au/returns">hostplus.com.au/returns</a> Information about the fees and costs for investing in this option can be found in <b>Fees and other costs</b> . Explanations of the bolded terms used in the 'summary' and 'who is this investment suitable for' are in the <b>Glossary</b> .	

Read the full details of each investment option on pages 20 to 46.

## Pre-mixed investment options

Our pre-mixed options invest in combinations of asset classes.

They have varying levels of investment risk and focus on three different investment styles. You can choose to invest in more than one pre-mixed option, or combine them with our single sector or Choiceplus options to give you greater flexibility.

Each pre-mixed option has its own mix of growth and defensive assets, investment objective, and level of investment risk (see the following pages for details of each investment option).

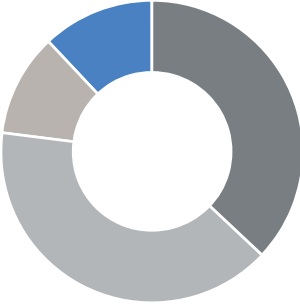

Investment option	Investment style	Level of investment risk	% Exposure to growth assets	Minimum suggested investment time frame
High Growth	<b>Core:</b> Focused on delivering the best net returns for a given level of risk	High	100%	10 years +
Shares Plus		Medium to High	90%	5 years +
Balanced		Medium to High	76%	5 years +
Conservative Balanced		Medium	56%	5 years +
Capital Stable		Low to Medium	37%	5 years +
Defensive		Very Low	19%	2 years +
Indexed High Growth	<b>Indexed:</b> Focused on minimising investment fees and costs	High	100%	7 years +
Indexed Balanced		High	75%	5 years +
Indexed Defensive		Low	19%	5 years +
Socially Responsible Investment (SRI) - High Growth	<b>Socially Responsible Investment (SRI):</b> Focused on values-based investing	High	100%	7 years +
Socially Responsible Investment (SRI) - Balanced		Medium to high	72%	5 years +
Socially Responsible Investment (SRI) - Defensive		Low	19%	5 years +
CPIplus	Aims to deliver a predetermined return above CPI.	Very low	N/A	2 years +

**i** For definitions of the different types of asset classes, defensive and growth assets, and the relationship between risk and return, please refer to [pages 47 to 50](#).


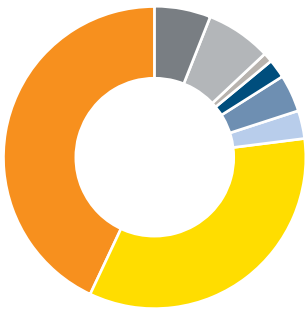
# Core options (pre mixed)

**Focused on delivering the best net return for a given level of risk.**

The six pre-mixed investment options outlined on the following pages take full advantage of Hostplus' investment expertise and feature our best investment ideas across listed and unlisted assets, bonds and cash.

	High Growth	Shares Plus																																																																										
<b>Summary</b>	The High Growth investment option is focused on <b>delivering the best net return</b> from investing in a portfolio of <b>all growth</b> assets and has <b>medium diversification</b> .	The Shares Plus investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>strong bias to growth</b> assets and has <b>high diversification</b> .																																																																										
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns and have a <b>high tolerance</b> of negative returns.	With a <b>strong bias to growth</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns and have a <b>medium to high tolerance</b> of negative returns.																																																																										
<b>Investment objective</b>	<b>Pension:</b> CPI plus 5.5% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 4.5% per annum on average over 20 years.	<b>Pension:</b> CPI plus 5.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 4.5% per annum on average over 20 years.																																																																										
<b>Level of investment risk</b>	<b>High.</b> (Negative returns expected in between 4 to less than 6 out of every 20 years)	<b>Medium to High.</b> (Negative returns expected in between 3 to less than 4 out of every 20 years)																																																																										
<b>Minimum suggested time frame</b>	10 years +	5 years +																																																																										
<b>Growth/defensive allocation</b>	<b>100% growth / 0% defensive</b>	<b>90% growth / 10% defensive</b>																																																																										
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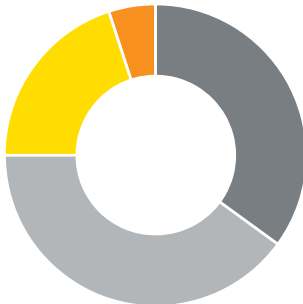
	Balanced	Conservative Balanced																																																																										
Summary	The Balanced investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>bias to growth</b> assets and has <b>high diversification</b> .	The Conservative Balanced investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>similar proportion of growth and defensive</b> assets and has <b>high diversification</b> .																																																																										
Who is this investment suitable for?	With a <b>bias to growth</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>strong</b> long-term returns and have a <b>medium to high tolerance</b> of negative returns.	With a <b>similar proportion of growth and defensive</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>strong</b> long-term returns and have a <b>medium tolerance</b> of negative returns.																																																																										
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	Capital Stable	Defensive																																																																										
<b>Summary</b>	The Capital Stable investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>bias to defensive</b> assets and has <b>high diversification</b> .	The Defensive investment option is focused on <b>delivering the best net return</b> from investing in a portfolio that has a <b>strong bias to defensive</b> assets and has <b>medium diversification</b> .																																																																										
<b>Who is this investment suitable for?</b>	With a <b>bias to defensive</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>moderate</b> long-term returns and have a <b>very low to medium tolerance</b> of negative returns.	With a <b>strong bias to defensive</b> assets, this <b>Core pre-mixed</b> investment option is designed for members with a <b>short-term</b> investment time frame, who are seeking <b>modest</b> returns and have a <b>very low tolerance</b> of negative returns.																																																																										
<b>Investment objective</b>	<b>Pension:</b> CPI plus 3.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 2.0% per annum on average over 20 years.	<b>Pension:</b> CPI plus 2.0% per annum on average over 20 years <b>Transition to Retirement:</b> CPI plus 1.0% per annum on average over 20 years																																																																										
<b>Level of investment risk</b>	<b>Low to Medium.</b> (Negative returns expected in between 1 to less than 2 out of every 20 years)	<b>Very low.</b> (Negative returns expected in less than 0.5 out of every 20 years)																																																																										
<b>Minimum suggested time frame</b>	5 years +	2 years +																																																																										
<b>Growth/defensive allocation</b>	<b>37% growth / 63% defensive</b>	<b>19% growth / 81% defensive</b>																																																																										
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# Indexed options (pre-mixed)


**Focused on minimising  
Investment fees and costs.**

The three pre-mixed investment options outlined on the following pages generally use a passive investment style to invest in listed companies, bonds and cash, and aim to track the returns of the markets in which they invest.

	<b>Indexed High Growth</b>	<b>Indexed Balanced</b>																																																																										
<b>Summary</b>	The Indexed High Growth investment option is focused on <b>minimising investment fees and costs</b> from investing in a portfolio of <b>all growth</b> assets and has <b>low diversification</b> .	The Indexed Balanced investment option is focused on <b>minimising investment fees and costs</b> from investing in a portfolio that has a <b>bias to growth</b> assets and has <b>medium diversification</b> .																																																																										
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>Indexed pre-mixed</b> investment option is designed for members with a <b>long-term</b> investment time frame, who are seeking <b>strong</b> long-term returns and have a <b>high tolerance</b> of negative returns.	With a <b>bias to growth</b> assets, this <b>Indexed pre-mixed</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>moderate</b> long-term returns and have a <b>high tolerance</b> of negative returns.																																																																										
<b>Investment objective</b>	<b>Pension:</b> CPI plus 4.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 3.0% per annum on average over 20 years.	<b>Pension:</b> CPI plus 3.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 2.5% per annum on average over 20 years.																																																																										
<b>Level of investment risk</b>	<b>High.</b> (Negative returns expected in between 4 to less than 6 out of every 20 years)	<b>High.</b> (Negative returns expected in between 4 to less than 6 out of every 20 years)																																																																										
<b>Minimum suggested time frame</b>	7 years +	5 years +																																																																										
<b>Growth/defensive allocation</b>	<b>100% growth / 0% defensive</b>	<b>75% growth / 25% defensive</b>																																																																										
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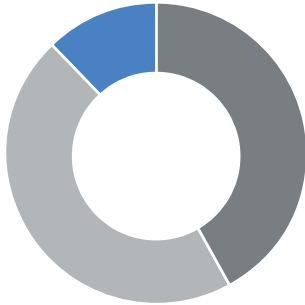

### Indexed Defensive

<b>Summary</b>	The Indexed Defensive investment option is focused on <b>minimising investment fees and costs</b> from investing in a portfolio that has a <b>strong bias to defensive</b> assets and has <b>medium diversification</b> .																																							
<b>Who is this investment suitable for?</b>	With a <b>strong bias to defensive assets</b> , this Indexed <b>pre-mixed</b> investment option is designed for members with a <b>medium-to-long-term</b> investment time frame, who are seeking <b>modest</b> returns and have a <b>low tolerance</b> of negative returns.																																							
<b>Investment objective</b>	<b>Pension:</b> CPI plus 1.5% per annum on average over 20 years.	<b>Transition to Retirement:</b> CPI plus 1.0% per annum on average over 20 years.																																						
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	● Credit	0–30%	0%																																					
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Bonds and cash	● Diversified fixed interest	10–70%	36%																																					
	● Cash	10–80%	45%																																					
<b>Additional information</b>	Information about the past performance of this option is at <a href="https://hostplus.com.au/returns">hostplus.com.au/returns</a> Information about the fees and costs for investing in this option can be found in <a href="#">Fees and other costs</a> . Explanations of the bolded terms used in the 'summary' and 'who is this investment suitable for' are in the <a href="#">Glossary</a> .																																							

# **Socially Responsible Investment (SRI) options (pre-mixed)**

**Focused on  
values-based investing.**

The three pre-mixed investment options outlined on the following pages seek to reduce exposure to industry segments within fossil fuels and tobacco production, as well as other factors.

	Socially Responsible Investment (SRI) – High Growth	Socially Responsible Investment (SRI) – Balanced																																																																										
<b>Summary</b>	The Socially Responsible Investment (SRI) - High Growth investment option is focused on <b>values-based investing</b> from investing in a portfolio of <b>all growth</b> assets and has <b>medium diversification</b> .	The Socially Responsible Investment (SRI) - Balanced investment option is focused on <b>values-based investing</b> from investing in a portfolio with a <b>bias to growth</b> assets and has <b>high diversification</b> .																																																																										
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>Socially Responsible Investment pre-mixed</b> option is designed for members with a <b>long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns and have a <b>high tolerance</b> of negative returns.	With a <b>bias to growth</b> assets, this <b>Socially Responsible Investment pre-mixed</b> option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>strong</b> long-term returns and have a <b>medium to high tolerance</b> of negative returns.																																																																										
<b>Investment objective</b>	<b>Pension:</b> CPI plus 4.5% per annum on average over 20 years <b>Transition to Retirement:</b> CPI plus 3.5% per annum on average over 20 years	<b>Pension:</b> CPI plus 4.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 3.0% per annum on average over 20 years.																																																																										
<b>Level of investment risk</b>	<b>High.</b> (Negative returns expected in between 4 to less than 6 out of every 20 years)	<b>Medium to high.</b> (Negative returns expected in between 3 to less than 4 out of every 20 years)																																																																										
<b>Minimum suggested time frame</b>	7 years +	5 years +																																																																										
<b>Growth/defensive allocation</b>	<b>100% growth / 0% defensive</b>	<b>72% growth / 28% defensive</b>																																																																										
<b>Investment mix and asset ranges</b>	 <table border="1"> <thead> <tr> <th></th> <th>ASSET CLASS</th> <th>RANGE %</th> <th>TARGET</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Listed equities</td> <td>Australian shares</td> <td>20–80%</td> <td>42%</td> </tr> <tr> <td>International shares – Developed markets</td> <td>20–80%</td> <td>46%</td> </tr> <tr> <td>International shares – Emerging markets</td> <td>0–30%</td> <td>0%</td> </tr> <tr> <td rowspan="5">Unlisted assets</td> <td>Property</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td>Infrastructure</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td>Private equity</td> <td>0–30%</td> <td>12%</td> </tr> <tr> <td>Credit</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td>Alternatives</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td rowspan="2">Bonds and cash</td> <td>Diversified fixed interest</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td>Cash</td> <td>0–10%</td> <td>0%</td> </tr> </tbody> </table>		ASSET CLASS	RANGE %	TARGET	Listed equities	Australian shares	20–80%	42%	International shares – Developed markets	20–80%	46%	International shares – Emerging markets	0–30%	0%	Unlisted assets	Property	0–10%	0%	Infrastructure	0–10%	0%	Private equity	0–30%	12%	Credit	0–10%	0%	Alternatives	0–10%	0%	Bonds and cash	Diversified fixed interest	0–10%	0%	Cash	0–10%	0%	 <table border="1"> <thead> <tr> <th></th> <th>ASSET CLASS</th> <th>RANGE %</th> <th>TARGET</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Listed equities</td> <td>Australian shares</td> <td>10–50%</td> <td>24%</td> </tr> <tr> <td>International shares – Developed markets</td> <td>10–50%</td> <td>26%</td> </tr> <tr> <td>International shares – Emerging markets</td> <td>0–20%</td> <td>0%</td> </tr> <tr> <td rowspan="5">Unlisted assets</td> <td>Property</td> <td>0–30%</td> <td>8%</td> </tr> <tr> <td>Infrastructure</td> <td>0–30%</td> <td>10%</td> </tr> <tr> <td>Private equity</td> <td>0–30%</td> <td>9%</td> </tr> <tr> <td>Credit</td> <td>0–20%</td> <td>0%</td> </tr> <tr> <td>Alternatives</td> <td>0–30%</td> <td>10%</td> </tr> <tr> <td rowspan="2">Bonds and cash</td> <td>Diversified fixed interest</td> <td>0–30%</td> <td>8%</td> </tr> <tr> <td>Cash</td> <td>0–20%</td> <td>5%</td> </tr> </tbody> </table>		ASSET CLASS	RANGE %	TARGET	Listed equities	Australian shares	10–50%	24%	International shares – Developed markets	10–50%	26%	International shares – Emerging markets	0–20%	0%	Unlisted assets	Property	0–30%	8%	Infrastructure	0–30%	10%	Private equity	0–30%	9%	Credit	0–20%	0%	Alternatives	0–30%	10%	Bonds and cash	Diversified fixed interest	0–30%	8%	Cash	0–20%	5%
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**Socially Responsible Investment (SRI) – Defensive**

<b>Summary</b>	The Socially Responsible Investment (SRI) – Defensive investment option is focused on <b>values-based investing</b> from investing in a portfolio with a <b>strong bias to defensive assets</b> and has <b>medium diversification</b> .																																						
<b>Who is this investment suitable for?</b>	With a <b>strong bias to defensive assets</b> , this <b>Socially Responsible Investment pre-mixed</b> option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>modest</b> returns and have a <b>low tolerance</b> of negative returns.																																						
<b>Investment objective</b>	<b>Pension:</b> CPI plus 1.5% per annum on average over 20 years.	<b>Transition to Retirement:</b> CPI plus 1.0% per annum on average over 20 years.																																					
<b>Level of investment risk</b>	<b>Low.</b> (Negative returns expected in between 0.5 to less than 1 out of every 20 years)																																						
<b>Minimum suggested time frame</b>	5 years +																																						
<b>Growth/defensive allocation</b>	<b>19% growth / 81% defensive</b>																																						
<b>Investment mix and asset ranges</b>	<table border="1"> <thead> <tr> <th></th> <th>ASSET CLASS</th> <th>RANGE %</th> <th>TARGET</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Listed equities</td> <td>Australian shares</td> <td>0–30%</td> <td>7%</td> </tr> <tr> <td>International shares – Developed markets</td> <td>0–30%</td> <td>7%</td> </tr> <tr> <td>International shares – Emerging markets</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td rowspan="5">Unlisted assets</td> <td>Property</td> <td>0–30%</td> <td>2%</td> </tr> <tr> <td>Infrastructure</td> <td>0–30%</td> <td>4%</td> </tr> <tr> <td>Private equity</td> <td>0–10%</td> <td>0%</td> </tr> <tr> <td>Credit</td> <td>0–30%</td> <td>0%</td> </tr> <tr> <td>Alternatives</td> <td>0–30%</td> <td>3%</td> </tr> <tr> <td rowspan="2">Bonds and cash</td> <td>Diversified fixed interest</td> <td>10–70%</td> <td>35%</td> </tr> <tr> <td>Cash</td> <td>10–80%</td> <td>42%</td> </tr> </tbody> </table>			ASSET CLASS	RANGE %	TARGET	Listed equities	Australian shares	0–30%	7%	International shares – Developed markets	0–30%	7%	International shares – Emerging markets	0–10%	0%	Unlisted assets	Property	0–30%	2%	Infrastructure	0–30%	4%	Private equity	0–10%	0%	Credit	0–30%	0%	Alternatives	0–30%	3%	Bonds and cash	Diversified fixed interest	10–70%	35%	Cash	10–80%	42%
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These Socially Responsible Investment (SRI) options allow members to align their pension with their personal values. We select these investments based on additional responsible investment criteria compared to Hostplus' other investment options.

Specifically, our Socially Responsible Investment (SRI) options seek to:

#### Reduce exposure in investments in the following industries:

Fossil fuels<sup>1</sup>

Companies that breach Human Rights or Labour Rights standards<sup>2</sup>

Companies with very poor ESG policies and systems<sup>3</sup>

Controversial weapons<sup>4</sup>

Uncertified palm oil<sup>5</sup>

Predatory lending<sup>6</sup>

For-profit detention<sup>7</sup>

Gambling<sup>8</sup>

Tobacco production<sup>9</sup>

Live animal export<sup>10</sup>

1. Companies that own reserves, explore, mine, extract, produce, refine or generate energy from fossil fuels as well as those companies that receive revenue from servicing these sectors through equipment services, pipeline transport or distribution. Seeks to apply a zero-materiality threshold, but dedicated renewable energy generators with backup fossil fuel sources (<5%) may remain investible. Data is supplied by Morgan Stanley Capital International (MSCI) and Institutional Shareholders Services (ISS) Inc.

2. Companies that breach the United Nations (UN) Global Compact or International Labour Organisation's (ILO) Core Conventions. Data is supplied by Morgan Stanley Capital International (MSCI).

3. Companies with a MSCI ESG rating B or CCC.

4. Companies involved in the development, production, maintenance or sale of controversial weapons (including cluster munitions, anti-personnel mines, depleted uranium, biological weapons, chemical weapons, blinding laser weapons, non-detectable fragment weapons, incendiary weapons and nuclear weapons). Involvement includes companies directly involved as well as prime-contractors, key subcontractors, and suppliers of key components. Data is supplied by ISS.

5. Companies involved in growing, processing or using palm oil, that derive >10% of their revenue from these activities and where <50% of the palm oil is Roundtable on Sustainable Palm Oil (RSPO) Certified. Data is supplied by ISS.

6. Companies involved in predatory lending, including unfair or deceptive products, excessive interest rates, misleading marketing, inclusion of unnecessary costs and hidden fees and those targeting minority, low income or elderly consumers. Data is supplied by ISS.

7. Companies deriving >5% of their revenue from for-profit detention e.g. prisons and immigration detention. Data is supplied by ISS.

8. Companies deriving >5% of their revenue from gambling. Data is supplied by MSCI.

9. Companies that manufacture tobacco products, such as cigars, blunts, cigarettes, e-cigarettes, inhalers, beedis, kreteks, smokeless tobacco, snuff, snus, dissolvable and chewing tobacco. This also includes companies that grow or process raw tobacco leaves. Data is supplied by MSCI.

10. Companies involved in the export of live animals for the purpose of slaughter, husbandry and breeding, including specialised transportation. Data is supplied by ISS.

**i** Like our other investment options, our SRI options invest in unlisted assets such as private equity/venture capital as well as listed investments.

#### How the Socially Responsible Investment (SRI) options are designed

To develop our Socially Responsible Investment (SRI) options, we partnered with specialist external investment managers.

Hostplus or its investment managers also source sustainable investment data from external service providers (Institutional Shareholder Services (ISS) Inc and Morgan Stanley Capital International (MSCI)).

Decisions about the selection, retention or realisation of investments, particularly for listed assets, apply a rules-based approach and may therefore be affected by the accessibility and accuracy of data or an error by an external service provider. This may result in inadvertent holdings, typically over the short-term, in companies or assets the investment options seek to avoid.

While the options invest with managers through mandates or fund-of-one structures wherever possible in order to adhere fully to the above rules, there will be circumstances where the options invest in pooled funds. In such circumstances, we cannot set the specific filter criteria, but will aim for the closest fit to the criteria in selecting a pooled fund.

More information on our Socially Responsible Investment (SRI) options can be found on our website at [hostplus.com.au/investment/investment-governance/socially-responsible-investment](https://hostplus.com.au/investment/investment-governance/socially-responsible-investment).

# CPIplus (pre-mixed)

Aims to deliver a  
predetermined return  
above CPI.

## CPIplus (not available for TTR accounts)

CPIplus <sup>1</sup>	
Summary	<p>The CPIplus option is designed to offer returns that are more certain and less volatile than those available by investing in growth assets such as shares, while offering higher returns than those available by investing in conservative assets, such as cash.</p> <p>This is achieved by a mechanism whereby the rate of return of the CPIplus option is set at a predetermined rate above CPI (Consumer Price Index) for specified Return Periods (Return Period is the period that particular predetermined returns apply to. This is usually 12 months from 1 July). This means that returns for the Return Period are unaffected by the returns on the underlying investments of the option. Although the rate is predetermined for a specified period, Hostplus reserves the right to shorten the Return Period or discontinue offering the predetermined rate, as per the notification process detailed on <a href="#">page 35</a>.</p> <p>While the return of the CPIplus option is predetermined, the Balanced Option in the Accumulation phase receives the benefit of any excess market returns generated on the underlying assets of the CPIplus option. If the investment returns generated on the underlying assets of CPIplus fall short of the predetermined return, assets of the Balanced Option in the Accumulation phase are applied to make up the shortfall.</p>
Who is this investment suitable for?	Members with a two years plus investment horizon in pursuit of a low-risk option targeting a consistent and competitive return above inflation over time. The CPIplus return formula provides for a minimum daily return floor of zero, meaning that irrespective of movements in CPI, the daily return of CPIplus will not be negative even if the CPI rate applicable to that period was negative.
Investment objective	CPI plus 2.5% per annum on average over 20 years.
Level of Investment risk	<b>Very Low.</b> (Negative returns expected in less than 0.5 of every 20 years)
Minimum suggested time frame <sup>#</sup>	2 years plus.
Asset mix	The assets of the CPIplus option are invested in the same pool and alongside the Balanced Option in the pension phase however, the return for the CPIplus option is set at a predetermined rate above CPI for specified Return Periods, based on a predetermined return formula. This means that its return for any Return Period is unaffected by the returns on the underlying investments of the option.

1. CPIplus is not available to Transition to Retirement (TTR) members. The investment option is implemented by investing in CPIplus units in the Hostplus Pooled Superannuation Trust (PST) and as such, [pages 31 to 35](#), describe the features of those units and references to Hostplus are to Hostplus in its capacity as trustee of the PST. For further information about CPIplus see information on [pages 31 to 35](#). Throughout this product disclosure statement (PDS) we refer to the Balanced investment option. Hostplus offers the Balanced investment option in the accumulation, transition to retirement and pension phase. Unless specified otherwise, all references to the Balanced option in the Pension PDS refer to the Balanced option in the pension and Transition to Retirement (TTR) phase.

<sup>#</sup> The Minimum Suggested Time Frame is based on the risk and return profile of the option. The time frame considers volatility and the likelihood of negative annual returns in any one year. Past performance is not a reliable indicator of future performance. Net investment returns represent the rate of return on investments, net of investment-related fees, costs and taxes. To view previous Hostplus Pension unit prices, please visit [hostplus.com.au/investment/our-investment-performance/investment-returns](http://hostplus.com.au/investment/our-investment-performance/investment-returns).

**i** For definitions of the different types of asset classes, defensive and growth assets, and the relationship between risk and return, please refer to [pages 47 to 50](#).

## CPIplus

### What is CPIplus?

CPIplus is an innovative Hostplus Pension investment option that aims to deliver consistent returns over the long term. The return of the CPIplus option is set in advance for each Return Period (currently 12 months from 1 July) and is expressed as a predetermined rate, 'n', above the average Consumer Price Index (CPI) rate.

The return for each Return Period is calculated using a formula,  $CPI + 'n'$ , where CPI is based on the average consumer price index rate for the last two quarters (and is updated each quarter) and 'n' is a predetermined rate of return (compounded daily over the Return Period) determined by Hostplus each year as part of its annual investment strategy review. The CPIplus return formula provides for a minimum daily return floor of zero, meaning that irrespective of movements in CPI, the daily return of CPIplus will not be negative even if the CPI rate applicable to that period was negative.

Although the rate for 'n' is predetermined for a Return Period, Hostplus reserves the right to shorten the Return Period or discontinue offering the predetermined return, however if it does so, members invested in CPIplus will be notified as per the notification process detailed on [page 35](#).

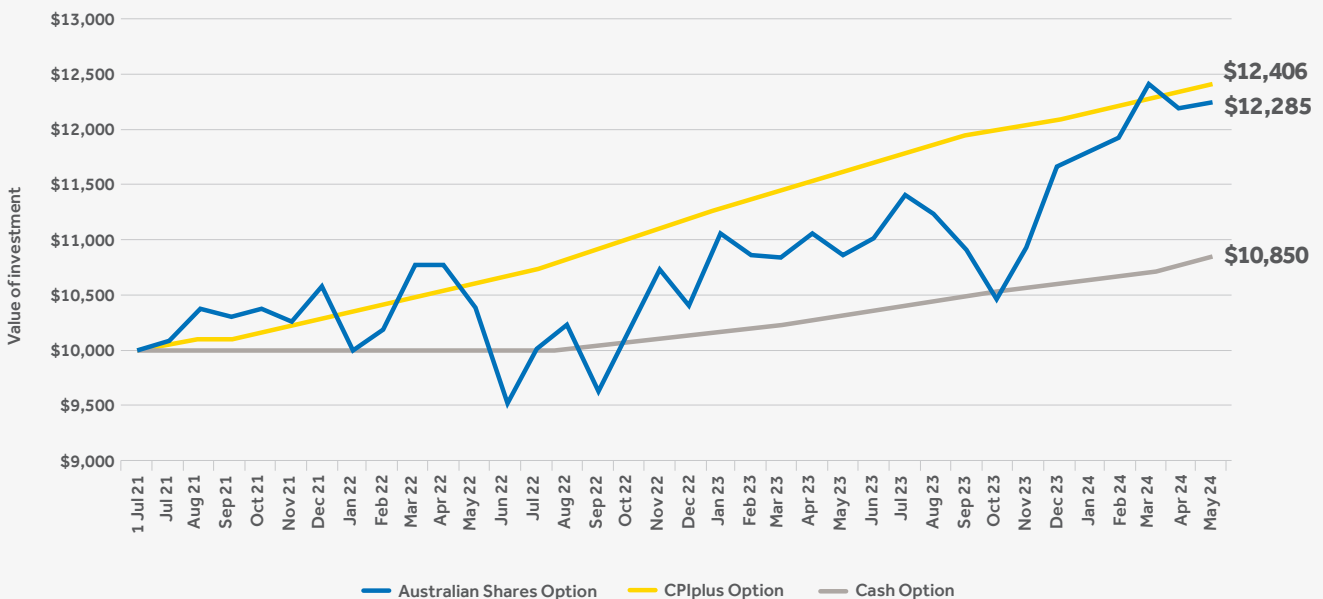
The CPIplus return formula including the value for 'n' will be regularly reviewed by Hostplus, in accordance with existing investment strategy and policy settings, and adjusted for future Return Periods if considered appropriate or necessary.

Please refer to the document titled **CPIplus Rates** available at [hostplus.com.au/cpiplusrates](https://hostplus.com.au/cpiplusrates) for details of the current rates of CPI and 'n' applicable to the CPIplus option.

CPIplus is an investment option offered under the Hostplus Pension product therefore unless specified otherwise, all standard terms of Hostplus Pension (such as and including the opening account balance, minimum and maximum investments, investment switching, etc.) apply to CPIplus.

The graph illustrates the investment return outcomes of a \$10,000 investment in the selected pension phase investment options, after accounting for investment fees and costs. It is designed to illustrate the reduction in volatility and stability of returns that an investment in the CPIplus option aims to achieve. In considering this graph, it is important to note that past performance is not a reliable indicator of future performance, and that the return outcomes shown may not be repeated in future years.

### Projected outcomes of investing \$10,000 in CPIplus compared to Cash and Australian Shares options in the pension phase



Information used in this illustration is correct as at 31 May 2024



## What are the benefits of CPIplus?

CPIplus' target return objective is designed to increase the consistency of investment returns while continuing to maintain the simplicity, flexibility and liquidity of an account-based pension.

By offering a return above CPI, the CPIplus option ensures that the returns generated exceed the level of inflation (as measured by CPI) hence minimising the impact of inflation on the real value of the member's investment returns.

Over the long term, the CPIplus option is designed to provide returns that are more certain and less volatile than those available by investing in growth assets, such as shares, while offering higher returns than those available by investing in conservative assets, such as cash.

As the returns of the CPIplus option are set for specified Return Periods (usually a year), based on a predetermined return formula, its returns, for any Return Period, are unaffected by the returns on the underlying investments of the option. This means the returns of CPIplus are not adversely impacted by any potential underperformance of its underlying investments (and similarly does not obtain the benefit of investment returns on underlying assets if these exceed the predetermined return).

Also, with the daily return floor of zero, the CPIplus returns will not be negative for any Return Period.

## Eligibility for CPIplus

CPIplus is only available to members in Hostplus Pension (retirement phase) and not available to transition to retirement members.

## How is 'n' determined?

Hostplus will review the predetermined rate for 'n' annually and expects that over the long term, a value of 'n' between 2% to 3% should be achievable. Hostplus does not anticipate significant variation in the value of 'n'.

The process for setting 'n' involves balancing the interests of members in the CPIplus option (who benefit from a higher 'n') against the interests of members in the Balanced option within the Accumulation phase (who correspondingly would benefit from a lower 'n'). The mechanism for providing predetermined returns to CPIplus members is similar to a swap entered into by Hostplus on behalf of CPIplus members on the one hand and members invested in the Balanced option in the accumulation phase on the other.

## How is the value of CPI determined?

The Consumer Price Index (CPI) used for calculating the value of CPI in CPIplus is the "All groups CPI: Australia" (6401.0 - Consumer Price Index, Australia, Series ID: A2325850V) rate as determined by the Australian Bureau of Statistics (ABS).

Please refer to the ABS website [abs.gov.au](http://abs.gov.au) for more information.

The CPI rate used in the CPIplus formula is based on the average CPI rate for the last two quarters, and the rate is updated four times a year to align with the most recent quarterly release of CPI information by the ABS. Each CPI rate for CPIplus will apply from the first day of the month after each quarterly release of CPI information from the ABS, as set out in the CPI determination schedule below:

## CPI determination schedule

CPI quarter ending on	ABS CPI data release date	Hostplus quarterly CPI rate release date	CPI rate application period for CPIplus		CPI quarters included in the calculation of the CPI rate applicable to this application period
			From	Until	
31 March	Late April	Late April	1 May	31 July	Quarters ending December and March
30 June	Late July	Late July	1 Aug	31 Oct	Quarters ending March and June
30 Sept	Late Oct	Late Oct	1 Nov	31 Jan	Quarters ending June and September
31 Dec	Late Jan	Late Jan	1 Feb	30 April	Quarters ending September and December

For example, if the relevant CPI rate published by ABS for the quarters ending March and June are 1.5% and 1.2% respectively, the CPI rate for CPIplus from 1 August will be 1.35%, which is the average of the CPI rates for the quarters ending in March and June.

As soon as practicable after Hostplus determines the CPI rate for CPIplus, a notice of the new CPI rate will be published on the Hostplus website at [hostplus.com.au/cpiplusrates](https://hostplus.com.au/cpiplusrates)

Any revisions made by the ABS to a historical CPI quarterly rate, either up or down, will not be retrospectively applied to CPIplus.

Where there is an anomalous change in the CPI rate (as there was after the introduction of GST in 2000), Hostplus may seek independent advice to determine the appropriate CPI rate to apply and communicate this accordingly.

In an unlikely event where the revised quarterly CPI rate is unavailable or delayed, the previously published CPI rate will continue to apply until such time as Hostplus has published the revised CPI rate and the period over which it will apply.

### How are CPIplus assets invested?

The assets of the CPIplus option are invested in the same pool and alongside the Balanced option in the pension phase pursuant to the option's current investment strategy (noting that the assets of the Balanced option in the Accumulation and TTR phases are also invested in the same pool).

Returns in CPIplus are achieved by a mechanism whereby the returns of the CPIplus option are set in advance for specified Return Periods (usually a year), according to a predetermined return formula.

This means that its returns, for any Return Period, are unaffected by the returns on the underlying investments of the option. While the returns of the CPIplus option are predetermined, the Balanced Option in the Accumulation phase receives the benefit of any excess market returns generated on the underlying assets of the CPIplus option and if the investment returns generated on the underlying assets of the CPIplus fall short of the predetermined return, the Balanced Option in the Accumulation phase makes up the shortfall.

### What are the key risks of CPIplus?

The following key risks should be considered by members before investing in CPIplus:

- As the predetermined return formula (including 'n') is only set for the defined Return Period (usually 12 months from 1 July), the predetermined rate 'n', other aspects of the predetermined return formula, or terms of operation of CPIplus such as formula methodology, product rules, etc. may change in future Return Periods. Although Hostplus does not expect any significant variation in the value of 'n' in the long term, Hostplus has a discretion to set the value of 'n' to be higher, lower or negative for future return periods.
- Similar to other Hostplus pension investment options and while Hostplus expects to offer CPIplus to its pension members on an ongoing basis over the long term, Hostplus reserves the right and could determine to not offer CPIplus in the future.
- Although the Investment strategy reviews and determination of 'n' are scheduled to occur annually, Hostplus reserves the right to shorten the Return Period or discontinue offering the predetermined rate. Hostplus may conduct an interim investment strategy review if a 'risk trigger event' occurs.

A risk trigger event is defined as a severe event that results in a significant risk to the implementation of the investment strategy for the CPIplus option or the Balanced option. As an example, Hostplus conducted an interim investment strategy review in 2020 because it considered the sudden and significant changes in external environment due to the onset and impact of COVID-19 and government policy settings to qualify as a risk trigger event.

Hostplus reserves the right to bring forward the end of a Return Period or terminate the CPIplus option by providing members in CPIplus 30 days' notice in the case of changes resulting from a risk trigger event or 90 days' notice in all other cases.

- Other risks applicable to an account-based pension may also be applicable to the CPIplus option.

## How do I ascertain the value of 'n', the CPI rate, and the current Return Period?

We publish and update this information in a document titled **CPIplus Rates**, which can be accessed on our website at [hostplus.com.au/cpiplusrates](http://hostplus.com.au/cpiplusrates). You can also obtain a copy of this document for free by contacting us to request a copy. We will update the value of 'n' in this document at least 30 days before the end of each Return Period and the CPI rates will be updated as per the time frames stipulated in the CPI determination schedule on [page 33](#).

## How will any changes to CPIplus be communicated?

At least 30 days before the end of each Return Period, Hostplus will publish a new predetermined rate of 'n' and the details of the new Return Period on our website at [hostplus.com.au/cpiplusrates](http://hostplus.com.au/cpiplusrates)

If the current Return Period ends and Hostplus has not determined the new Return Period or the new predetermined rate 'n' applicable to the new Return Period, then CPIplus will come to an end at the end of the current Return Period. In that case, Hostplus will provide the members invested in CPIplus a minimum of 30 days' notice.

As noted above, a Return Period may also be ended by Hostplus bringing forward the end of the Return Period or terminating the CPIplus option. Should Hostplus decide to make these changes, it will provide members in CPIplus 30 days' notice in the case of changes resulting from a risk trigger event or 90 days' notice in all other cases.

## What happens if CPIplus is discontinued?

If CPIplus is discontinued, Hostplus may arrange for all the units held in the CPIplus option to be redeemed and for the proceeds of redemption to be applied to issue units in one or more Hostplus investment option(s) selected by the member or if the member does not make a selection within the time frame allowed by Hostplus, in the investment option identified by Hostplus when notifying members of the discontinuation.



# Single sector investment options

Focused on investing in a single investment sector.

The single sector investment options outlined on the following pages predominantly invest in a specific asset class, such as Cash or Australian Shares, and have varying investment styles.

## Single sector investment options



The single sector investment options predominantly invest in a specific asset class, such as Cash or Australian Shares.

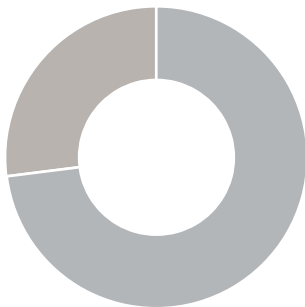

You can choose to invest in more than one single sector option, or combine them with our pre-mixed or Choiceplus options to give you greater flexibility.

**i** If you choose one or more of the single sector investment options without adequately diversifying your investment, you could expose your pension savings to a greater risk of loss.

Investment option	Level of investment risk	% Exposure to growth assets	Minimum suggested investment time frame
Australian Shares	High	100%	7 years +
Australian Shares – Indexed	Very High	100%	5 years +
International Shares	High	100%	5 years +
International Shares – Indexed	Very High	100%	5 years +
International Shares (Hedged) – Indexed	Very High	100%	5 years +
International Shares – Emerging Markets	High	100%	5 years +
Diversified Fixed Interest	Low to Medium	0%	2 years +
Diversified Fixed Interest – Indexed	Low to Medium	0%	2 years +
Cash (Default)	Very Low	0%	2 years +

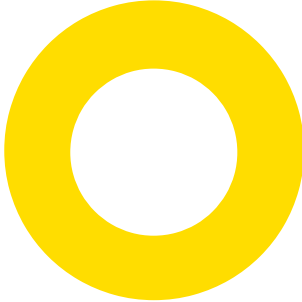
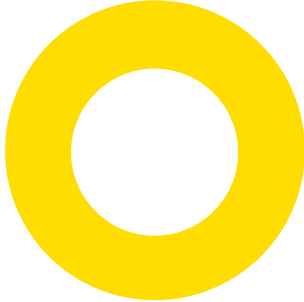
**i** For definitions of the different types of asset classes, defensive and growth assets, and the relationship between risk and return, please refer to [pages 47 to 50](#).

	Australian Shares	Australian Shares - Indexed																								
<b>Summary</b>	The Australian Shares investment option is focused on <b>delivering the best net return in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed predominantly on the Australian Securities Exchange) and has <b>low diversification</b> .	The Australian Shares – Indexed investment option is focused on <b>minimising investment fees and costs in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed predominantly on the Australian Securities Exchange) and has <b>low diversification</b> .																								
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns and have a <b>high tolerance</b> of negative returns.	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns and have a <b>very high tolerance</b> of negative returns.																								
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<b>Level of investment risk</b>	<b>High.</b> (Negative returns expected in between 4 to less than 6 out of every 20 years)	<b>Very High.</b> (Negative returns expected in 6 or greater years out of every 20 years)																								
<b>Minimum suggested time frame</b>	7 years +	5 years +																								
<b>Growth/defensive allocation</b>	<b>100% growth / 0% defensive</b>	<b>100% growth / 0% defensive</b>																								
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	International Shares	International Shares - Indexed																											
<b>Summary</b>	The International Shares investment option is focused on <b>delivering the best net return in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed on international securities exchanges, including developed and emerging markets, and may include some unlisted assets) and has <b>medium diversification</b> .	The International Shares – Indexed investment option is focused on <b>minimising investment fees and costs in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed on international securities exchanges in developed markets) and has <b>low diversification</b> .																											
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns, have a <b>high tolerance</b> of negative returns and <b>can accept the impacts of foreign currency movements</b> .	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>moderate</b> long-term returns, have a <b>very high tolerance</b> of negative returns and <b>can accept the impacts of foreign currency movements</b> .																											
<b>Investment objective</b>	<b>Pension:</b> CPI plus 5.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 4.0% per annum on average over 20 years.	<b>Pension:</b> CPI plus 3.0% per annum on average over 20 years. <b>Transition to Retirement:</b> CPI plus 2.0% per annum on average over 20 years.																											
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	International Shares (Hedged) - Indexed	International Shares - Emerging Markets																								
<b>Summary</b>	The International Shares (Hedged) – Indexed investment option is focused on <b>minimising investment fees and costs in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed on international securities exchanges in developed markets) and has <b>low diversification</b> .	The International Shares – Emerging Markets investment option is focused on <b>delivering the best net return in a single sector</b> from investing in a portfolio of <b>all growth</b> assets (typically companies listed on international securities exchanges in emerging markets) and has <b>medium diversification</b> .																								
<b>Who is this investment suitable for?</b>	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>modest</b> long-term returns, have a <b>very high tolerance</b> of negative returns and <b>want to limit impact of foreign currency movements</b> .	With <b>all growth</b> assets, this <b>single sector</b> investment option is designed for members with a <b>medium to long-term</b> investment time frame, who are seeking <b>very strong</b> long-term returns, have a <b>high tolerance</b> of negative returns and <b>can accept the impacts of foreign currency movements</b> .																								
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	Diversified Fixed Interest	Diversified Fixed Interest – Indexed																						
<b>Summary</b>	The Diversified Fixed Interest investment option is focused on <b>delivering the best net return in a single sector</b> from investing in a portfolio of <b>all defensive assets</b> (Australian and international government bonds and other investment grade debt) and has <b>medium diversification</b> .	The Diversified Fixed Interest – Indexed investment option is focused on <b>minimising investment fees and costs in a single sector</b> from investing in a portfolio of <b>all defensive assets</b> (Australian and international government bonds and other investment grade debt) and has <b>low diversification</b> .																						
<b>Who is this investment suitable for?</b>	With <b>all defensive</b> assets, this <b>single sector</b> investment option is designed for members with a <b>short-term</b> investment time frame, who are seeking <b>stable</b> returns and have a <b>low to medium tolerance</b> of negative returns.	With <b>all defensive</b> assets, this <b>single sector</b> investment option is designed for members with a <b>short-term</b> investment time frame, who are seeking <b>stable</b> returns and have a <b>low to medium tolerance</b> of negative returns.																						
<b>Investment objective</b>	<b>Pension:</b> CPI per annum on average over 20 years. <b>Transition to Retirement:</b> CPI per annum on average over 20 years.	<b>Pension:</b> CPI per annum on average over 20 years. <b>Transition to Retirement:</b> CPI minus 0.5% per annum on average over 20 years.																						
<b>Level of investment risk</b>	<b>Low to Medium.</b> (Negative returns expected in between 1 to less than 2 out of every 20 years)	<b>Low to Medium.</b> (Negative returns expected in between 1 to less than 2 out of every 20 years)																						
<b>Minimum suggested time frame</b>	2 years +	2 years +																						
<b>Growth/defensive allocation</b>	<b>0% growth / 100% defensive</b>	<b>0% growth / 100% defensive</b>																						
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Cash (Default) <sup>1</sup>							
<b>Summary</b>	The Cash investment option is focused on a <b>single sector</b> from investing in a portfolio of <b>all defensive</b> assets (could include deposits in a bank, investments in short-term money markets and other similar investments) and has <b>low diversification</b> .						
<b>Who is this investment suitable for?</b>	With <b>all defensive</b> assets, this <b>single sector</b> investment option is designed for members with a <b>short-term</b> investment time frame, who are seeking <b>stable</b> returns and have a <b>very low tolerance</b> of negative returns.						
<b>Investment objective</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"><b>Pension:</b> CPI plus 0.5% per annum on average over 20 years.</td> <td style="width: 50%; padding: 5px;"><b>Transition to Retirement:</b> CPI per annum on average over 20 years.</td> </tr> </table>	<b>Pension:</b> CPI plus 0.5% per annum on average over 20 years.	<b>Transition to Retirement:</b> CPI per annum on average over 20 years.				
<b>Pension:</b> CPI plus 0.5% per annum on average over 20 years.	<b>Transition to Retirement:</b> CPI per annum on average over 20 years.						
<b>Level of investment risk</b>	<b>Very Low.</b> (Negative returns expected in less than 0.5 out of every 20 years)						
<b>Minimum suggested time frame</b>	2 years +						
<b>Growth/defensive allocation</b>	<b>0% growth / 100% defensive</b>						
<b>Investment mix and asset ranges</b>	 <table border="1" style="margin: 10px auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">ASSET CLASS</th> <th style="text-align: left;">RANGE %</th> <th style="text-align: left;">TARGET</th> </tr> </thead> <tbody> <tr> <td style="text-align: left;"> <div style="display: flex; align-items: center;"> <div style="width: 10px; height: 10px; background-color: orange; border-radius: 50%; margin-right: 5px;"></div> <span>Cash</span> </div> </td> <td style="text-align: left;">100–100%</td> <td style="text-align: left;">100%</td> </tr> </tbody> </table>	ASSET CLASS	RANGE %	TARGET	<div style="display: flex; align-items: center;"> <div style="width: 10px; height: 10px; background-color: orange; border-radius: 50%; margin-right: 5px;"></div> <span>Cash</span> </div>	100–100%	100%
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<div style="display: flex; align-items: center;"> <div style="width: 10px; height: 10px; background-color: orange; border-radius: 50%; margin-right: 5px;"></div> <span>Cash</span> </div>	100–100%	100%					
<b>Additional information</b>	<p>Information about the past performance of this option is at <a href="https://hostplus.com.au/returns">hostplus.com.au/returns</a></p> <p>Information about the fees and costs for investing in this option can be found in <b>Fees and other costs</b>.</p> <p>Explanations of the bolded terms used in the 'summary' and 'who is this investment suitable for' are in the <a href="#">Glossary</a>.</p>						

1. The Cash option will be invested approximately 60% in deposits with Commonwealth Bank of Australia Limited and 40% in deposits with Members Equity Bank Limited. Any remaining amounts of the Cash option will be invested in separate bank deposits, short-term money market investments or other similar investments. Please note that maintaining a specific allocation requires regular rebalancing and the actual allocation may vary between rebalancing dates.

# Choiceplus

Designed for members who want a significant role in investing their super or pension.

Choiceplus allows direct investment into companies in the S&P/ASX 300 Index, and a selection of Exchange Traded Funds (ETFs), Listed Investment Companies (LICs) and Term Deposits.

## Choiceplus

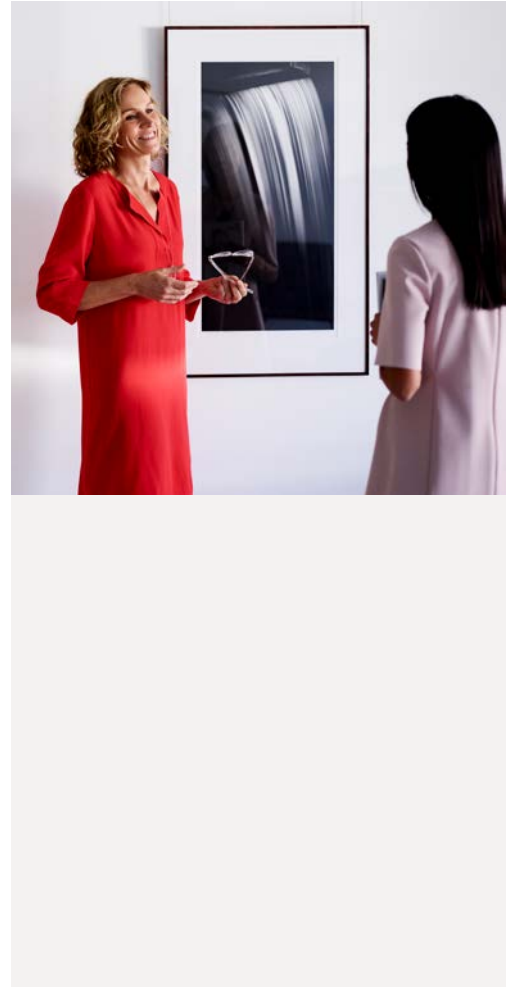
**i** Please note: Choiceplus is not available for Transition to Retirement pensions.

### Key features of Choiceplus

The Choiceplus investment option offers many of the features available to a self-managed super fund (SMSF) at a low cost – while you continue to be invested in an APRA-regulated super fund:

- Central transaction account.
- Real time online share trading.
- Live share quotes and 20-minute delayed market data.
- Ability to participate in share dividend reinvestment plans.
- Access to personalised share trading information and history.
- Consolidated portfolio and tax reporting for your Choiceplus investments.
- Comprehensive market information, news and research.
- Investment tools, including watch lists and charting.
- Transfer your Choiceplus shares, exchange traded funds (ETFs) and listed investment companies (LICs) when commencing a new Hostplus Pension (excluding TTR accounts).

**i** For definitions of the different types of asset classes, defensive and growth assets, and the relationship between risk and return, please refer to [pages 47 to 50](#).



The following tables provide further details about the investments available within Choiceplus\*

	Australian Shares (within S&P/ASX 300 Index)	Exchange Traded Funds (ETFs)
<b>Summary</b>	The S&P/ASX 300 Index incorporates up to 300 of the largest companies on the Australian Securities Exchange (by market capitalisation).	ETFs are traded like shares, but are a collection of securities and generally represent a particular market index, (e.g. ASX Small Caps). ETFs provide a low-cost way to access a wide range of securities in Australian and international markets and different industry sectors without having to select shares yourself.
<b>Who is this investment suitable for?</b>	Members with a <b>long-term</b> investment time frame who are seeking <b>strong</b> long-term returns and have a <b>high tolerance</b> of negative returns. Choiceplus members should be comfortable with implementing their own investment strategy and taking an active role in managing their investment.	Members with a <b>short-term to long-term</b> investment time frame (depending on the ETF chosen) who are seeking <b>stable to very-strong</b> long-term returns (depending on the ETF chosen) and have <b>very low to very high tolerance</b> of negative returns (depending on the ETF chosen). Members choosing this investment should be comfortable with implementing their own investment strategy and taking an active role in managing their investment.
<b>Level of investment risk*</b>	<b>High</b> (Based on a diversified share portfolio, expected frequency of negative annual returns would be in between 4 and 6 out of every 20 years)	<b>High</b> (Note: It is dependent on the actual composition of ETFs you choose to invest in)
<b>Minimum suggested time frame</b>	7 years +	Varies depending on the ETF chosen
<b>% Exposure to growth assets</b>	100%	Varies depending on the ETF chosen
<b>Additional information</b>	Explanations of the bolded terms used in the 'summary' and 'who is this investment suitable for' are in the <a href="#">Glossary</a> . For the current list of ETFs available through Choiceplus, go to <a href="http://hostplus.com.au/choiceplus">hostplus.com.au/choiceplus</a>	
	Listed Investment Companies (LICs)	Term deposits**
<b>Summary</b>	LICs are publicly traded investment companies that invest in a diversified portfolio of assets, such as shares and bonds. LICs are traded like shares, and are closed-ended. This means they do not regularly issue new shares or cancel existing shares as investors join or leave. LICs are actively managed and can provide investors with exposure to a diversified portfolio of underlying shares and other assets.	Term Deposits have a locked-in term and interest rate, which accrues interest daily and is credited to your account at the end of the selected term along with the original invested capital. The interest rate is generally higher than a normal bank deposit interest rate. Term deposits are deemed to be 'illiquid' investments, because once you have agreed on a term and locked your investment in, you cannot redeem your cash earlier without incurring a penalty on your interest rate.
<b>Who is this investment suitable for?</b>	Members with a <b>medium to long-term</b> investment time frame who are seeking <b>strong</b> long-term returns and have a <b>high tolerance</b> of negative returns. Members should be comfortable with implementing their own investment strategy and taking an active role in managing their investment.	With <b>all defensive</b> assets, Term Deposits are designed for members with a <b>short-term</b> investment time frame, who are seeking <b>stable</b> returns and have a <b>very low tolerance</b> of negative returns.
<b>Level of investment risk*</b>	<b>High</b> (Note: It is dependent on the actual composition of LICs you choose to invest in)	<b>Very Low</b> (Negative returns expected in less than 0.5 out of every 20 years)
<b>Minimum suggested time frame</b>	Varies depending on the LIC chosen	Maturity term – Choiceplus provides you with agreed maturity terms of 90 days, 180 days and 365 days on your term deposits.
<b>% Exposure to growth assets</b>	Varies depending on the LIC chosen	0%
<b>Additional information</b>	Explanations of the bolded terms used in the 'summary' and 'who is this investment suitable for' are in the <a href="#">Glossary</a> . For the current list of LICs available through Choiceplus, go to <a href="http://hostplus.com.au/choiceplus">hostplus.com.au/choiceplus</a> The Choiceplus option allows you to invest your pension in term deposits provided by ME Bank – a division of Bank of Queensland Limited ABN 32 009 656 740 AFSL and Australian Credit Licence Number 244616.	

\* Hostplus reserves the right to change or add to the selection of investments available through the Choiceplus investment option as required.

\*\* Term Deposits cannot be transferred into your Pension account from your super account.

## Choiceplus at a glance

For detailed information about Choiceplus (including transfers to Pension) download the [Choiceplus Guide](#).

### Who can invest?

To be able to invest in Choiceplus, a member must:

- **Not be a Transition to Retirement account member.**
- Have access to the internet, a current email address and registered for Member Online.
- Be a Hostplus member with more than \$10,000 in their account.
- Register for Choiceplus and read and accept the terms and conditions during the registration process.
- Maintain a minimum balance of \$2,000 in one or more of their Hostplus pre-mixed or single sector investment options; noting they must keep enough funds outside of Choiceplus allowing Hostplus to pay them at least the minimum annual pension required by legislation.
- Transfer and maintain at least \$200 into their Choiceplus transaction account from their other Hostplus investment options.

**i** Please note that Choiceplus is not available through TTR accounts – but members may still invest in Choiceplus through a super account.

**i** If you are a Pension member you may need to maintain more than \$2,000 in your other Hostplus investment options in order to pay your minimum annual pension required by legislation and is called the income payment reserve (IPR).

The IPR is calculated annually and is displayed on Choiceplus. Hostplus must pay at least the minimum annual pension payment amount applicable to your pension by June 30 of each year.

Should your other investment options fall below the minimum amount to meet this payment we will be required to transfer cash from your Choiceplus account.

This may require us to sell some of your Choiceplus shares or ETFs and LICs or break a term deposit. We will make every endeavour to contact you prior to selling any of your holdings in Choiceplus.

## Fees

Additional fees and costs apply to Choiceplus and vary depending on the option selected.

Find out more at the [Fees and other costs](#) section of this Guide, and the [Choiceplus Guide](#).

## Before you decide

**It is important to bear in mind that investment decisions made in the Choiceplus investment option are made by you – not Hostplus.**

Like any investment, Choiceplus carries its own level of investment and market risk. You should be aware of the risks involved and be comfortable with the strategy you are putting in place.

**i** You should read the Terms and Conditions for investing in the Choiceplus investment option in the Choiceplus Guide.

## Seek advice from a financial planner

While many people feel they have the ability to take a more active role in managing their super, the reality is often quite different.

You may wish to obtain advice from a licensed financial planner before investing in the Choiceplus investment option.

# Asset classes

## Understanding asset classes

An asset is an investment used to gain a return.

Assets are divided into different **asset classes**, which is a grouping of investments with similar characteristics. For example, 'Cash' and 'Fixed interest' are types of asset classes.

With the exception of Choiceplus, each Hostplus investment options is designed with different investment objectives, strategies and levels of investment risk, which help to determine the mix of asset classes it invests in. Our pre-mixed options predominantly invest in a combination of asset classes, while our single-sector options predominantly invest in a single asset class. The table below explains the main asset classes Hostplus invests in.

Asset class	What is it?	How does it work?	What is the risk/return?	
Listed equities	<b>Australian equities (shares)</b>	Australian equities are typically investments in companies listed on the Australian Securities Exchange (ASX).  Equities are sometimes called shares, securities, or stocks.	Shares allow you to participate alongside other owners in a company's future success. Returns come from dividends (income) and movements in the share prices, known as capital gains (or losses).	Australian equity returns can be more volatile in the short term, making them a higher risk investment, but over the long term are expected to generate strong returns.
	<b>International equities (shares) – developed markets</b>	International equities (shares) are investments in companies listed on a range of securities exchanges around the world. These companies operate across a broad range of largely developed countries.	Returns from international shares come from a combination of dividend income and capital gains (or losses) plus any impact of currency movements relative to the Australian dollar.	International equity returns can be more volatile in the short term, making them a higher risk investment, but over the long term are expected to generate strong returns.
	<b>International equities (shares) – emerging markets</b>	Emerging markets represent the up-and-coming economies of Asia, Africa, the Middle East, South America and Eastern Europe, and investments in companies listed on their securities exchanges.	Returns from international shares come from a combination of dividend income and capital gains (or losses) plus any impact of currency movements relative to the Australian dollar.	While emerging markets tend to be more volatile than developed markets, favourable returns are expected over the long term, partly driven by the improving standard of living in these developing economies.
Unlisted assets	<b>Property</b>	Represents an investment in property assets across many sectors including industrial, retail, residential, healthcare and commercial.	There are two ways that property can provide returns – income in the form of rent, and capital growth from an increase in the value of the asset. Value is typically determined by an assessment of the present value of all future cashflows generated by the asset.	Property is considered a moderate to high-risk investment. Returns are driven by several macro factors including economic (e.g. inflation, interest rates and employment), secular (e.g. ageing demographic, technological advancement and urbanisation) and asset-specific considerations (e.g. location and quality). Returns are generally higher than cash or fixed interest over the long term.
	<b>Infrastructure</b>	Assets that provide essential public facilities and services in a number of sectors including transport, energy generation and transition, utilities and telecommunications in Australia and overseas.	Investments in infrastructure can be through direct investments in single assets or pooled funds and investment through a fund of funds vehicle.	A key characteristic of infrastructure is the predictability of cash flows generated due to the essential nature of the service they provide. In addition, they often have strong links to inflation embedded in their contracts, which are typically long-term or via regulatory pricing regimes. As a result of the predictability of cash flows, infrastructure assets are often seen as a substitute for bonds, providing both cash yield and capital growth.

Asset class		What is it?	How does it work?	What is the risk/return?
Unlisted assets	Private equity	Private equity involves investments in entities or vehicles that are not listed on securities exchanges. They can be based in Australia and overseas.	Private equity investments are usually made to finance one or more stages of a company's growth cycle, ranging from those businesses in the early stages of development (venture capital) to more mature businesses seeking capital. Returns are generally derived from the movements in the value of the underlying assets.	The private equity market is less efficient than the listed market, and the companies are less mature. This inefficiency creates opportunities for skilled managers to add value and to achieve strong returns but can also result in very significant volatility.
	Credit	Represents a broad spectrum of debt across a range of sectors, security types and both public and private markets. The corporate bond market is the largest sector within credit markets and consists of debt issued by companies. Other credit sectors include mortgage-backed and asset-backed securities.	Like fixed interest, credit investments involve a loan to a borrower in exchange for regular interest payments, plus repayment of the original investment amount (principal) at maturity. Loans may be based on a fixed or floating interest rate, with the latter providing protection in a rising interest rate environment.	Credit investments are mostly sub-investment grade and therefore tend to be higher yielding (and higher risk) than investment-grade debt. These investments are likely to be more volatile than fixed interest but less than listed equities, with potential for negative returns and illiquidity (particularly in the case of private debt.)
	Alternatives	Almost any non-traditional investment strategy could be classified as an alternative investment (e.g. hedge funds).	Alternative investments generally aim to achieve a fixed return objective, rather than to outperform a specific sector benchmark.	Alternatives aim to produce unique return streams that are less correlated to traditional markets. Return targets are usually in excess of cash over the long term. However, its volatility over the long term is generally higher than that of fixed interest.
Bonds and cash	Diversified fixed interest	A fixed interest investment (or bond) is a loan to a government, semi-government authority or large corporation in exchange for regular interest payments, plus repayment of the original investment amount (principal) when the loan period ends.	Bond values are driven by prevailing interest rates and expected interest rate movements. In general, when interest rates rise, the market value of bonds falls, and when interest rates fall, bond values rise. This can have a significant impact on performance.	While the fixed nature of interest payments provides certainty of cash flows, changes to interest rates during the term of the loan will result in capital gains (interest rate decline) or losses (interest rate increase). The securities in the fixed interest asset class are generally investment-grade quality reflecting reduced default risk relative to high yielding sub-investment grade debt (i.e. Credit).
	Cash	Short-term highly liquid securities such as deposits, bank bills and short-term bonds that are issued by governments and companies.	A cash investment is a short-term obligation, usually less than 90 days, that provides a return in the form of interest payments (such as your own bank account).	Cash is considered to be the lowest-risk investment because of its limited potential to rise and fall in value over the short term. However, this perceived safety comes at a price – dedicated cash investments typically may not earn enough to meet long-term goals such as retirement.



## Growth vs defensive asset classes

Asset classes are classified as 'growth' or 'defensive', or a mixture of the two. The classification of a particular asset class can indicate what level of risk applies to investing in that asset class.

	Description
<b>Growth assets</b>	Growth assets generally provide relatively higher returns over the longer term with a corresponding higher level of risk (increased chance of a negative return and greater volatility). A high proportion of their returns are derived from capital growth. Examples include shares and private equity investments.
<b>Defensive assets</b>	Defensive assets are generally lower risk (less chance of a negative return), with a corresponding expectation of lower returns over the longer term. A high proportion of their returns are derived from income (cash) flows. Examples include cash, term deposits and some fixed interest investments.
<b>Mix of growth and defensive assets</b>	<p><b>Some asset classes, such as infrastructure, property and alternatives may have growth and defensive characteristics.</b></p> <p>How these asset classes derive a large proportion of their returns can also determine their classification as mostly growth or defensive. For example, where assets such as infrastructure, property and alternatives derive a high proportion of their returns from strong income (cash) flows rather than capital growth, in the same manner that bonds do, these assets may be classified as mostly defensive. Where they derive a high proportion of their returns from capital growth rather than income (cash) flows, in the same manner that equities do, these assets may be classified as mostly growth.</p>

## How the asset classes have performed

Investment markets are unpredictable. Past performance shows that over shorter periods, it's almost impossible to predict which asset class will earn the highest rate of return. However, over the long-term, growth assets, like equity, have consistently earned a higher rate of return than defensive assets such as cash and fixed interest.

While past performance is not a reliable indicator of future performance, it does give an insight into how each asset class has performed. Generally, the performance of growth assets is more unpredictable than the returns for defensive assets. Australian and international shares have usually provided the highest returns over the long-term. Someone who invested in these asset classes would generally have done better than someone who put all their money in cash or fixed interest over the same period.

So, while it remains true that investment markets are hard to predict, different asset classes tend not to all move in the same direction, at the same time, or at the same speed. This is because the main asset classes react differently to influences such as growth, inflation, interest rates and exchange rates. A change that is good for one asset class can be bad for another. **That's why diversification is so important to investors.** Using diversification you may capture the returns you want, and manage the volatility, or risk, you want to avoid.

**i** It makes sense to diversify your investment mix – and with Hostplus it's easy. We have provided a broad range of pre-mixed, well-diversified investment options, or alternatively, you can combine these with the single sector and or Choiceplus investment options which give you the opportunity to create your own investment mix based on your financial needs and personal circumstances.

## Understanding risk versus return

**Risk and return are related.**

Generally, the **lower** the risk for an investment, the **lower** the expected return (or the lower the likelihood of a negative return). For a **higher** possible return on an investment, you **increase** the risk and the possibility of a negative return from year to year.

For pension, the level of risk will largely depend on the asset classes you're invested in through your chosen investment option/s.

### Example

#### Pre-mixed investment options

- These investment options contain a mix of asset classes designed by Hostplus to align to different risk and return objectives.
- For instance, our High Growth pre-mixed option invests in all growth assets. It carries higher risk because this asset class structure is designed to generate a higher potential return.

## Is time on your side?

Just because investment values fall, this doesn't necessarily mean that your investment will lose money.

You don't actually lose money until you sell an investment for less than you paid for it. So, if you do have a year or two when your investment value falls, remember that if the strategy you have selected is for the long-term, then history has shown that investment markets usually go on to recover.

### Example

#### You wouldn't consider selling your house if market values fell for a year or two.

In the same way, your pension is a long-term investment and short-term fluctuations should not be overly concerning.

## You can get financial advice

Hostplus members can access high quality, low cost financial advice by financial planners employed by Hostplus and licensed by Industry Fund Services Ltd, ABN 54 007 016 195, AFSL 232514. Members can also access limited personal financial advice via our web-based product SuperAdviser, which is facilitated through Link Advice Pty Limited ABN 36 105 811 836, AFSL 258145.<sup>1</sup> Find out more about Industry Fund Services and Link Advice at [hostplus.com.au/members/our-products-and-services/financial-planning-and-advice](http://hostplus.com.au/members/our-products-and-services/financial-planning-and-advice).

Hostplus has engaged Industry Fund Services Limited (IFS) ABN 54 007 016 195, AFSL 232514 to facilitate the provision of personal financial advice to members of Hostplus. Advice is provided by Hostplus financial planners who are Authorised Representatives of IFS. Fees may apply for personal financial advice; for further information about the cost of personal advice, you can speak with your Hostplus financial planner or visit our website [www.hostplus.com.au](http://www.hostplus.com.au). Information to help you decide whether you want to use personal financial advice services being offered is set out in the relevant IFS Financial Services Guide, a copy of which is available from your Hostplus financial planner. Hostplus has engaged Link Advice Pty Ltd ABN 36 105 811 836, AFSL 258145 to facilitate the provision of limited personal financial advice to members of Hostplus via the web-based product SuperAdviser.

## Switching

### Switching between investment options is easy and free

**With Hostplus, you're not locked into an investment option once you've made a choice. After all, your circumstances may change, your investment outlook may change or you may simply want to opt for a different approach.**

Switches are processed on every national business day.\*

\* A national business day is a weekday that is not a national public holiday or the NSW King's Birthday public holiday

Switch requests between investment options received before 4.00pm (NSW time) are transacted at the unit prices applicable on the day your request is received, otherwise they are not considered to have been received until the following national business day.

However, the calculation of unit prices takes two national business days, and therefore these unit prices will only be available to you two national business days after receipt of your requested investment switch.

For example, if you make a switch on a Monday, and each of Monday, Tuesday and Wednesday are national business days, then the unit prices used for your switch will be those relating to Monday, and you will receive them on Wednesday.

	Day	Member action	Unit price
Day 0	Monday	Member raises investment switch before 4pm (NSW time)	Switch request 'T' (day zero) date
Day 1	Tuesday		
Day 2	Wednesday	Effective date for member investment switch	T + 2 date – transaction/switches are processed based on the declared unit price for day zero

For all transactions, the number of units allocated or redeemed is the dollar value of the transaction divided by the unit price of the relevant investment option. Your account balance is equal to the number of units you hold in each investment option multiplied by the relevant unit price for the option.

You can indicate your switch online through your Member Online account at [hostplus.com.au](http://hostplus.com.au).

## Multiple switch requests

In the case of multiple investment switch requests received in the same day, including cash transfers to or from Choiceplus, your latest request received will apply. Where you have made an investment switch or cash transfer request as well as a benefit payment request in the same week, the benefit payment instruction will override the investment switch or cash transfer and therefore your existing investment choice will apply. In the case of a partial benefit request, it will also override the latest investment switch or cash transfer for that partial amount.

## Suspension of applications, switches, redemptions, and withdrawals

Hostplus may suspend or restrict applications, switches, redemptions and withdrawal requests, for all or a particular investment option at our absolute discretion. In such circumstances, transactions may not be processed or may be processed with significant delay.

Hostplus may also decide to process a transaction request for a particular type of benefit from a suspended, restricted or closed option on a case-by-case basis. Any decision about whether to process transactions from such an option will be made in the best interests of investors as a whole.

We'll process all impacted transaction requests using the effective unit price applicable on the date the suspension is lifted, or the date special approval is granted if earlier.

## Unreasonable switching

Superannuation trustees are required to review, and where appropriate, manage unreasonable switching of investments between investment options.

Unreasonable switching involves frequent switching into and out of an investment option at times and in circumstances that may be detrimental to other investors.

Such activity is not considered to be in the best financial interests of all Hostplus investors and goes against the intent of the product design and offering.

Hostplus monitors switching activity and, if we identify unreasonable switching by an investor, Hostplus may choose to suspend or remove an investor from certain investment options at our discretion. We will write to affected investors if this occurs.

## Investment switch restrictions

To avoid conflicts of interest – where some Hostplus Employees and Directors ("Access Persons") have access to information not generally available – Hostplus imposes a Switching Window limitation. A Hostplus Access Person who is aware of information that may impact decision-making, operation, performance, investment strategies or returns of the Fund, would generally be considered to hold inside information.

The limitation means such persons can only make one investment switch, on an annual basis, during the Switching Window – generally 1 August – 31 August, unless the window is amended by the CEO. The CEO reserves the right to declare a Switching Window closed at any time at their sole discretion and without prior notice.

## Some additional information

### Our investments and investment managers

Asset classes are constructed either by direct investments in assets or by appointing managers to invest in assets. You can find a current list of managers by asset class by navigating to the 'Investment Manager Allocations' section of [hostplus.com.au/about-us/company-overview/investment-governance](https://hostplus.com.au/about-us/company-overview/investment-governance).

### The value of your investment

When a member invests in any of Hostplus' investment options, the money is placed in a pool of funds along with every other member who has chosen the same investment option.

Each investment option is then broken up into units. Every unit the member holds in the investment pool represents their share of that investment option.

The initial units allocated to members will be determined by the member's account balance divided by the unit price for the investment option/s that members are invested in at the time of change.

The unit price for each investment option is calculated by dividing the value of the assets in the option (after allowing for fees, costs (including fees paid to investment managers) and taxes) by the number of units on issue. As the value of these assets and liabilities can go up or down, the unit prices for the different investment options can go up or down. TTR members receive unit prices which are calculated to include the 15% earnings tax.

Members can see how much their investment holdings are worth on any day by looking up the unit price for the chosen investment option and multiplying it by the number of units held in a particular option/s.

We will redeem units from your investment options to pay withdrawals, process switches, make pension payments, to deduct account keeping fees and any other charges.

## How Hostplus manages the Strategic Asset Allocation

Hostplus seeks to ensure that each investment option is managed within its strategic parameters, as represented by the asset class ranges around its strategic asset allocation benchmarks.

Market valuation movements and member-related cashflows can impact upon these asset allocation settings. Accordingly, and based upon its current and prospective views of markets, Hostplus can choose to alter these settings as required, albeit while remaining within the required asset class ranges.

Hostplus can do so by engaging in transactions with the underlying managers, but also by rebalancing, whereby the underlying assets can be redistributed across different investment options.

## End of financial year unit price

Hostplus has a formal calculation of unit prices on 30 June each year. The reason we have a formal calculation is to ensure we value your account at the end of each financial year using the most recent market valuations.

## Risks

Each asset class and investment option has its own level of risk and return. Typically, the greater an investment risk, the greater its potential return over the long term. Risks can be divided into two main categories: investment risks and operational risks.

### Investment risks

All investments are subject to varying risks and can change in value. There are risks in choosing to invest in superannuation and each investment option has different risk characteristics and volatility.

The most significant risks are:

- **Concentration risk** – during a market downturn, investments that are concentrated in one asset class risk suffering significant losses all at once. Diversifying your portfolio by investing in different types of assets helps reduce this risk.
- **Sequencing risk** – Sequencing risk is the risk that the order and timing of your investment returns causes a less favourable result in your overall pension balance. For example, a low or negative return when you're younger (and have a lower balance) may not have a significant overall impact on your retirement balance; but a low or negative return when you're nearing retirement may have a bigger impact on your retirement plans.
- **Inflation risk** – inflation may exceed the return on your investment. Inflation is measured by the Consumer Price Index (CPI). Where the CPI increases, money has less purchasing power. When an investment provides a lower return than the increase in CPI, it actually loses value in terms of purchasing power. Therefore, it is important to invest in assets that are expected to generate returns in excess of CPI over the medium to long term.
- **Market risks** – economic, technological, political or legal conditions and even market sentiment can change and affect the value of investments.
- **Changes in interest rates** – interest rate changes can have a positive or negative impact on investment returns across asset classes.
- **Foreign exchange** – if we invest in other countries there is a risk their currencies could change in value relative to our dollar and so, increase or reduce the value of the investment.
- **Investment styles** – when choosing individual fund managers, varying investment styles will perform differently depending on the markets and other factors.

- **Risks associated with each individual investment** – including the risk of financial loss. Individual investments can fall in value for many reasons. For example:
  - **Australian shares** – inflation, interest rates and changes in market conditions will all have an effect on the value of shares, as does the performance of the company itself.
  - **International shares** – the risks relating to international shares are the same as for Australian shares. There are also additional risks relating to foreign exchange, and political risks associated with investing in overseas countries.
  - **Property** – returns on property rely on general economic factors such as inflation, interest rates and employment, as well as factors unique to the property such as its location and quality.
  - **Australian fixed interest** – changes in interest rates in particular will have an impact on fixed interest investments so that, if interest rates change during the term of a loan, there could be capital gains or capital losses. Depending on the nature of the issuer of the investment, there is a varying level of risk that the borrower may default on repayment of the loan.
  - **International fixed interest** – similar to Australian fixed interest but with additional risks associated with foreign exchange and political developments.

Other risks may also affect the accessibility or value of your investment with any super fund. These include:

- **Liquidity risks** – this refers to the ability to convert an investment into cash with little or no loss of capital and minimum delay. Some investments, such as direct property, unlisted infrastructure and private equity, are relatively illiquid.
- **Security specific risks** – where an individual company or asset fails, for example through bankruptcy, fraudulent activity or the business environment in which it operates, the value of the investment can fall sharply.
- **Derivatives risks** – derivatives are used for many purposes, including hedging to protect an asset against market fluctuations, reducing costs of achieving a particular market exposure, and specifically using derivative overlays to manage exposure to foreign currency movements against the Australian dollar. Hostplus has appointed various external investment managers who can directly invest in derivatives in order to assist with the effective management and protection of Hostplus assets. To satisfactorily manage this risk we set appropriate terms, levels of usage and constraints. Hostplus also obtains confirmation from these investment managers that they have the appropriate risk management processes in place in relation to the use of derivatives.

- **Market failure** – there is a risk of broad market failure or significant financial collapse that affects investments broadly eg. the global financial crisis. Such events are outside the control of the trustee. Consequently, even long term investors like superannuation fund members should be mindful of the risk that if such high impact events occur, their benefits may be less than the total amount of contributions invested.

It is wise to seek professional advice when making decisions about selecting and changing your investment options as each option has a different risk/return profile.

### Operational risks

Operational risks include the possibility of:

- adequacy of resources (human, financial and technological)
- business continuity / disaster recovery
- fraud and theft
- administrative errors
- inappropriate advice
- unit pricing errors, or
- failure of outsourced providers.

Most operational risks can be controlled by the trustee through their internal control framework.

The trustee has a compliance and risk management program in place to manage these risks. In addition to the operational risks that may arise, there is also the possibility for legal or legislative risks to occur. These risks include:

- superannuation legislation changes that may affect your benefit or ability to access a benefit
- taxation changes that may affect the value of your investment
- economic or political climate changes
- Government policy and law changes
- particular events being excluded from insurance cover
- insurance terms changes, or
- a fund's termination, the trustee being replaced or investment managers changing.

# Responsible investing

## Responsible investment – general

As a profit-for-member superannuation fund, Hostplus is run only to benefit members. Our primary duty is to deliver the best retirement outcomes for our members. These responsibilities guide every decision we make, and great care is taken to ensure each action fulfils these duties.

Responsible investment is an important part of our investment approach that helps us better manage risk and optimise retirement outcomes for our members. Our approach to responsible investment is informed by our responsible investment beliefs and implemented through our [Responsible Investment Policy](#).

## ESG integration

Hostplus' approach to responsible investment is influenced by our investment strategy, including outsourcing to investment managers to invest on our behalf. The way and extent to which responsible investment is incorporated into investment decisions will differ across the portfolio and is dependent on the relevance of ESG factors to a particular asset class and the style of the investment strategy.

Here are some examples of ESG factors we may consider:

Environmental	Social	Governance
<ul style="list-style-type: none"> <li>Climate change*</li> <li>Pollution and waste</li> <li>Resource depletion</li> <li>Biodiversity</li> <li>Land use changes</li> </ul>	<ul style="list-style-type: none"> <li>Human rights</li> <li>Labour rights</li> <li>Health &amp; safety</li> <li>Employee relations</li> <li>Human capital management</li> <li>Indigenous and First Nations People rights and relations</li> <li>Local communities' relations</li> <li>Consumer protection</li> <li>Animal welfare</li> </ul>	<ul style="list-style-type: none"> <li>Board structure, size, diversity, skills and independence</li> <li>Executive remuneration</li> <li>Shareholder rights</li> <li>Corporate culture and ethics</li> <li>Bribery and corruption</li> <li>Risk management</li> <li>Lobbying</li> <li>Tax strategy</li> </ul>

\* More information on Hostplus' approach to climate change go to [hostplus.com.au/investment/investment-governance/climate-change](https://hostplus.com.au/investment/investment-governance/climate-change).

ESG considerations will be one factor that informs how Hostplus' investment managers invest on behalf of Hostplus, including decisions about the selection, retention or realisation of Hostplus' investments across the portfolio.

ESG factors are considered as part of our annual strategic asset allocation process and are taken into account in setting investment objectives.

One example is that Hostplus, together with its investment adviser, JANA Investment Advisers Pty Ltd (JANA), also reviews investment managers' abilities to integrate ESG risks and opportunities into their investment decision making process as part of the investment manager selection and review process. While the approach to ESG integration may vary by manager, each manager's ability to consider and evaluate ESG factors must be in line with that of their asset class peer group at a minimum for inclusion in the portfolio.

While consideration of ESG factors (labour standards, environmental, social and ethical considerations) is part of Hostplus' Responsible Investment Policy, Hostplus has determined that a policy of explicitly banning controversial weapons from our investment portfolios will apply to all of the Fund's investments where Hostplus has a high degree of control over investment exposures. Please note, it may not be practicable to exclude controversial weapons in respect of investments where we do not have a high degree of control such as investments held via pooled fund vehicles, securitised financial instruments such as collateralised loan obligations, and fund-of-fund structures. Notwithstanding this, Hostplus will work with the investment managers who control those investments to seek to exclude exposure to controversial weapons.

Our Socially Responsible Investments (SRI) apply a range of additional filters. See [page 29](#) for further information.

## Active ownership

Our preference is to retain exposure to a broad range of sectors and seek to create change within companies or sectors that we invest in through engagement rather than divest from a company or sector and lose influence.

Therefore, Hostplus pursues an active ownership program (which includes engagement and proxy voting) seeking to positively influence company behaviour and performance and therefore contribute positively to long-term returns.

Key principles which direct our engagement and proxy voting focus on board oversight and accountability, shareholder rights, major transactions, remuneration and ESG risk management and disclosure. Hostplus engages with companies primarily through its membership of the Australian Council of Superannuation Investors (ACSI) and EOS at Federated Hermes, as well as directly and through investment managers.

We also take our proxy voting rights seriously, aiming to vote in all matters where it is practical for us to do so. We make our voting decisions taking into account voting guidance from specialist service providers, recommendations from our investment managers and based on Hostplus' key engagement and voting principles.

More information about our approach to proxy voting can be found in our Responsible Investment Policy and we publicly disclose a full record of our voting decisions on the investment governance section of our website: [hostplus.com.au/super/about-us/investment-governance](https://hostplus.com.au/super/about-us/investment-governance)

## Glossary – Investment terms

Term	Meaning
<b>Assets</b>	An asset is a resource with economic value that individuals, corporations, or countries can own or control, with the expectation that a future benefit will be provided. They are also grouped into asset classes such as cash, fixed interest, property, infrastructure and equity (see Understanding asset classes).
<b>Asset allocation</b>	This means the spread of investments within an investment portfolio across various asset classes.
<b>Benchmark</b>	A standard against which the performance of a security, asset class or investment manager can be measured. For example, a share market index (which represents a broad mix of shares listed on a stock exchange) can be used as a benchmark for listed equity investments.
<b>CPI</b>	The Consumer Price Index, known as CPI, is a measure of the average change over time in the prices paid by households for a fixed basket of goods and services.
<b>Custodian</b>	An independent organisation that safeguards the Fund's assets. There are comprehensive rules governing who can issue instructions to the custodian, in particular how money can be released to investment managers.
<b>Diversification level</b>	<p>Diversification can arise from having broad exposures to investments across differing asset classes, companies, industries, geographies, company capital structures, active asset management styles, currencies and counterparties. These, and other diversifiers, are considered when determining the diversification level applicable within an investment option.</p> <p>To assist members in making an informed choice, Hostplus has used the following descriptions of the level of diversification applicable to each investment option:</p> <p><b>High diversification</b> means that the investment option has wide levels of exposures across these diversifiers, including over multiple asset classes. For example, the <b>Balanced</b> option is invested across multiple asset classes including unlisted assets, as well as multiple investment managers, geographies, company capital structures, active asset management styles, currencies and counterparties.</p> <p><b>Medium diversification</b> means that the investment option has intermediate levels of exposures across these diversifiers, sometimes over multiple asset classes. For example, the <b>Indexed Balanced</b> option is invested across a number of investment managers, assets, and geographies, but is limited to investing in listed companies, bonds and cash.</p> <p><b>Low diversification</b> means that the investment option has more limited levels of exposure across these diversifiers and rarely over multiple asset classes. For example, the Australian Shares option is diversified across multiple companies and investment managers, predominately investing in the Australian shares asset class.</p> <p><i>These terms appear in the 'summary' and 'who is this investment suitable for?' of our investment options.</i></p>
<b>Growth assets label</b>	<p>To assist members in making an informed choice, Hostplus has used the following criteria to categorise the bias to growth assets of our investment options:</p> <p><b>All growth</b> means 100% growth assets</p> <p><b>Strong bias to growth</b> means &gt; 80% to &lt; 100% growth assets</p> <p><b>Bias to growth</b> means &gt; 60% to = 80% growth assets</p> <p><b>Similar proportion of growth and defensive</b> means &gt; 40% to = 60% growth assets</p> <p><b>Bias to defensive</b> means &gt; 20% to = 40% growth assets</p> <p><b>Strong bias to defensive</b> means &gt; 0% to = 20% growth assets</p> <p><b>All defensive</b> means 0% growth assets</p> <p><i>These terms appear in the 'summary' and 'who is this investment suitable for?' of our investment options.</i></p>
<b>Hedge fund</b>	A fund that invests in complex strategies in shares and other securities. It aims to achieve positive returns in both rising and falling markets, while using strategies to reduce the chance of loss.
<b>Impact of foreign currency movements</b>	The impact of foreign currency movement is the possibility of losing money due to unfavourable moves in exchange rates. Investments in overseas markets are exposed to the impact of foreign currency movement unless hedged.

Term	Meaning
<b>Inflation</b>	Inflation is the increase in the general price level of goods and services in the economy. It is usually measured using the movements of the consumer price index (CPI).
<b>Investment grade</b>	Refers to a company's credit rating. To be considered investment grade, the company must be rated 'BBB' or higher by a credit ratings agency, like Standard and Poor's or Moody's. Anything below a 'BBB' rating is considered non-investment grade.
<b>Investment objective</b>	The 'investment objective' means the return that an investment option aims to achieve. This return is inclusive of taxes and investment fees and costs (before deducting administration fees).
<b>Investment style</b>	<p>Hostplus investments invest in three distinct investment styles. These are:</p> <p><b>Core:</b> These investment options focus on delivering the best net return for a given level of risk. They take full advantage of Hostplus' investment expertise, and feature our best investment ideas across listed and unlisted assets, bonds and cash.</p> <p><b>Indexed:</b> These investment options focus on minimising investment fees and costs. They generally use a passive investment style to invest in listed companies, bonds and cash, and aim to track the returns of the markets in which they invest.</p> <p><b>Socially Responsible Investment (SRI):</b> These investment options focus on values-based investing. They seek to reduce exposure to industry segments within fossil fuels and tobacco production, as well as other factors.</p> <p><i>These terms appear in the 'summary' and 'who is this investment suitable for?' of our investment options.</i></p>
<b>Investment time frame</b>	<p>To assist members in making an informed choice, Hostplus has used the following criteria to categorise the expected investment time frame applicable to the target market for our investment options. The labels outlined below are based on the minimum suggested investment time frames for each Hostplus investment option.</p> <p><b>Long term</b> means 7 years or more</p> <p><b>Medium to long term</b> means 5 years to &lt; 7 years</p> <p><b>Short term</b> means &lt; 5 years</p> <p><i>These terms appear in the 'summary' and 'who is this investment suitable for?' of our investment options.</i></p>
<b>Liquidity</b>	Liquidity refers to the ability to convert an investment into cash with little or no loss of capital and minimum delay.
<b>Long-term returns label</b>	<p>To assist members in making an informed choice, Hostplus has used the following criteria to categorise the expected returns of our investment options. The labels outlined below are based on the long-term return objectives (20 years) for each of Hostplus' investment options:</p> <p><b>Very strong</b> means &gt; CPI + 4%</p> <p><b>Strong</b> means &gt; CPI + 3% to = CPI + 4%</p> <p><b>Moderate</b> means &gt; CPI + 2% to = CPI + 3%</p> <p><b>Modest</b> means &gt; CPI + 1% to = CPI + 2%</p> <p><b>Stable</b> means CPI + 1% or less</p> <p><i>These terms appear in the 'summary' and 'who is this investment suitable for?' of our investment options.</i></p>
<b>Negative return tolerance level</b>	<p>To assist members in making an informed choice, Hostplus has used the following criteria to indicate the level of tolerance of negative returns a member would require for each of its investment options:</p> <p><b>Very high tolerance</b> means 6 or greater years out of 20 years.</p> <p><b>High tolerance</b> means equal to 4 to less than 6 years out of 20 years.</p> <p><b>Medium to high tolerance</b> means equal to 3 to less than 4 years out of 20 years.</p> <p><b>Medium tolerance</b> means equal to 2 to less than 3 years out of 20 years.</p> <p><b>Low to medium tolerance</b> means equal to 1 to less than 2 years out of 20 years.</p> <p><b>Low tolerance</b> means equal to 0.5 to less than 1 year out of 20 years.</p> <p><b>Very low tolerance</b> means less than 0.5 years out of 20 years.</p> <p><i>These terms appear in the summaries of our investment options in sections 5.3 to 5.7.</i></p>
<b>Portfolio</b>	A portfolio is a range of investments held by a person or organisation.



Term	Meaning																
<b>Pre-mixed</b>	<p>These investment options invest in combinations of asset classes.</p> <p>Each pre-mixed option has its own mix of growth and defensive assets, investment objective, and level of investment risk.</p>																
<b>Returns</b>	<p>Returns may include both the income received from the investment and/or an increase or decrease in the capital value of the investment.</p>																
<b>SAA (Strategic Asset Allocation) Benchmark</b>	<p>SAA is a target mix of asset classes (such as shares, property, and cash) which is used to implement an investment strategy for a fund's investment option. It takes into account the option's investment return objective, risk tolerance and investment time horizon.</p>																
<b>Single sector</b>	<p>The single sector investment options predominantly invest in a specific asset class, such as Cash or Australian Shares, and have varying investment styles.</p>																
<b>Standard Risk Measure (SRM)</b>	<p>The Standard Risk Measure (SRM) has been adopted to assist members in comparing investment options (both within and across superannuation funds) using a simplified risk measure.</p> <p>The SRM is based on industry guidance to allow members to compare investment options that are expected to deliver similar negative net investment returns over a 20 year period.</p> <p>The SRM is not a complete assessment of all forms of investment risk; for instance, it does not detail what the size of a negative return could be or the possibility of returns not being adequate to meet a member's investment objectives. Further, it does not take into account the impact of administration fees and tax on the likelihood of a negative return.</p> <p>Members should still ensure they are comfortable with the risks and potential losses associated with their chosen investment option/s.</p> <p><b>Risk measures and categories</b></p> <table border="1" data-bbox="451 992 1463 1413"> <thead> <tr> <th data-bbox="451 992 762 1059">Relevant risk label</th> <th data-bbox="762 992 1463 1059">Level of investment risk – estimated number of negative net investment returns over a 20 year period</th> </tr> </thead> <tbody> <tr> <td data-bbox="451 1059 762 1111">Very low</td> <td data-bbox="762 1059 1463 1111">Less than 0.5</td> </tr> <tr> <td data-bbox="451 1111 762 1162">Low</td> <td data-bbox="762 1111 1463 1162">0.5 to less than 1</td> </tr> <tr> <td data-bbox="451 1162 762 1214">Low to medium</td> <td data-bbox="762 1162 1463 1214">1 to less than 2</td> </tr> <tr> <td data-bbox="451 1214 762 1265">Medium</td> <td data-bbox="762 1214 1463 1265">2 to less than 3</td> </tr> <tr> <td data-bbox="451 1265 762 1317">Medium to high</td> <td data-bbox="762 1265 1463 1317">3 to less than 4</td> </tr> <tr> <td data-bbox="451 1317 762 1368">High</td> <td data-bbox="762 1317 1463 1368">4 to less than 6</td> </tr> <tr> <td data-bbox="451 1368 762 1413">Very high</td> <td data-bbox="762 1368 1463 1413">6 or greater</td> </tr> </tbody> </table> <p>This risk measure is applicable to all of our investment options with the exception of Choiceplus.</p>	Relevant risk label	Level of investment risk – estimated number of negative net investment returns over a 20 year period	Very low	Less than 0.5	Low	0.5 to less than 1	Low to medium	1 to less than 2	Medium	2 to less than 3	Medium to high	3 to less than 4	High	4 to less than 6	Very high	6 or greater
Relevant risk label	Level of investment risk – estimated number of negative net investment returns over a 20 year period																
Very low	Less than 0.5																
Low	0.5 to less than 1																
Low to medium	1 to less than 2																
Medium	2 to less than 3																
Medium to high	3 to less than 4																
High	4 to less than 6																
Very high	6 or greater																
<b>Volatility</b>	<p>The short-term fluctuations in share prices, exchange rates and interest rates that affect an investment. The higher the volatility, the less certain an investor is of the return within a set time frame and hence volatility is one measure of risk.</p>																

# Fees and other costs

Because Hostplus is an industry super fund, our Pension administration fees are a competitive \$4.50 per week plus 0.0165% of your account balance per year. An additional \$61.42 p.a. per member is also deducted from the Fund's Administration Reserve during the year and not directly from members' account balances.

Like most super funds, investment fees and costs may apply. But we strive to ensure our investment fees and costs are competitive. Other fees and costs apply. You'll find an explanation of our fees and other costs here.

## 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)** Moneysmart website ([moneysmart.gov.au](https://moneysmart.gov.au)) has a superannuation calculator to help you check out different fee options.

## Fees and other costs

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

Other fees, such as activity fees and advice fees for personal advice may also be charged, but these will depend on the nature of the activity or advice chosen by you. Entry Fees and exit fees cannot be charged.

Taxes are set out in another part of this document.

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

The fees and other costs for each investment option offered by Hostplus are set out on [page 61](#).

\*The wording in this section is prescribed by law, and employers are unable to negotiate fees on behalf of pensioners who may hold a TTR account.

## Fees and costs summary

Hostplus Pension		
Type of fee or cost	Amount	How and when paid
<b>Ongoing annual fees and costs<sup>1</sup></b>		
Administration fees and costs <sup>4</sup>	\$234.00 p.a. (\$4.50 per week) plus \$61.42 p.a.  plus trustee fee of 0.0165% p.a. of your account balance.*	Deducted monthly from your account.  Deducted from the Fund's Administration Reserve throughout the year (and not from your account).  <b>Non Choiceplus investments:</b> deducted daily and paid to the Trustee monthly from gross investment earnings before net investment returns are applied to your account.  <b>Choiceplus investments:</b> calculated daily and deducted monthly from your Choiceplus cash account.
Investment fees and costs <sup>2</sup>	0.94% for the Balanced and CPIplus options and varies between 0.02% and 0.83% for other investment option(s). <sup>3</sup>  This includes the 0.0165% trustee fee on your account balance invested in non Choiceplus investments.  <a href="#">See page 61</a> for further information.	Deducted daily from gross investment earnings before net investment returns are applied to your account.  Included in the investment fees and costs of your chosen investment option(s) (other than Choiceplus) deducted daily and paid to the Trustee monthly from the option's gross investment earnings before net investment returns are applied to your account.
Transaction costs	0.06% for the Balanced and CPIplus options and varies between 0.00% and 0.13% for other investment option(s). <sup>3</sup>  <a href="#">See page 61</a> for further information.	Deducted from gross investment earnings as and when incurred before net investment returns are applied to your account.
<b>Member activity related fees and costs</b>		
Buy – sell spread	Nil	Not applicable
Switching fee	Nil	Not applicable
Other fees and costs	See 'Additional explanation of fees and costs' for a description of other fees and costs; such as activity fees, advice fees for personal advice and Choiceplus investment option fees	

Additional fees and costs apply for your investments in Choiceplus. See [page 65](#) for further information. The administration fee of \$4.50 per week is deducted from your account monthly, on the last Friday of the month. The amount charged per annum depends on the number of Fridays in a year.

\* A trustee fee is comprised of an administration and investment component, at the respective rates as listed. For further information about the trustee fee go to [page 64](#).

1. If your account balance for a product offered by the superannuation entity is less than \$6,000 at the end of the entity's income year, certain fees and costs charged to you in relation to administration and investment are capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded.
2. Investment fees and costs includes an amount up to 0.33% for performance fees. The calculation basis for this amount is set out under "Additional explanation of fees and costs" on [page 63](#).
3. These fees and costs are based on actual figures and estimates from the previous financial year, except in the case of performance fees which are generally averaged over 5 financial years. The fees and costs payable in respect of each future year may be higher or lower. Where estimates were used, they have been informed by management, historical and industry experience, as well as information from third party service providers.
4. Administration fees and costs (with the exception of the deduction from the Fund's Administration Reserve) are proportionally deducted from the investment option/s chosen for your drawdown.

### Example of annual fees and costs for a superannuation product

This table gives an example of how the ongoing annual fees and costs for the Hostplus Balanced option for this superannuation product can affect your pension over a 1-year period. You should use this table to compare this product with other superannuation products.

Example – Hostplus Balanced option		Balance of \$50,000
<b>Administration fees and costs</b>	\$234.00 p.a. (deducted from your Hostplus account) plus \$61.42 p.a. (deducted from the Fund's Administration Reserve) plus trustee fee of 0.0165% pa of your account balance.	For every \$50,000 you have in the superannuation product, you will be charged or have deducted from your investment <b>\$8.25</b> in administration fees and costs, plus <b>\$295.42</b> regardless of your balance.
<b>PLUS Investment fees and costs</b>	0.94%	<b>And</b> , you will be charged or have deducted from your investment <b>\$470</b> in investment fees and costs.
<b>PLUS Transaction costs</b>	0.06%	<b>And</b> , you will be charged or have deducted from your investment <b>\$30</b> in transaction costs.
<b>EQUALS Cost of product</b>		If your balance was \$50,000 at the beginning of the year, then for that year you will be charged fees and costs of <b>\$803.67</b> for the superannuation product.

**Note:** Additional fees may apply. The administration fee of \$4.50 per week is deducted from your account monthly, on the last Friday of the month. The amount charged per annum depends on the number of Fridays in a year. Please note the Hostplus Pension default investment option is the Cash option, not the Balanced option demonstrated above and these fees will vary from option to option. The inclusion of a Balanced option example is required by law. **The fees and costs charged if you invest via the Choiceplus platform relate to Choiceplus and access to Choiceplus investments only, and do not include the fees and costs that relate to investing in those investments. Additional fees and costs will be charged by the issuers of the Choiceplus investments that you decide to invest in.**

### Cost of product for 1 year

The cost of product gives a summary calculation about how ongoing annual fees and costs can affect your superannuation investment over a 1-year period for all superannuation products and investment options. It is calculated in the manner shown in the Example of annual fees and costs.

The cost of product information assumes a balance of \$50,000 at the beginning of the year. (Additional fees such as a buy-sell spread may apply; refer to the Fees and costs summary for the relevant superannuation product or investment option.)

You should use this figure to help compare superannuation products and investment options.

Investment option	Cost of product
High Growth	<b>\$693.67</b>
Shares Plus	<b>\$748.67</b>
Balanced	<b>\$803.67</b>
Conservative Balanced	<b>\$688.67</b>
Capital Stable	<b>\$638.67</b>
Defensive	<b>\$438.67</b>
Indexed High Growth	<b>\$328.67</b>
Indexed Balanced	<b>\$333.67</b>
Indexed Defensive	<b>\$343.67</b>
SRI High Growth	<b>\$593.67</b>
SRI – Balanced	<b>\$643.67</b>
SRI Defensive	<b>\$378.67</b>
CPI Plus	<b>\$803.67</b>
Australian Shares	<b>\$548.67</b>
Australian Shares – Indexed	<b>\$323.67</b>
International Shares	<b>\$573.67</b>
International Shares – Indexed	<b>\$338.67</b>
International Shares (Hedged) – Indexed	<b>\$328.67</b>
International Shares – Emerging Markets	<b>\$593.67</b>
Diversified Fixed Interest	<b>\$453.67</b>
Diversified Fixed Interest – Indexed	<b>\$388.67</b>
Cash	<b>\$313.67</b>

## Additional explanation of fees and costs

Hostplus Pension				
Investment option	Investment fees and costs (excl Performance Fees)	Performance Fee	Transaction costs	Total investment fees and costs
High Growth	0.50%	0.22%	0.06%	<b>0.78%</b>
Shares Plus	0.57%	0.26%	0.06%	<b>0.89%</b>
Balanced	0.61%	0.33%	0.06%	<b>1.00%</b>
Conservative Balanced	0.49%	0.22%	0.06%	<b>0.77%</b>
Capital Stable	0.43%	0.18%	0.06%	<b>0.67%</b>
Defensive	0.19%	0.04%	0.04%	<b>0.27%</b>
Indexed High Growth	0.05%	0.00%	0.00%	<b>0.05%</b>
Indexed Balanced	0.03%	0.00%	0.03%	<b>0.06%</b>
Indexed Defensive	0.04%	0.00%	0.04%	<b>0.08%</b>
SRI High Growth	0.26%	0.31%	0.01%	<b>0.58%</b>
SRI – Balanced	0.34%	0.27%	0.07%	<b>0.68%</b>
SRI Defensive	0.11%	0.00%	0.04%	<b>0.15%</b>
CPI Plus	0.61%	0.33%	0.06%	<b>1.00%</b>
Australian Shares	0.32%	0.09%	0.08%	<b>0.49%</b>
Australian Shares – Indexed	0.04%	0.00%	0.00%	<b>0.04%</b>
International Shares	0.45%	0.03%	0.06%	<b>0.54%</b>
International Shares – Indexed	0.07%	0.00%	0.00%	<b>0.07%</b>
International Shares (Hedged) – Indexed	0.05%	0.00%	0.00%	<b>0.05%</b>
International Shares – Emerging Markets	0.49%	0.00%	0.09%	<b>0.58%</b>
Diversified Fixed Interest	0.22%	0.00%	0.08%	<b>0.30%</b>
Diversified Fixed Interest – Indexed	0.04%	0.00%	0.13%	<b>0.17%</b>
Cash	0.02%	0.00%	0.00%	<b>0.02%</b>

The total investment fees and costs listed against the CPIplus option does not impact (diminish) the net value of return of CPIplus. These costs represents the cost incurred by the Balanced investment option, which is where CPIplus assets are invested. CPIplus returns are based on a predetermined rate based on CPI + 'n'. No further investment fees and costs are deducted from that return.

These costs are based on actual figures and estimates. The costs payable in respect of each future year may be higher or lower.

## Defined fees

### 1. Activity fees

A fee is an **activity fee** if:

- a. the fee relates to costs incurred by the trustee of the superannuation entity that are directly related to an activity of the trustee:
  - i. that is engaged in at the request, or with the consent, of a member; or
  - ii. that relates to a member and is required by law; and
- b. those costs are not otherwise charged as administration fees and costs, investment fees and costs, transaction costs, a buy-sell spread, a switching fee, an advice fee or an insurance fee.

### 2. Administration fees and costs

**Administration fees and costs** are fees and costs that relate to the administration or operation of the superannuation entity and includes costs that:

- a. relate to that administration or operation; and
- b. are not otherwise charged as investment fees and costs, a buy-sell spread, a switching fee, an activity fee, an advice fee or an insurance fee.

### 3. Advice Fees

A fee is an **advice fee** if:

- a. the fee relates directly to costs incurred by the trustee of the superannuation entity because of the provision of financial product advice to a member by:
  - i. a trustee of the entity; or
  - ii. another person acting as an employee of, or under an arrangement with, the trustee of the entity; and
- b. those costs are not otherwise charged as administration fees and costs, investment fees and costs, a switching fee, an activity fee or an insurance fee.

### 4. Buy-sell spreads

A **buy-sell spread** is a fee to recover costs incurred by the trustee of the superannuation entity in relation to the sale and purchase of assets of the entity.

### 5. Exit fees

An **exit fee** is a fee, other than a buy-sell spread, that relates to the disposal of all or part of a member's interests in a superannuation entity.

### 6. Investment fees and costs

**Investment fees and costs** are fees and costs that relate to the investment of the assets of a superannuation entity and includes:

- a. fees in payment for the exercise of care and expertise in the investment of those assets (including performance fees); and
- b. costs incurred by the trustee of the entity that:
  - i. relate to the investment of assets of the entity; and
  - ii. are not otherwise charged as administration fees and costs, a buy-sell spread, a switching fee, an activity fee, an advice fee or an insurance fee.

### 7. Switching fees

A **switching fee** for a MySuper product is a fee to recover the costs of switching all or part of a member's interest in a superannuation entity from one class of beneficial interest in the entity to another.

A **switching fee** for a superannuation product other than a MySuper product, is a fee to recover the costs of switching all or part of a member's interest in the superannuation entity from one investment option or product in the entity to another.

### 8. Transaction costs

**Transaction costs** are costs associated with the sale and purchase of assets of the superannuation entity other than costs that are recovered by the superannuation entity charging buy-sell spreads.

## Additional explanation of fees and costs

### 1. Activity fees

The following are types of activity fees.

#### Family Law fee

Under family law, your spouse, a person considering entering into a superannuation agreement with you, or their authorised representative, can request information about your account. Hostplus charges no fee for supplying this requested information.

Hostplus also charges no fee for splitting the interest in your account upon receipt of a splitting agreement or court order.

#### Dishonoured payment fees

If you make a contribution by cheque or direct debit that is dishonoured, a handling fee of \$15 will be deducted from your account.

#### Contribution splitting fees

A \$60 contribution splitting fee will be payable by the splitting member for each transaction which will be deducted from the member's account.

### 2. Administration fees and costs

\$234 in Administration fees and costs are deducted from your account over the year and paid into the Fund's Administration Reserve. A further \$61.42 per member is also deducted from the Administration Reserve. This amount does not impact or reduce your account balance. It is based on information from the previous financial year. The administration fees and costs payable in respect of each future year may be higher or lower.

The Fund's Administration Reserve is separately maintained by the Trustee to manage the receipt of administration fees and costs and the payment of Fund expenditure. Any tax benefit associated with Fund expenditure is paid into the Fund's Administration Reserve. Administration fees and costs include part of the trustee fee.

### 3. Advice Fees

Financial advice fees are subject to annual fee caps and a minimum account balance being retained after the deduction of your fee(s). Please refer to the Advice Fee Fact Sheet for more information.

Hostplus members may choose to engage a financial planner employed by Hostplus<sup>1</sup> or an externally licensed financial planner. An advice fee may only be deducted from your Hostplus account for advice that relates solely to your interests in Hostplus and your adviser is registered with Hostplus.

**Intrafund advice** refers to limited or scaled personal advice which is available to members at no additional cost.

For further information, refer to our Advice Fee Fact Sheet at [hostplus.com.au/advice-fee](http://hostplus.com.au/advice-fee)

Hostplus has engaged Industry Fund Services Limited (IFS) ABN 54 007 016 195, AFSL 232514 to facilitate the provision of personal financial advice to members of Hostplus. Advice is provided by Hostplus financial planners who are Authorised Representatives of IFS. Fees may apply for personal financial advice; for further information about the cost of personal advice, you can speak with your Hostplus financial planner or visit our website [www.hostplus.com.au](http://www.hostplus.com.au). Information to help you decide whether you want to use personal financial advice services being offered is set out in the relevant IFS Financial Services Guide, a copy of which is available from your Hostplus financial planner.

### 4. Buy-sell spreads

Hostplus does not charge members any buy-sell spread fees.

### 5. Exit fees

The Law prohibits superannuation fund trustees from charging exit fees.

### 6. Investment fees and costs

For non-Choiceplus investments, investment fees and costs include part of the trustee fee.

#### Performance fee

In certain circumstances, Hostplus agrees, as part of the fees payable to an investment manager, to pay a performance fee. Performance fees are payable to investment managers if they outperform required performance targets. The performance fees payable varies between the underlying investment managers and may change from year to year.

These performance fees are included within the investment fees and costs and are borne by members invested in an investment option before investment earnings are declared and applied to their account. Investment fees and costs can change as a result of changes to the performance fees.

For the purposes of calculating performance fees, Hostplus:

- a. includes the performance fees that accrued in relation to:
  - i. the product or option or part of such product or option; and
  - ii. any interposed vehicles referable to that option, averaged over the previous 5 financial years;
- b. where an option was not in operation for the previous 5 financial years, Hostplus calculates the average by reference to the number of financial years in which the option has operated;
- c. where an option did not have a performance fee charging mechanism in place in each of the previous 5 financial year, Hostplus calculates the average by reference to the number of financial years in which the option had a performance fee charging mechanism in place;
- d. where an option was first offered in the current financial year, Hostplus calculates the average by reference to its reasonable estimate of the performance fee for the current financial year adjusted to reflect a 12 month period.

**How we estimate our investment fees and costs**

Investment fees and costs are based on actual figures and estimates. The estimated information:

- was informed by information obtained from investment managers;
- used an assumption that the asset allocation for each investment option was that which applied as at 31 May 2024; and
- used an assumption that the funds under management for each investment option was maintained at 31 May 2024 levels.

**7. Switching fees**

Hostplus does not charge members switching fees.

**8. Transaction costs**

Transaction costs are associated with acquiring or disposing investments and can include costs such as brokerage, settlement costs, stamp duty and clearing costs. Transaction costs are deducted from the valuation of investments before unit prices are calculated. They may be paid directly by Hostplus or from an interposed vehicle.

Transaction costs are not directly charged to members but are an additional cost to the member if not recovered in the form of a buy-sell spread fee. The transaction costs shown in the fees and costs summary is shown net of any amount recovered by a buy-sell spread charged by Hostplus. Hostplus does not charge a buy-sell spread to its members.

**9. Trustee fee**

Effective from 18 March 2022, the trustee fee has been introduced in response to recent legislative changes (to sections 56 and 57 of the Superannuation Industry (Supervision) Act 1993 (Cth) (SIS Act)), which impact the Trustee on and from 1 January 2022.

These legislative changes have significantly broadened the types of penalties for which the Trustee and its Directors cannot be indemnified out of the assets of the Fund or the PST. As the Fund and PST are operated on a profit-for-member basis, the Trustee does not currently hold sufficient capital that could be used to indemnify the Trustee and its Directors, or otherwise meet related liabilities. Instead, the Trustee and its Directors have previously relied on being able to draw against the assets of the Fund and PST to recover such costs.

As a result of these legislative changes, the Trustee risks becoming insolvent if a penalty were to be imposed on it, or its Directors (e.g., as a result of an inadvertent breach of Commonwealth legislation), and the Trustee does not have sufficient capital to pay the penalty.

The trustee fee is paid to the Trustee in relation to the risks of it and its Directors carrying out their duties and obligations in acting as trustee of the Fund and the PST. The Trustee holds the trustee fee paid to it in a Special Purpose Reserve within the Trustee (and not within the Fund or PST), thus ensuring these funds are kept separate from Fund members' and PST Investors' funds. The Special Purpose Reserve will only be used to meet relevant liabilities incurred on or after 1 January 2022 for which the Trustee and its Directors cannot be indemnified out of the assets of the Fund or PST.

The trustee fee forms part of your Administration fees and costs and is calculated against your entire account balance. The trustee fee also forms part of the Investment fees and costs calculated on investment options other than amounts invested in Choiceplus.



## 10. Fees and costs for the Choiceplus investment option

The fees and costs set out below are current at the date of this publication but may vary from time to time in the future. For more information about Choiceplus download the Choiceplus Guide.

### Portfolio administration fee.

In addition to the fees and costs, as disclosed in our various product disclosure statements and guides, the Choiceplus investment option includes an additional portfolio administration fee of \$168.00 a year (approximately \$14.00 a month). The portfolio administration fee will be accrued daily and deducted directly from your Choiceplus transaction account at the end of each month.

A portfolio administration fee will be payable for each Choiceplus account held by you. There are no portfolio administration fees included with the free access level to Choiceplus however members with free access are restricted from transacting on the Choiceplus platform.

### Transaction account fees and costs.

Your transaction account within Choiceplus is subject to a fee of 0.10% of your transaction account balance. This fee is not separately deducted from your account balance. It is deducted daily from gross interest earnings before net interest returns are applied to your transaction account.

### Brokerage fees for shares and ETFs and LICs.

Whenever you buy and sell shares, ETFs and/or LICs there is a brokerage fee that will be applied.

Brokerage fee per trade	
Transaction value	Brokerage fee
\$0.00 to \$13,000.00	\$13.00
\$13,000.01 to \$250,000.00	0.10% of trade value

The brokerage fee payable depends on the transaction amount and where it falls within the above ranges (only one range is applicable per trade). For example, a \$9,000 trade would incur a brokerage fee of \$13.00. If you placed a \$45,000 trade, your total brokerage would be calculated as:

$$\mathbf{\$45,000 \times 0.10\% = \$45.00.}$$

For all limit and market orders which are not fully executed on the same trading day, normal brokerage will be charged for the total portion executed per day.

## Management fees for ETFs and LICs

The price quoted on the ASX for each ETF or LIC reflects all fees and expenses incurred in the management of that ETF or LIC. Management fees, custody costs and other expenses are included in the ETF & LIC fees and deducted from the returns of the underlying securities in the ETF or LIC. These fees may cause the total return of the ETF or LIC to be different to the return of the underlying index which the ETF or LIC aims to track.

**i** The fees and costs charged if you invest via the Choiceplus platform relate to Choiceplus and access to Choiceplus investments only, and do not include the fees and costs that relate to investing in those investments. Additional fees and costs will be charged by the issuers of the Choiceplus investments that you decide to invest in.

## 11. Superannuation tax

See Section 7 for information on tax. Please note; all fees and costs are inclusive of GST (unless otherwise stated) less any input tax credits and stamp duty (if applicable). The fund passes on any tax deduction on investment costs in the form of higher returns to beneficiaries. For more information on tax and your Choiceplus investment options please refer to the Choiceplus Guide available at [hostplus.com.au](http://hostplus.com.au)

## 12. Fee changes

We are required to let you know 30 days before an increase in fees takes effect where required by law.

In addition, we may introduce or change the amount of fees or costs at our discretion and without members' consent, including where increased charges are incurred due to government changes to legislation; increased costs; significant changes to economic conditions and/or the imposition or increase of processing charges by third parties.

# Taxation

## Changes to fees and charges

Hostplus may change fees and costs at any time. You will receive at least 30 days' notice before any increase to fees deducted directly from your account.

Here is a brief summary of how pension and lump sum benefits are taxed. The tax information set out in this guide based on tax law current as at the date of this guide. It is general information only and you should seek independent professional taxation advice for detailed tax advice specific to your circumstances.

## Tax File Numbers

We are authorised to collect your Tax File Number (TFN) under the Superannuation Industry (Supervision) Act 1993.

If you are aged under 60, you will need to complete the TFN Declaration form at the back of this guide. If you are over age 60, you don't have to provide your TFN. However, if you don't provide your TFN, the taxable component of your pension account may be subject to tax at the highest marginal tax rate plus Medicare levy (if applicable).

What's more, if you don't provide your TFN, the trustee, the trustee of another super fund, or RSA provider holding super benefits for you now or in the future may not be able to locate or consolidate those benefits for you, or may not be able to identify your benefits in order to pay them.

The consequences of not providing your TFN may change in the future as a result of legislative change.

If you provide your TFN, we may pass it on to another pension fund that receives transferred benefits in the future – unless you tell us not to do so. Your TFN may also be given to the ATO. We will only use your TFN for lawful purposes, including for the purposes of administering your account, identifying or finding your benefits where other information is insufficient, calculating tax on payments, and providing information to the ATO.

## Rollovers into your pension account

You don't pay tax on any funds you roll over from another super fund to begin a pension account, except where your rollover comes from an 'untaxed' fund. Untaxed funds are uncommon and generally are older funds for government employees. If your lump sum comes from an untaxed fund, the trustee is obliged to deduct 15% tax from this untaxed rollover amount when you establish your Hostplus Pension account.

## Net investment returns and tax

When your account is in the tax-free environment there is no tax payable on the gross investment returns.

Gross investment returns in a TTR account that are in the taxed environment are taxed at 15%. To determine if your TTR account is in the taxed or untaxed environment refer to the **When is a TTR account in the taxed or tax-free environment?** section.

## Taxable components of your benefit

If you have reached age 60 when you receive income from your pension account or make a lump sum withdrawal, you don't pay any tax.

If you are under age 60, your benefit will be taxed as per the table below. Lump sum payments from your Hostplus Pension account are composed of taxable and tax-free components. The taxable component is subject to tax as follows.

Tax treatment of taxable components*		
Age	Lump sum benefits	Pension payments
Under age 60	Taxable at 20% (plus Medicare levy)	Taxable at marginal rate (plus Medicare levy) 15% tax offset may apply in limited cases such as a disability super benefit or a death benefit income stream.
Aged 60 and over	Tax free	Tax free

\* The tax treatment of lump sum benefits and pension payments differed prior to 1 July 2024. Please visit the ATO website to learn more.

## Tax-free components of your Hostplus Pension

The tax-free portion of your pension payment incurs no income tax and is calculated by dividing your tax-free component by the beginning balance of your Hostplus account. The tax-free amount is calculated when you first rollover into a Hostplus Pension account.

Your tax-free component is the sum of your:

- non-concessional contributions (personal contributions, spouse contributions and co-contributions)
- pre-July 1983 benefits calculated at 30 June 2007
- any capital gains tax (CGT) exempt component
- post 1 June 1994 invalidity component.

This results in a percentage which will then be applied to all your future income payments and lump sum commutations/payments to determine the portion of that payment which is exempt from tax. Once you reach age 60, all payments are tax-free.

## Tax offsets

If you are under 60, you may be eligible to receive a 15% tax offset on the **taxable component** of your pension payments if you are:

- in receipt of a pension due to disability; or
- in receipt of a death benefit income stream (i.e. a pension due to the death of another person).

If you are under 60 and in receipt of a death benefit income stream, and the deceased member was aged 60 or over, the taxable component of your reversionary pension will be tax-free.

If you are under age 60 and wish to reduce the tax paid on your income payment by the tax offset and tax-free threshold, please indicate your preferences on the Australian Taxation Office TFN Declaration form included in this guide.

### For example

David aged 58 has chosen to receive an income of \$7,000 from his Hostplus Pension account this year. His tax-free portion is 10%. David will only declare \$6,300 (\$7,000 less 10%) of this income for tax purposes.

He also received a tax offset of \$945 (15% of \$6,300) which will reduce the tax that he may pay.

This example is provided for illustrative purposes only.

Working out your tax offset	
Insert your chosen annual income payment \$	\$
Less your tax-free portion	\$
<b>Equals:</b>	\$
<b>Multiply by 15% (0.15) equals your tax offset</b>	\$

## Restrictions on commutations

If you request a full commutation we must pay you the minimum (pro-rata) pension payment prior to receiving your remaining account balance as a lump sum payment.

If you request a partial commutation, the above requirement does not apply provided you leave a sufficient amount to meet the remainder of that year's minimum retirement income payments.

Members investing in Choiceplus will need to maintain an income payment reserve in their non Choiceplus investments, allowing Hostplus to pay you at least the minimum annual pension required by legislation.

TTR pensions generally cannot be commuted except in limited circumstances.

## Preservation

The Federal Government has placed restrictions on when you can access your super. Generally, your super benefits are preserved in a super or rollover fund until you:

- reach age 60 and commence a transition to retirement pension or retire from the workforce
- you have changed employers since turning age 60
- reach age 65 (even if you haven't retired)
- have been deemed totally and permanently disabled (subject to trustee approval)
- meet another condition of release (visit the [ATO](#) website for more information).

## Deeming rules and account-based pensions

Deeming rules apply to your income streams. Deeming is the income included when calculating your eligibility for the Age Pension. Deemed income is where the Government assumes you earn a rate of return even if that rate isn't what you actually earn on your investment – meaning all financial assets are assessed under the same rules.

Hostplus Pension members who started an income stream before 1 January 2015 and who are receiving an eligible income support payment will continue to be assessed under existing rules, unless they have moved their balance to a new account-based pension or their income support payment ceased from 1 January 2015.

We recommend you discuss your circumstances with your licenced financial adviser or Centrelink before deciding to invest in Hostplus Pension to determine how the deeming rules apply to your personal circumstances.

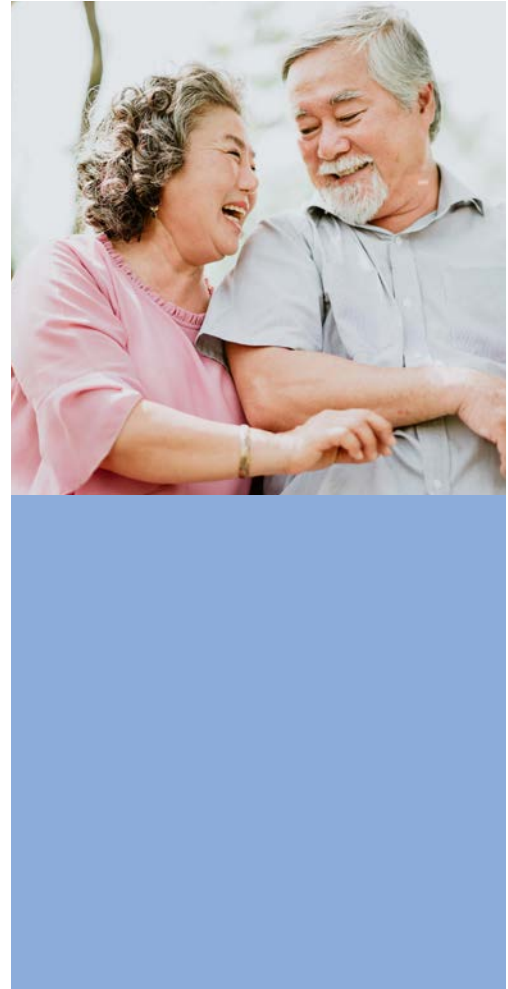
## Death benefits and taxation

Death benefits are paid as a pension or a lump sum to your dependants in most circumstances. Dependants for tax purposes include:

- current or former spouse (or de facto spouse)
- a child under 18 years of age
- a financially dependent child who is under 25
- a child who is disabled irrespective of their age
- an interdependant (see [page 12](#)).

The tax rates quoted in the table assume that the death benefits recipient's Tax File Number has been provided.

We strongly recommend that you consult a licensed financial and taxation adviser about how these laws may apply to your specific circumstances.



# Important information

## Your privacy

Protecting your privacy is important to Hostplus. Under the Privacy Act, we are required to handle your personal information in accordance with a set of principles known as the Australian Privacy Principles (APPs).

We collect your information to enable us to identify you, set up your superannuation account, to keep it running smoothly and respond to any queries or request you may have regarding your account. The kind of information we collect from you includes your name, date of birth, address, tax file number and phone numbers via membership application forms, over the phone via our contact centre, through our online portals when you update your details and from financial planners authorised by Industry Fund Services. (IFS) ABN 54 007 016 195, AFSL 232514 and Link Advice Pty Limited ABN 36 105 811 836, AFSL 258145.

At times we may need to disclose relevant personal information to external organisations that help us provide product and services to you. This includes our fund administrator, insurer, mail houses, other superannuation funds and regulatory bodies to the extent required by law. We and our fund administrator may also need to disclose your personal information to overseas recipients.

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**i** You should read our privacy policy for more detailed information. Our privacy policy also provides information about how you can access and correct your information, as well as how you can make a complaint about a breach of the APPs or the Privacy Act.

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For more information on privacy or to obtain a copy of the Hostplus privacy policy, visit [hostplus.com.au/privacy](https://hostplus.com.au/privacy) or call **1300 348 546**. You can also email us at [privacy@hostplus.com.au](mailto:privacy@hostplus.com.au) or write to us at Locked Bag 5046, Parramatta NSW 2124.

If our Privacy Officer is unable to resolve your complaint, you may lodge a complaint with the Privacy Commissioner. You can contact the Office of the Australian Information Commissioner (OAIC) on **1300 363 992** or by visiting [oaic.gov.au](https://oaic.gov.au)

## Enquiries and complaints

If you have an enquiry or complaint, just call **1300 348 546**. We'll do everything in our power to attend to your matter promptly and courteously. If you are not happy with the way your matter is handled, we want to know. Please write to us at:

Hostplus  
Resolutions Officer  
Locked Bag 5046  
Parramatta NSW 2124

or email to [resolutions@hostplus.com.au](mailto:resolutions@hostplus.com.au)

The trustee will acknowledge complaints within 24 hours (or 1 business day) of receiving it, or as soon as practicable and a resolution will be provided to complainants within 45 days for superannuation matters and 90 days for complaints relating to the distribution of a superannuation death benefit, or reasons will be provided for the delay of a resolution for either type of complaint within each respective time frame.

If you are not satisfied with either the way Hostplus handles your complaint or its resolution, you may contact the Australian Financial Complaints Authority (AFCA). AFCA provides free, fair and independent financial services complaint resolution to Hostplus members and their beneficiaries. Although you are able to refer the matter to AFCA at any time, they will not usually deal with your complaint until it has been through Hostplus' complaints handling process. You can contact AFCA via:

Website: [afca.org.au](https://afca.org.au)  
Email: [info@afca.org.au](mailto:info@afca.org.au)  
Telephone: **1800 931 678**

In writing to:

Australian Financial Complaints Authority  
GPO Box 3  
Melbourne VIC 3001.

## Cooling off period

After making your initial investment into Hostplus Pension, you have 14 days to reconsider your investment. The 14-day cooling off period starts on the date of issue of your welcome letter.

Within this period, you may withdraw your investment or transfer to another institution without being subject to fees imposed by Hostplus Pension. To withdraw or transfer your investment, simply send a letter to Hostplus Pension within the 14-day period.

If you choose to withdraw during the cooling off period the amount you receive may be less than the amount of your original investment. It will reflect any movement in the value of the option/s you have selected, transaction costs, amounts already paid to you, and any tax payable on that amount. If contributions already made were taxable, then this tax may already have been paid, and you may be able to claim it back from the ATO.

If any of the investments you made to Hostplus Pension were transferred from another complying superannuation fund, approved deposit fund or RSA, and were either preserved or restricted non-preserved benefits from the other fund (which means that under Federal Government regulations, they could not be paid out to you but had to be preserved in that fund until some future time), then those amounts can only be repaid to you or your beneficiary if you have satisfied a condition of release (see [page 7](#)).

If you have not satisfied a condition of release amounts will be transferred to another complying superannuation fund, non-commutable pension product or approved deposit fund of your choice.

## Your rights and obligations

Your rights as an investor will be governed by the trust deed and by certain provisions of the law. The Hostplus trust deed and the law set out the conditions under which Hostplus Pension operate and the rights, responsibilities and duties of the trustee.

## Family law and pensions

The Family Law Act 1975 allows couples to divide their pension interests in the event of the breakdown of their relationship. The interests may be divided by formal agreement or by a Family Court order. Interests can be divided in the payment phase (when the member is in receipt of income payments) as a percentage of the regular income payments.

In the event that a member's pension interests are split, a new Hostplus Pension account can be created by the non-member spouse or their interest may be transferred, rolled over to another regulated superannuation fund or paid in cash, subject to eligibility.

Family law payment splits may affect your transfer balance cap. If your pension account is subject to a payment split, your personal transfer balance cap space will increase by the amount withdrawn.

We recommend that you seek professional advice from your legal adviser or the Family Court as to the consequences of separation and divorce on your pension interests.

## The trustee

Host-Plus Pty Limited is responsible for the administration and management of the fund. The trust deed and the law contain the main obligations of the trustee.

## Trust deed

The Hostplus trust deed deals in part with the trustee's powers, responsibilities and obligations as the trustee for Hostplus Pension. It contains certain minimum provisions. The trustee can change the trust deed but if we believe the change will adversely affect your rights as a member, we will not make changes without at least 30 days notice to you.

You can view the Trust Deed at [hostplus.com.au/super/about-us/governance-and-disclosures](https://hostplus.com.au/super/about-us/governance-and-disclosures)

## Custodian

An independent custodian, appointed by the trustee, holds Hostplus assets. As at the date of this guide the custodian is Citigroup Pty Limited.

## Glossary of terms used

For a glossary of investment terms see [page 55](#).

### Australian Financial Services Licence (AFSL)

A licence issued by the Australian Securities and Investments Commission (ASIC) under the Corporations Act that permits the issuing of a financial product or giving of financial advice.

### Beneficiary

A person for whose benefit assets are being held. Beneficiaries of a pension are the members and their dependants.

### Commutation

The process of converting part or all of a pension product into a lump sum benefit.

### Complying superannuation fund

A superannuation fund that qualifies for concessional tax rates. Under legislation, only a regulated superannuation fund that meets the operational standards set down by the government can be a complying fund. If a fund is not a regulated superannuation fund and/or is non-complying, it is ineligible for the taxation concessions.

### Consumer Price Index (CPI)

A measure of the quarterly changes in the prices of a 'basket' of goods and services which account for a high proportion of representative expenditure of metropolitan wage and salary earners. To calculate the CPI, the Australian Bureau of Statistics collects approximately 100,000 prices of a fixed list of goods, four times a year. The CPI is the most common method of measuring the rate of inflation.

### Income Payment Reserve (IPR)

The income payment reserve (IPR) is the amount you must retain in non Choiceplus investments, allowing Hostplus to pay you at least the minimum annual pension required by legislation. The IPR is reset each year at 1.5 times the new minimum pension amount calculated for your Hostplus Pension. For information about the minimum limits on your pension payments see [page 10](#).

### Licensed financial adviser

Refers to a financial services licensee or an authorised representative of a financial services licensee as defined in the Corporations Act 2001. A licensed financial adviser will work with you to establish your goals and develop a plan to help you achieve them.

A financial adviser must hold an AFSL or be an authorised representative of an entity that holds such a licence in order to provide financial services including financial products advice.

### Rollover

Transfer of a lump sum to a rollover fund or to another pension fund.

### Switching

Transferring an account balance or portion thereof between investment options available within a fund.

### Tax File Number (TFN)

A unique number issued to each taxpayer by the Australian Tax Office. The TFN enables the tax office to match information it receives about income earned by taxpayers, with details disclosed in their tax returns. Trustees for superannuation funds are required to seek, store and pass on TFNs of beneficiaries who have authorised the use of the TFN for superannuation and tax purposes. Trustees must request, quote and transfer TFNs in accordance with statutory guidelines.

### Transfer Balance Cap

The total amount of superannuation that can be transferred into the retirement phase.

### Trustee

A person or company (corporate trustee) appointed under the terms of the trust deed to hold the trust property for the beneficiaries and to make sure that the plan is operated in accordance with the trust deed. Superannuation trustees must also comply with a number of legislated requirements as set out in the Corporations Act and Regulations and the Superannuation Industry Supervision (SIS) Act and Regulations.

## Helpful contact details.

### Taxation and superannuation

Australian Taxation Office  
Phone 13 10 20  
Web [www.ato.gov.au](http://www.ato.gov.au)

### Retirement Services

Centrelink  
Phone 132 300  
Web [www.centrelink.gov.au](http://www.centrelink.gov.au)

### Retirement Services

Department of Veterans Affairs  
Phone 133 254  
Web [www.centrelink.gov.au](http://www.centrelink.gov.au)

### Hostplus Pension

Hostplus Pension  
Phone **1300 348 546**  
Mail Locked Bag 5046, Parramatta NSW 2124  
Web [hostplus.com.au/retirement](http://hostplus.com.au/retirement)

### Privacy Act

Office of the Australian Information  
Commissioner (OAIC)  
Phone **1300 363 992**  
Web [www.oaic.gov.au](http://www.oaic.gov.au)

If you have a question  
or need assistance call  
**1300 348 546**, 8am – 8pm  
AEST/AEDT, Monday to  
Friday and we'll be happy  
to help.





# Starting a Hostplus Pension account

Now that you've read our Pension guide, all you need to do is apply online at [pensions.hostplus.com.au](https://pensions.hostplus.com.au) or complete and return the enclosed membership form. To help, there's a handy checklist you should complete.

If you have a question or need assistance call **1300 348 546** 8am-8pm AEST/AEDT, Monday to Friday and we'll be happy to help.

## Communicating with you

On joining, you will receive a welcome kit including:

- a welcome letter – this may be issued electronically
- certificate of membership
- Centrelink schedule (this is also available online at [hostplus.com.au/retirement](https://hostplus.com.au/retirement)).

Each year you will receive:

- An annual statement for the period 1 July to 30 June showing all transaction fees, switches and beneficiary details. You can view your annual Statements on Pension online. We will let you know via your nominated contact details when your statement is available and how you can access it. If you would prefer us to mail your full statement to you, you may opt out any time by calling us on **1300 348 546**, or updating your communication preferences on Pension Online.

If you opt out within seven days of the date of this notification, any disclosures already delivered digitally will be sent to your nominated contact details.\*

- access to an annual report which is available online at [hostplus.com.au](https://hostplus.com.au) between September and December each year
- by 15 July, if you are under age 60, PAYG payment summary in relation to pension income paid and tax deducted during each year
- early in the financial year you will receive new details of your minimum/maximum amounts and variation form (if applicable).

In the event of significant change to products and services relating to your account Hostplus will notify you electronically of the details relating to the changes, unless you have previously opted out or we do not hold electronic contact information.

Throughout the year your investment transactions will be made available to you via Pension Online.

In addition, you can request details of your Hostplus Pension account at any time by contacting our customer service centre on **1300 348 546**.

\* We can send notification and disclosures to you at a different electronic or postal address. Please update your contact details by calling us or logging into Pension Online.

## Providing proof of your identity

When submitting forms to Hostplus Pension, you must provide the relevant documentation so we can prove you are the person entitled to establish the pension account and to whom the superannuation benefit belongs. By law you are required to provide certified copies of identity documents in certain circumstances. (eg. When applying to establish a pension account).

Note that Hostplus has to satisfy itself as the Trustee of your Pension fund as to the identity of its pensioners prior to being able to establish the account in your name. To facilitate this, Hostplus may use your certified ID on its own or in conjunction with an electronic identity verification service such as greenID.

Please submit documents from the list below:

### Primary Document

A certified copy of any one of the following:

- Current drivers licence or learners permit issued by a State or Territory of Australia with your photograph (both sides)
- Passport issued by the Commonwealth of Australia that has not exceeded 2 years of the expiry date. (Information and photo page)
- Current Foreign passport containing a photograph and the signature of the person (documentation not written in English must be accompanied by an English translation prepared by an accredited translator (National Accreditation Authority for Translators and Interpreters (NAATI))
- Card issued under a State or Territory containing a photograph of the person AND Date of Birth of the person, eg. proof of age card or key pass, boat licence

**OR**

**Secondary Documents**

Certified copies of any one of the documents from List 1 and a certified copy of one of the documents from List 2 :

**List 1**

- Birth certificate or birth extract issued by a State or Territory of Australia
- Citizenship certificate issued by Commonwealth of Australia
- Medicare Card
- One of the following Centrelink Pension Cards:
  - Health Care Card
  - Commonwealth Seniors Health Card
  - Pensioner Concession Card
  - Indigenous community card with your photograph issued by Australian government or local indigenous community organisation.

**List 2**

- A letter from Centrelink regarding your government assistance payment (less than 3 months old) containing your full name and residential address
- Utility bill (less than 3 months old) containing your full name and residential address
- Rates notice from local council (less than 12 months old) containing your full name and residential address
- Notice of assessment from the Australian Taxation Office (less than 12 months old) containing your full name and residential address.
- For members under the age of 18:
  - A written notice issued by a school principal containing your full name and residential address that records the period of time the individual attended the school (issued within the last 3 months).

**Change of Name**

Your name must be the same as shown on your proof of identity. If you have changed your name you will need to provide a certified copy of one of the following 'linking documents' from the Registry of Births, Deaths & Marriages in addition to the certified ID requirements as above:

- Marriage Certificate
- Divorce Certificate
- Deed poll of change of name certificate.

**Signing on behalf of another member**

If you are signing on behalf of a hostplus member, you need to provide a certified copy of one of the following in addition to the certified ID requirements as above:

- Power of Attorney
- Guardianship papers.

**Important Information for Indigenous Australians**

If you are a member with Indigenous Australians and/or Torres Strait Islander heritage and unable to meet the above mentioned supporting document requirements, please refer to [hostplus.com.au/super/about-us/rap](https://hostplus.com.au/super/about-us/rap) for alternative identification requirements.

**The simple way to certify proof of identity**

You are required to provide certified copies of proof of identity documents in certain circumstances. (for example: when withdrawing your benefit). To help you provide the right documentation, we've provided a step-by-step guide on how to certify your proof of identity documents. If you have changed your name or you are signing on behalf of someone else you must follow this same process.

Please refer to the [Identification Requirements](#) document.

**What is a certified copy?**

A certified copy is a copy of an original document, which has been certified and signed by a person who is authorised to certify that it is a true and correct copy of the original.

## How do I obtain a certified copy of a document?

You will need to take your original document(s) and a clear and legible photocopy of both sides of the original document to a person who is authorised to certify proof of identity documents.

## Find someone to certify your documents

Only certain people are authorised to certify identification documents. For a complete list of people permitted to certify documents go to [hostplus.com.au/id](https://hostplus.com.au/id). A few common examples are:

- Police officer
- Agent of the Australian Postal Corporation who is in charge of, or a permanent employee with two or more years of continuous service with, an office supplying postal services to the public
- Pharmacist
- Legal practitioner
- Medical practitioner
- Justice of the Peace
- Financial adviser or planner.

## Member residing overseas

For members residing overseas, the **only** persons who are authorised to certify identification documents are:

- An Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- An employee of the Commonwealth or the Australian Trade Commission who is authorised and exercises his or her function in that place
- A person authorised as a notary public in a foreign country.

# Membership form checklist.

## You can also join Hostplus Pension online at [hostplus.com.au](https://hostplus.com.au)


Before you return your completed Membership application form, use the checklist below to ensure your application is processed promptly and we can get your super working for you without a hitch.

- Are you aware that under the transfer balance cap rules you can only commence a pension account with a maximum balance of \$1.9 million which includes any other retirement phase accounts you may have?
- Have you provided all your contact details? (Step 1, membership form)
- Have you supplied certified documents where requested?
- If you're under age 60, have you completed a TFN Declaration?
- Have you completed a transfer authority for each listed rolling over fund? (Step 2, membership form)
- Have you completed payment details? (Step 5, membership form)
- Have you provided a bank statement and completed your bank account details? (Step 6, membership form)
- Have you consulted a financial adviser before choosing the reversionary beneficiary option? (Step 7, membership form)
- Have you read, understood and signed the Declaration in Step 10, membership form?
- Have you read and understood the Pension Product Disclosure Statement (PDS) prior to completing and submitting the application form?

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 There is a cooling off period for 14 days from the date of issue of your welcome letter.

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 You will not be able to add more money to your Hostplus Pension or Transition to Retirement (TTR) account once it has started.

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Office use only

# Hostplus Pension membership form.

1 July 2024

You can also join Hostplus Pension online at [hostplus.com.au](http://hostplus.com.au)

Complete this application if you are joining Hostplus Pension. This form must be completed in full. Please use BLOCK letters and dark ink. Please attach certified proof of identity documents. Please refer to page 73 of the PDS for details and the fact sheet on "The simple way to certify proof of identity" document in the pack.

(This application is related to the Pension Guide Product Disclosure Statement dated 1 July 2024)

## 1 Provide your personal details. \*Mandatory fields

Title\*  Mr  Mrs  Ms  Miss  Dr       Other Gender\*  Male  Female

Given names\*

Surname\*

Date of birth\*

Residential address\*

Suburb  State  P/C

Postal address (if different from your residential address)\*

Suburb  State  P/C

Home phone

Business phone

Mobile phone\*

Preferred method of contact\*  Mail  Email  Phone

Email address\*

Tax File Number\*  For members under 60 years, please complete the enclosed TFN Declaration form.

\*As a member of Hostplus Pension, you may receive information on new products, special offers and promotions from Hostplus, Hostplus industry partners and associations from time to time. Please tick the box if you do not consent to receive such information.

**Are you applying as a Transition to Retirement (TTR) member?\***  Yes  No  
 Only mark the yes box if you are choosing TTR. Please ensure you have read and understood the information provided in this PDS before selecting this option. This option is only available to members who are under 65 years and working.

**Are you intending to claim a tax deduction for the current financial year for any super contributions?\***  Yes  No  
 If yes, you must lodge your section 290-170 notice of intent to claim form with your respective funds prior to commencing your Hostplus Pension account. Not submitting a valid notice (in the approved form) may impact on the deductibility of contributions and the amount of contributions that count toward your contribution limits. This can have significant tax consequences. We recommend you speak with a licensed tax (financial) adviser in relation to your eligibility to claim.

### A. Hostplus Super to Hostplus Pension\*

Are you rolling over from Hostplus Super to the Hostplus Pension?\*

- No – please proceed to section B
- Yes – please complete the section below

Your Hostplus Super Membership Number\*

Would you like Hostplus to link your active Super and Pension accounts online so you can view them on Member online at the same time?\*

- Yes
- No

**I authorise the transfer of\*:**

- the total fund value of my benefit **or**
- the partial amount of \$ ,   ,     of my benefit to Hostplus Pension ( must retain minimum \$6,000 in my Hostplus super account) **or**
- the total fund value of my benefit, but retain \$6,000 in my Hostplus super account.

**Are you a Choiceplus Member?\***

- No - please proceed to section B
- Yes - please complete the section below

By ticking this checkbox I authorise the full transfer of my Choiceplus Cash Transaction Account, shares, ETFs and LICs into my Pension account. I have read and understood the information provided in this PDS and Choiceplus guide before selecting this option.

### B. Other Super fund to Hostplus Pension

Please write the name of the institution and the approximate amount expected.

1 Fund name\*

Membership number\*

Unique Superannuation Identifier (USI)\*

Full or partial rollover\*  Full rollover  Partial rollover - please provide amount

Amount\* \$ ,   ,

2 Fund name\*

Membership number\*

Unique Superannuation Identifier (USI)\*

Full or partial rollover\*  Full rollover  Partial rollover - please provide amount

Amount\* \$ ,   ,

3 Fund name\*

Membership number\*

Unique Superannuation Identifier (USI)\*

Full or partial rollover\*  Full rollover  Partial rollover - please provide amount

Amount\* \$ ,   ,

4 Fund name\*

Membership number\*

Unique Superannuation Identifier (USI)\*

Full or partial rollover\*  Full rollover  Partial rollover - please provide amount

Amount\* \$ ,   ,

\* Your money will be invested in the default Cash option unless specified by you. If you wish to select how you would like your funds invested, please provide us the instruction by completing the table below. You must have at least 1% in any selected option. If you do not make an investment choice or your choice is invalid (eg. does not add up to 100%) your money will be invested in the default Cash option.

Specify in the table below the percentage to be invested in each option.

Investment options	Percentage of total %
<b>Pre-mixed investment options</b>	
<b>Core options</b>	
High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Shares Plus	<input type="text"/> <input type="text"/> <input type="text"/> %
Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %
Conservative Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %
Capital Stable	<input type="text"/> <input type="text"/> <input type="text"/> %
Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>Indexed options</b>	
Indexed High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Indexed Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %
Indexed Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>Socially Responsible Investment (SRI) options</b>	
Socially Responsible Investment (SRI) – High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %
Socially Responsible Investment (SRI) – Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %
Socially Responsible Investment (SRI) – Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>CPIplus</b> (not available to TTR members)	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>Single sector investment options</b>	
Australian Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
Australian Shares – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %
International Shares	<input type="text"/> <input type="text"/> <input type="text"/> %
International Shares – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %
International Shares (Hedged) – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %
International Shares – Emerging Markets	<input type="text"/> <input type="text"/> <input type="text"/> %
Diversified Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %
Diversified Fixed Interest – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %
<b>Total</b>	<b>1 0 0</b> %

**Future investment switches**

After this initial investment choice, please make your switches through your online account at [hostplus.com.au/retirement](http://hostplus.com.au/retirement) or by calling us on 1300 348 546, 8am - 4pm (NSW time) Monday to Friday.

You can only invest in Choiceplus once your pension account has been established or if you are already invested in a Choiceplus option and nominate to transfer your investments under section 2 of this application. For more information about Choiceplus visit [hostplus.com.au/choiceplus](http://hostplus.com.au/choiceplus) and download the Choiceplus guide. **Please note: The Choiceplus investment option is not available to TTR members.**

**Amount\***

Please tick either options A, B or C indicating the amount you would like to receive:

**A.**  
 The standard minimum amount allowed under government legislation.

**B.**  
 Maximum amount (this option is only for members who are between age 60 and 64, working and choosing the Transition to Retirement account).

**C.**  
 specify an amount (before tax) of \$ , ,  from the commencement date of my Hostplus Pension to 30 June,  
 OR \$ , ,  per payment

**If you have selected a specific dollar amount:**

Would you like to index this amount in line with CPI each year?  Yes  No

or  
 Would you like to increase this amount by a nominated percentage each year (subject to minimum and maximum amounts)?  Yes  No

If yes, please indicate % amount. If no instruction is received, the default will be 'No' (whole numbers up to 5% pa).  %

**Frequency of income payments\***

Fortnightly  Monthly  Quarterly  Half-yearly  Yearly

For monthly, quarterly, half-yearly, and yearly, please choose the starting date

15th of month OR  End of month

Unavailable for yearly payments in July.

For quarterly, half-yearly or yearly payments, please fill in the starting month you wish to receive payment

Your payment cannot be made until all funds are allocated to your account. Your payment nominations will remain in place, until you advise us in writing to change them. If you do not nominate the frequency of your pension payments, your pension will be paid annually in June, unless you advise us in writing to the contrary. **Please note:** If you invest between 1 June and 30 June, you may choose not to receive a payment until the next financial year.



## 5 Payment details.

Please indicate how you would like to draw down your pension payments. If you do not make any nomination below, payments will be drawn down Pro-rata ie. in proportion to your current investment allocation.

**Either**

Proportional: Specify below the proportion to be withdrawn from each investment option.

**Or**

Priority order: Elect to have the pension payments withdrawn from each investment option in the order you specify below.

**Or**

Pro-rata

Investment options	Proportional eg. 25%	Priority order eg. 1, 2, 3
--------------------	----------------------	----------------------------

### Pre-mixed investment options

#### Core

Core	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Shares Plus	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Conservative Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Capital Stable	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>

#### Indexed

Indexed High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Indexed Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Indexed Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>

#### Socially Responsible Investment (SRI)

Socially Responsible Investment (SRI) – High Growth	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Socially Responsible Investment (SRI) – Balanced	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Socially Responsible Investment (SRI) – Defensive	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
<b>CPIplus</b> (not available to TTR members)	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>

### Single sector investment options

Australian Shares	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Australian Shares – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
International Shares	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
International Shares – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
International Shares (Hedged) – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
International Shares – Emerging Markets	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Diversified Fixed Interest	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Diversified Fixed Interest – Indexed	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
Cash	<input type="text"/> <input type="text"/> <input type="text"/> %	<input type="text"/> <input type="text"/>
<b>Total</b>	<b>1 0 0</b> %	

#### Future payment choices:

After this initial selection, please make your payment choices through your online account at [hostplus.com.au/retirement](http://hostplus.com.au/retirement) or by calling us on **1300 348 546**, 8am - 8pm AEST/AEDT Monday to Friday. Payments cannot be made directly from the Choiceplus investment option. **Please note: The Choiceplus investment option is not available to TTR members.**

## 6 Bank account details.

\*Mandatory fields

Name of bank, building society or credit union\*

Branch address\*

Suburb

State

P/C

Country

Name account is held in\*

BSB number\*

Account number\*

## 7 Beneficiary options.

In the event of your death there are several ways you can nominate to whom your remaining benefit is paid. Note: You can only select one type of beneficiary nomination. These are listed below.

**i** If you do not nominate a beneficiary, the balance of your account will be paid to your estate, your dependants, or a combination, as determined by the trustee. For more information please see pages 12-14.

Select **one** of the following options:

**Non-binding beneficiary**

This is the person to whom you request your account to be paid upon your death. The trustee holds the ultimate responsibility as to who receives any benefit upon your death, however they will take your nominated beneficiary into account when making any decision. Please note a lump sum payment or the option to continue the pension is available under this option.

Please nominate who you would prefer your benefits to be paid to in the case of your death. You can nominate more than four beneficiaries by attaching extra names to this form.

It is your responsibility to inform your beneficiaries that you have provided Hostplus with their personal information. You should refer them to the Hostplus Privacy Policy available at [hostplus.com.au/privacy](http://hostplus.com.au/privacy)

Given names	Middle initial/s	Surname	Nature of dependency eg. spouse, child, etc.	Share %
				100%

**Binding death nominations**

If your binding nomination is valid, the trustee is required to pay your benefit to the dependent/s you nominate.

Please note a lump sum payment or the option to continue the pension is available under this option.

To make a binding nomination, complete the binding nomination form in this PDS and send it to: Hostplus Pension, Locked Bag 5046, Parramatta NSW 2124. Binding Nominations expire after three years of the date the Binding Nomination Form was signed, at which time you are required to complete a new Binding Nomination form. If a new Binding Nomination form is not received the distribution of your benefit will revert to a non binding nomination as detailed above. You can change your Binding Nomination at any time by completing a new Binding Nomination form.

**Reversionary pension beneficiary**

This is the person to whom you request your pension will continue to be paid in the event of your death. You can only nominate one reversionary beneficiary. This nomination is permanent and cannot be changed. We recommend you seek financial advice if you wish to make a reversionary nomination.

Given names

Surname

Relationship to you eg. spouse, child, etc.

Their date of birth

Their gender

 Female  Male

**8 How did you hear about Hostplus Pension?**

\*Mandatory section

Please tick appropriate box.

<input type="checkbox"/> Financial adviser	<input type="checkbox"/> Industry super fund employee	<input type="checkbox"/> Fund communication (eg. newsletter)
<input type="checkbox"/> Advertising (trade journals, newspaper)	<input type="checkbox"/> IFFP retirement planning seminar	<input type="checkbox"/> Friends/family/work mates
<input type="checkbox"/> Other (please specify)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

**9 Financial adviser authority (if applicable).**

\*Mandatory section

The purpose of this authority is to enable your financial adviser to obtain relevant information and/or monitor all your Hostplus account(s) on your behalf.

This authority will expire three years from the date of issuance unless revoked by you or your adviser prior to the expiry date.

**Financial adviser's details\***

Adviser's name

Adviser's company name\*

Fax\*

Email address

Address\*

Suburb	<input type="text"/>	State	<input type="text"/>	P/C	<input type="text"/>
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Country	<input type="text"/>
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Business phone\*

Mobile phone\*

Australian Financial Services Number (AFSL)\*

Australian Business Number (ABN)\*

Additional contact person

Before you sign this application form the trustee or licensed financial adviser is obliged to provide you with a Product Disclosure Statement (PDS) which is a summary of important information relating to the plan. The PDS will help you to understand the product and decide whether it is appropriate to your needs.

**Your Privacy**

Hostplus is authorised under the Superannuation Industry (Supervision) Act 1993 and the Anti-Money Laundering and Counter Terrorism Financing Act 2006 to collect personal information from you so we may set up a pension account for you as well as administer your pension account on an ongoing basis. The personal information we are seeking to collect from you is your name, address, date of birth, Tax File Number (TFN), contact details, bank account details, and your nominated beneficiaries.

We need to collect the requested personal information from you for the following purposes:

- to establish and manage your pension account
- to implement your investment choices
- to transfer monies or pay benefits to you
- to report the investment performance of your account to you
- to keep you up to date about other products and services available to you as a member of Hostplus (which may include direct marketing communications).

The Hostplus privacy policy is available on the Hostplus website at [hostplus.com.au/privacy](http://hostplus.com.au/privacy) and includes information about overseas disclosure of personal information, how you may access and seek correction of your personal information as well as how you can make a complaint about a breach of your privacy.

Hostplus usually discloses your personal information to our administrator Australian Administration Services Pty Limited (AAS) ABN 62 003 429 114, mail houses and the ATO. AAS (a company within the LINK Group of companies) may also disclose your personal information to overseas recipients. Please see the LINK Group's Privacy Policy at [linkgroup.com/docs/Link\\_Group\\_Privacy\\_Policy.pdf](http://linkgroup.com/docs/Link_Group_Privacy_Policy.pdf) for further information. As a member of Hostplus Pension, you may receive information on new products, special offers and promotions from Hostplus, Hostplus industry partners and associations from time to time.

I, whose signature appears below, declare that:

**General – relating to your Hostplus account**

- All details in this application are true and correct.
- I have received, read and understood the PDS dated 1 July 2024 to which this application applies and agree to be bound by the provisions of the trust deed (as amended from time to time) governing the plan.
- The details of my investment in Hostplus Pension can be provided to the financial planning group or adviser authorised in Step 9.
- The whole of my investment is made up of one or more rollover benefits.

- If this application is signed under Power of Attorney, the Attorney declares that no notice of revocation of that Power of Attorney has been received. (A certified copy of the Power of Attorney should be submitted with this application unless we have already sighted it.)
- I have read and understood the Privacy Statement on page 69.
- I undertake to provide the trustee with any further information it may request relating to my Hostplus membership and I will update the trustee if any of the information provided changes.


**Where I have requested the transfer of my Choiceplus shares, ETFs and LICs to my Pension, I confirm that:**

- I have read, understood and agree to the terms and conditions relating to the transfer as set out in the PDS and the Choiceplus guide provided by the trustee via the Hostplus website, and agree to be bound by the terms and conditions for investing in the Choiceplus investment option (as amended from time to time)
- I have sought financial and taxation advice (as appropriate) to understand any implications of the transfer; and
- release and indemnify the trustee at all times against any and all costs, charges, expenses and losses incurred directly or indirectly in connection with any requests made for an asset transfer that results in:
  - (i) the cancellation of pending buy or sell orders for any Choiceplus Investments I hold;
  - (ii) a delay caused as a result of a pending term deposit, or other asset specific event (such as pending cash transfers, trades, or non-income corporate actions); and/or
  - (iii) closure of my Choiceplus account.

**I declare that, with regard to my eligibility to become a member of Hostplus Pension, one of the following is true (tick as appropriate):**


- I have reached age 60 but have not ceased gainful employment and I agree to be bound by the conditions relating to the payment of Transition to Retirement accounts, described in this PDS.
- I am 60 years or older and I have ceased gainful employment since turning 60.
- I have been declared permanently and totally disabled/incapacitated and have provided the trustee with two medical certificates to that effect.
- I am 65 or over.
- I am eligible as a dependant to receive a death benefit income stream. For information about eligibility please refer to [page 12](#).

**Signature of applicant\***



Date\*

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 Faxed or scanned forms cannot be processed. However photocopied forms can be processed if signed with an original signature.

 It is important that you answer all questions on this form. In confidence when completed.

On completion, please send your original application to: Hostplus Pension, Locked Bag 5046, Parramatta NSW 2124.



Tax file number declaration

This declaration is NOT an application for a tax file number.

- Use a black or blue pen and print clearly in BLOCK LETTERS.
Print X in the appropriate boxes.
Read all the instructions including the privacy statement before you complete this declaration.

ato.gov.au

Section A: To be completed by the PAYEE

1 What is your tax file number (TFN)?

For more information, see question 1 on page 2 of the instructions.

OR I have made a separate application/enquiry to the ATO for a new or existing TFN.

OR I am claiming an exemption because I am under 18 years of age and do not earn enough to pay tax.

OR I am claiming an exemption because I am in receipt of a pension, benefit or allowance.

2 What is your name? Title: Mr Mrs Miss Ms

Surname or family name

First given name

Other given names

3 What is your home address in Australia?

Address line 1

Address line 2

Suburb/town/locality

State/territory Postcode

4 If you have changed your name since you last dealt with the ATO, provide your previous family name.

Previous family name

Once section A is completed and signed, give it to your payer to complete section B.

Section B: To be completed by the PAYER (if you are not lodging online)

1 What is your Australian business number (ABN) or withholding payer number? Branch number (if applicable)

ABN/BN: 68 657 495 890

2 If you don't have an ABN or withholding payer number, have you applied for one? Yes No

3 What is your legal name or registered business name (or your individual name if not in business)?

HOSTPLUS

SUPERANNUATION

4 What is your business address?

LOCKED BAG 5046

Suburb/town/locality

PARRAMATTA

State/territory Postcode

NSW 2124

5 What is your primary e-mail address?

E-mail address line 1

E-mail address line 2

6 What is your date of birth?

Day Month Year

7 On what basis are you paid? (select only one)

Full-time employment Part-time employment Labour hire Superannuation or annuity income stream Casual employment

8 Are you: (select only one)

An Australian resident for tax purposes A foreign resident for tax purposes OR A working holiday maker

9 Do you want to claim the tax-free threshold from this payer?

Only claim the tax-free threshold from one payer at a time, unless your total income from all sources for the financial year will be less than the tax-free threshold.

Answer no here if you are a foreign resident or working holiday maker, except if you are a foreign resident in receipt of an Australian Government pension or allowance.

10 Do you have a Higher Education Loan Program (HELP), VET Student Loan (VSL), Financial Supplement (FS), Student Start-up Loan (SSL) or Trade Support Loan (TSL) debt?

Your payer will withhold additional amounts to cover any compulsory repayment that may be raised on your notice of assessment.

DECLARATION by payee: I declare that the information I have given is true and correct.

Signature

You MUST SIGN here

Date Day Month Year

There are penalties for deliberately making a false or misleading statement.

5 What is your primary e-mail address?

E-mail address line 1

E-mail address line 2

6 Who is your contact person?

Contact person name

Business phone number 1300348546

7 If you no longer make payments to this payee, print X in this box.

DECLARATION by payer: I declare that the information I have given is true and correct.

Signature of payer

Signature area

Date Day Month Year

There are penalties for deliberately making a false or misleading statement.

Return the completed original ATO copy to:

Australian Taxation Office
PO Box 9004
PENRITH NSW 2740

IMPORTANT

See next page for:
payer obligations
lodging online.



30920619

## Payer information

The following information will help you comply with your pay as you go (PAYG) withholding obligations.

### Is your employee entitled to work in Australia?

It is a criminal offence to knowingly or recklessly allow someone to work, or to refer someone for work, where that person is from overseas and is either in Australia illegally or is working in breach of their visa conditions.

People or companies convicted of these offences may face fines and/or imprisonment. To avoid penalties, ensure your prospective employee has a valid visa to work in Australia before you employ them. For more information and to check a visa holder's status online, visit the Department of Home Affairs website at [homeaffairs.gov.au](http://homeaffairs.gov.au)

### Is your payee working under a working holiday visa (subclass 417) or a work and holiday visa (subclass 462)?

Employers of workers under these two types of visa need to register with the ATO, see [ato.gov.au/whmreg](http://ato.gov.au/whmreg)

For the tax table "working holiday maker" visit our website at [ato.gov.au/taxtables](http://ato.gov.au/taxtables)

## Payer obligations


If you withhold amounts from payments, or are likely to withhold amounts, the payee may give you this form with section A completed. A TFN declaration applies to payments made after the declaration is provided to you. The information provided on this form is used to determine the amount of tax to be withheld from payments based on the PAYG withholding tax tables we publish. If the payee gives you another declaration, it overrides any previous declarations.

### Has your payee advised you that they have applied for a TFN, or enquired about their existing TFN?

Where the payee indicates at question 1 on this form that they have applied for an individual TFN, or enquired about their existing TFN, they have 28 days to give you their TFN. **You must withhold tax for 28 days at the standard rate according to the PAYG withholding tax tables.** After 28 days, if the payee has not given you their TFN, you must then withhold the top rate of tax from future payments, unless we tell you not to.

### If your payee has not given you a completed form you must:

- notify us within 14 days of the start of the withholding obligation by completing as much of the payee section of the form as you can. Print 'PAYER' in the payee declaration and lodge the form – see 'Lodging the form'.
- withhold the top rate of tax from any payment to that payee.


 For a full list of tax tables, visit our website at [ato.gov.au/taxtables](http://ato.gov.au/taxtables)

## Lodging the form

You need to lodge TFN declarations with us within 14 days after the form is either signed by the payee or completed by you (if not provided by the payee). **You need to retain a copy of the form for your records.** For information about storage and disposal, see below.

You may lodge the information:

- **online** – lodge your TFN declaration reports using software that complies with our specifications. There is no need to complete section B of each form as the payer information is supplied by your software.
- **by paper** – complete section B and send the original to us within 14 days.

 For more information about lodging your TFN declaration report online, visit our website at [ato.gov.au/lodgetfndeclaration](http://ato.gov.au/lodgetfndeclaration)

## Provision of payee's TFN to the payee's super fund

If you make a super contribution for your payee, you need to give your payee's TFN to their super fund on the day of contribution, or if the payee has not yet quoted their TFN, within 14 days of receiving this form from your payee.

## Storing and disposing of TFN declarations

The TFN Rule issued under the *Privacy Act 1988* requires a TFN recipient to use secure methods when storing and disposing of TFN information. You may store a paper copy of the signed form or electronic files of scanned forms. Scanned forms must be clear and not altered in any way.

If a payee:

- submits a new *TFN declaration* (NAT 3092), you must retain a copy of the earlier form for the current and following financial year.
- has not received payments from you for 12 months, you must retain a copy of the last completed form for the current and following financial year.

### Penalties

You may incur a penalty if you do not:

- lodge TFN declarations with us
- keep a copy of completed TFN declarations for your records
- provide the payee's TFN to their super fund where the payee quoted their TFN to you.

# Identification requirements.

June 2023

Follow the below guide to proving your identity. It is important that we verify your identity before any withdrawals or making other important changes to your account.

## Step 1. Select suitable identity documentation and make a copy.

Select either **one** primary document or **two** secondary documents which must include one document from List 1 **AND** one from List 2.

Primary document One document required	Secondary documents Two documents required including one document from list 1 AND one from List 2
<ul style="list-style-type: none"> <li><input type="checkbox"/> Current drivers licence or learners permit issued by a State or Territory of Australia with your photograph (a copy of both sides is required)</li> <li><input type="checkbox"/> Passport issued by the Commonwealth of Australia that has not exceeded 2 years of the expiry date. (Information and photo page)</li> <li><input type="checkbox"/> Current Foreign passport containing a photograph and the signature of the person. Documentation not written in English must be accompanied by an English translation prepared by an accredited translator (National Accreditation Authority for Translators and Interpreters)</li> <li><input type="checkbox"/> Card issued under a State or Territory of Australia containing a photograph of the person AND date of birth of the person, e.g. proof of age card or key pass, boat licence</li> </ul>	<div style="background-color: #cccccc; padding: 2px;"><b>List 1</b></div> <ul style="list-style-type: none"> <li><input type="checkbox"/> Birth certificate or birth extract issued by a State or Territory of Australia</li> <li><input type="checkbox"/> Citizenship certificate issued by the Commonwealth</li> <li><input type="checkbox"/> Medicare Card</li> <li><input type="checkbox"/> One of the following Centrelink Pension Cards:               <ul style="list-style-type: none"> <li>- Health Care Card</li> <li>- Commonwealth Seniors Health Card</li> <li>- Pensioner Concession Card</li> </ul> </li> <li><input type="checkbox"/> Indigenous community card with your photograph issued by Australian government or local indigenous community organisation</li> </ul> <div style="background-color: #cccccc; padding: 2px;"><b>List 2</b></div> <ul style="list-style-type: none"> <li><input type="checkbox"/> A recent letter from Centrelink regarding your government assistance payment (less than 3 months old) containing your full name and residential address</li> <li><input type="checkbox"/> Utility bill (less than 3 months old) containing your full name and residential address</li> <li><input type="checkbox"/> Rates notice from local council (less than 12 months old) containing your full name and residential address</li> <li><input type="checkbox"/> Notice of assessment from the Australian Taxation Office (less than 12 months old) containing your full name and residential address</li> <li><input type="checkbox"/> For person under the age of 18, a written notice that was issued by a school principal within three months, containing your full name, residential address, and period of time you attended the school</li> </ul>

### Important Information for Indigenous Australians

If you are a member with Indigenous Australians and/or Torres Strait Islander heritage and are unable to meet the supporting document requirements mentioned in option 1 and 2, please refer to [hostplus.com.au/super/about-us/rap](https://hostplus.com.au/super/about-us/rap) for guidance on proving your identity through a community referral.

## Have you changed your name or are you signing on behalf of another person?

In addition to providing the certified IDs as above, you will need to provide a certified linking document if you have changed your name or signing on behalf of another person.

If you've changed your name, you will need provide one of the following certified linking documents from the Registry of Births, Deaths, and Marriages that proves a relationship exists between two (or more) names:

- Marriage certificate from the Registry of Births, Deaths and Marriages
- Divorce certificate/decreed from the Federal Circuit and Family Court of Australia
- Deed poll or Change of name certificate from the Registry of Births, Deaths and Marriages.

If you are signing on behalf of the applicant, you will need to provide a certified copy of Guardianship papers and/or Power of Attorney.

## Step 2. Certify your document(s).

Take your original document(s) and a coloured and legible photocopy of BOTH sides of the original document to a person who is authorised to certify proof of identity documents.

Note that certification must be recent and within 12 months.

## Who can certify my document?

Only certain people are authorised to certify identification documents. For a complete list of people permitted to certify documents go to [hostplus.com.au/id](http://hostplus.com.au/id). A few common examples are:

- Police officer
- Agent of the Australian Postal Corporation who is either in charge of an office supplying postal services to the public or is a permanent employee with two or more continuous service
- Pharmacist
- Legal practitioner
- Medical practitioner
- Justice of the Peace.

The person certifying your documents cannot be a benefactor of your account, even if they are authorised to certify documents.

## Are you a member residing overseas?

For members residing overseas, the **only** persons who are authorised to certify identification documents are:

- An Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- An employee of the Commonwealth or the Australian Trade Commission who is authorised and exercises his or her function in that place
- A person authorised as a notary public in a foreign country.

## What does the certifier need to do?

The certifier will need to sight and compare the original document with your copy (front and back) to ensure both documents are identical.

To properly certify your identification documents the copy requires the following:

1. Certifier's writing or stamp declaring 'this is a true and correct copy of the original or 'certified true copy'
2. Certifier's name, qualification, registration number (if applicable), and address
3. Certifier's signature and the date of certification.

See the below illustration for an example of a certified proof of identity.

## What does a certified identity document look like?

This is what a certified proof of identity document should look like:



## Important note.

- All pages of your proof of identity documents must be certified.
- The certification must be on the same page as the copy of the document, not on the back of the page or a separate page attached to the document.
- If any documents are written in a language other than English, they must be accompanied by an English translation prepared by an accredited translator.
- Documents certified more than 12 months ago will not be accepted.
- If these conditions are not met, Hostplus will be unable to process your request. If you need more information about certifying a document, simply call **1300 467 875**, 8am–8pm AEST/AEDT, Monday to Friday.
- If for any reason you are unable to provide the ID documents mentioned in option 1 and 2 simply call **1300 467 875** 8am–8pm AEST/AEDT, Monday to Friday.



# Hostplus Pension binding death benefit nomination form.

1 July 2024

**i** Complete this form to make, update or cancel a binding death benefit nomination for your Hostplus Pension account.

Various requirements must be met for this form to be valid including:

- it must be signed by two witnesses over 18 who are not listed as beneficiaries on this form
- you and your witnesses must sign and date at the same time
- your total benefit nominations must equal 100%, and
- it must have been received by the Trustee

This form must be completed in full and signed on the reverse. Please use **BLOCK** letters and dark ink.

## 1 Provide your details.

\*Mandatory fields

Hostplus Pension membership number (if known)

Date of birth\*

Title\*

 Mr  Mrs  Ms  Miss  Dr  Other

Given names\*

Surname\*

Address\*

Suburb

State

P/C

Country

Home phone\*

Business phone

Mobile phone\*

Email address\*

## 2 Tell us what you want to do.

Please tick one box only

- Make a binding death benefit nomination, **go to Section 3**
- Update an existing binding death benefit nomination, **go to Section 3**
- Cancel a binding death benefit nomination

**i** A cancelled, invalid or expired form means that Hostplus will decide which of your spouse, children, dependants or estate receives your death benefit, and in what proportions.

### 3 Nominate your beneficiaries.

#### Binding death nominations

A binding death benefit nomination provides you with greater certainty about who will receive your benefit in the event of your death. In general, a binding nomination legally binds (instructs) the Hostplus trustee to pay your death benefit to the person(s) nominated as your beneficiary(ies). It is your responsibility to inform your beneficiaries that you have provided Hostplus with their personal information. You should refer them to the Hostplus privacy policy at [hostplus.com.au/privacy](http://hostplus.com.au/privacy)

- Each beneficiary must be one of the following:
  - your spouse
  - child
  - dependant, or
  - legal personal representative, as stated in the definitions on page 12.
- Percentages must be in whole numbers.
- Your total percentage of benefit nominations must add up to 100%.

Please nominate who you would prefer your benefits to be paid to in the case of your death.

<b>1</b>	Given names <input type="text"/> Surname <input type="text"/> Date of birth <input type="text"/> Relationship to you (tick one) <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Dependant <input type="checkbox"/> Personal legal representative	Share %* <input type="text"/> <input type="text"/> <input type="text"/> %
<b>2</b>	Given names <input type="text"/> Surname <input type="text"/> Date of birth <input type="text"/> Relationship to you (tick one) <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Dependant <input type="checkbox"/> Personal legal representative	Share %* <input type="text"/> <input type="text"/> <input type="text"/> %
<b>3</b>	Given names <input type="text"/> Surname <input type="text"/> Date of birth <input type="text"/> Relationship to you (tick one) <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Dependant <input type="checkbox"/> Personal legal representative	Share %* <input type="text"/> <input type="text"/> <input type="text"/> %
<b>4</b>	Given names <input type="text"/> Surname <input type="text"/> Date of birth <input type="text"/> Relationship to you (tick one) <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Dependant <input type="checkbox"/> Personal legal representative	Share %* <input type="text"/> <input type="text"/> <input type="text"/> %

If you wish to nominate more than four beneficiaries on a separate piece of paper, provide the details above for each additional beneficiary. Then, make sure it is signed, dated and witnessed in the same manner as this form.

## 4 Sign the declaration.

\*Mandatory fields

Please read this declaration before you sign and date your form.

- I have read and understood the Important information overleaf.
- I understand that various requirements must be met for this form to be valid including:
  - the beneficiary/ies listed in Section 3 are my spouse, child, dependant or legal personal representative, as stated in the definitions on page 12
  - it is signed by me in the presence of two witnesses who are 18 years of age or older and not listed as beneficiary/ies on this form
  - my two witnesses and I sign and date this form at the same time
  - my benefit nomination percentages total 100%, and
  - it must have been received by the Trustee.
- I understand that:
  - this binding death benefit nomination is effective for three years from the date on which it is signed
  - my beneficiary/ies and I will be bound by the provisions of the Hostplus trust deed
  - I can cancel or update a binding death benefit nomination at any time by completing a new binding death benefit nomination form
  - this nomination binds the Hostplus trustee to distribute my benefit as specified, unless my binding nomination is invalid or has expired; in which case I understand that Hostplus can use its discretion to identify and pay beneficiaries, and
  - Hostplus accepts no responsibility for an incorrect nomination or completion of this form.
- I understand that it is my responsibility to inform my beneficiaries that I provided Hostplus with their personal information and refer them to the Hostplus privacy policy at [hostplus.com.au/privacy](http://hostplus.com.au/privacy).
- I have read the Hostplus privacy policy at [hostplus.com.au/privacy](http://hostplus.com.au/privacy) and I understand how my personal information may be used.

Signature of applicant\*

Date\*

## 5 Witness declaration.

\*Mandatory fields

The member signed and dated this binding death benefit nomination form in my presence. I am over 18 years of age and I am not listed as a beneficiary on this form.

Witness given names\*

Surname

Signature of witness\*

Date\*

Witness given names\*

Surname

Signature of witness\*

Date\*



Faxed or scanned forms cannot be processed. However photocopied forms can be processed if signed with an original signature.



It is important that you answer all questions on this form. In confidence when completed.

On completion, please send your original application to:  
Hostplus Pension, Locked Bag 5046, Parramatta NSW 2124.

### Binding death benefit nominations

- To provide greater certainty about who receives your benefit when you die, you can make a nomination which binds the trustee to pay to whom you direct (providing you are still a member of Hostplus Pension when you die).

The person/s you nominate must be any one or more of the following:

- Your current spouse (including de facto).
- Your child (including step, adopted or ex-nuptial).
- Any person/s financially dependent or interdependent on you.
- Your legal personal representative, which means the executor or administrator of your estate.

It is important to note that all your nominated beneficiaries must be alive and fall within one of these categories after your death.

A number of options are available so binding nominations should be considered carefully. (See pages 12 – 14).

Please note that Hostplus Pension will not charge you a fee for making a binding nomination.

At the time of a claim a beneficiary can choose to receive the pension as a lump sum payment or opt to continue the pension (if eligible). We recommend financial advice is sought as treatment of tax and benefits will depend on personal circumstances.

### How long is the nomination valid?

If you make a binding nomination, it will be valid for three years from the date it was signed. It is important that you update your nomination regularly to ensure that your wishes are met.

You may renew, change or cancel your nomination at any time.

Your dependants have the right to complain to the Australian Financial Complaints Authority (AFCA) about the trustee's decision. AFCA will review the decision and all supporting documentation and may be able to change the decision in some circumstances (for example, if the nomination had expired at the date of death).

### Is your binding death benefit nomination form valid?

A valid and effective binding death benefit nomination is a binding direction from you to the Trustee to pay any death benefit to your estate or to one or more Dependants nominated by you and in the proportions that you have specified. If you make a binding death benefit nomination and it is still valid and in effect at the event of your death, the Trustee will usually be bound to follow it and pay your death benefit to your estate and/or the Dependants you have nominated and in the proportions specified by you.

Your binding death benefit nomination is invalid if:

- it is not made using this Binding Death Benefit Nomination Form,
- this Binding Death Benefit Nomination Form has not been properly completed (for example, the nominated proportions are not clear or do not equal 100%, or the form has not been signed and witnessed correctly),
- at the time of your death, one or more of the persons nominated by you have died or is not your Dependant or legal personal representative,
- you were legally incapable of making the nomination, or
- the Trustee is legally restrained or prohibited from paying your benefit payout to one or more of the persons nominated by you.

### How do I update my binding nomination?

If you want to make a new or cancel a binding nomination you must complete a new Binding nomination form.

Additional binding death benefit nomination forms can be obtained from Hostplus Pension by calling **1300 348 546** or from [hostplus.com.au/retirement](http://hostplus.com.au/retirement)

### Default option

The trustee of Hostplus Pension will use its discretion to determine how your benefit should be paid if, at the time of your death:

- you have not made a binding death nomination
- your nomination has been cancelled
- your nomination is invalid (for example, it is not correctly signed and witnessed, if it is more than three years old and has not been renewed, or any of the people nominated die before you or no longer fall within one of the permitted categories).

### Privacy

Hostplus only collects information on this form that is essential for the administration of your binding death nomination. Hostplus will not use the information about you, or your witnesses, for any other purpose, or pass it to any organisations without express permission, except as required by law. You should consider consulting your legal adviser before making or cancelling a binding death nomination. It is your responsibility to inform your beneficiaries that you have provided Hostplus with their personal information. You should refer them to the Hostplus privacy policy at [hostplus.com.au/privacy](http://hostplus.com.au/privacy)

While every care has been taken to ensure that the information in this document is correct, Hostplus reserves the right to correct any error or misprint in respect of the information shown.

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**Hostplus Pension administration**

**Mail** Locked Bag 5046, Parramatta NSW 2124

**Phone** 1300 348 546

**Visit** [hostplus.com.au/retirement](http://hostplus.com.au/retirement)

**Online** [hostplus.com.au/contact](http://hostplus.com.au/contact)