

# Third Party Authority Form

Use this form if you want to allow a third party access to your account details.

## MEMBER DETAILS

Full name:

Member number:

Residential address:

Date of birth (DD/MM/YYYY):

## THIRD PARTY DETAILS

Full name of Third Party:

Relationship to you: (Please tick the appropriate box)

Relative Please specify relationship

Firm Representative

Legal Representative

Power of Attorney

Please provide a certified copy of a signed POA.

Financial Planner

Please provide the name of the financial planning company:

Third party address:

Third party email:

Third party mobile:

## AUTHORISATION

- I hereby authorise the above named person to request and receive information about my Student Super Professional Super account.
- I understand that the purpose of this authority is to enable the above named person to receive and view information in respect of my Student Super Professional Super account. At no stage does this authority allow the above named person to request or conduct a financial transaction on my behalf.
- I understand that this authority will remain in effect unless and until I provide further instructions to Student Super Professional Super.
- By acting on this request, I release the Trustee from any liability or responsibility, both now and in the future, due to the release of information. I understand that the Trustee can only release information that I, in my personal capacity, am entitled to.

I have read the information in this form and I understand the terms on which this information is made. I have also read the Student Super Professional Super Privacy Policy and Information Collection Notice and I understand how Student Super Professional Super will use my personal information.

Signature:

Date:

**Please send your completed form to  
[hello@studentsuper.com.au](mailto:hello@studentsuper.com.au) or  
[hello@professionalsuper.com.au](mailto:hello@professionalsuper.com.au)**

We will confirm by email that your third party authority request has been received and has been validly completed.

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## IMPORTANT INFORMATION

### Certification of Documents

Certified copies are copies of original documents that are signed and 'certified' as being true and correct copies of the originals by an authorised person.

Certifying a document takes just three easy steps:

1. Take a photocopy of the original document (e.g. power of attorney).
2. Take both the original document and the photocopy to an authorised person who can certify.
3. Get the authorised person to stamp or write on each page of the photocopied document 'I certify this to be a true copy of the document shown and reported to me as the original', followed by their signature, full name, qualification, registration number (if applicable) and the date.

The original document must be current (i.e. valid and not expired) and the copy must have been certified in the last three months prior to being received by Student Super Professional Super.

Student Super Professional Super reserves the right to request additional certified documents where required.

People who can certify your documentation include:

- Teacher employed on a full-time basis at a school or tertiary education institution.
- Healthcare professional such as medical practitioner, nurse, pharmacist, dentist, optometrist, chiropractor, physiotherapist or psychologist.
- Justice of the peace.
- Police officer.
- Legal practitioner.
- Member of a professional accounting association.
- Permanent employee of Australia Post with two or more years of continuous service who is employed in an office supplying postal services to the public.

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## PRIVACY STATEMENT

The personal information provided on this form is collected by and held for Student Super Professional Super by the fund administrator, DDH Graham, in accordance with the Australian Privacy Principles of the Privacy Act 1988 (Cth), for the purpose of administering accounts and providing services associated with fund membership.

For further information about how personal information is handled, please call us on 1300 646 960 (Student Super) or 1300 707 746 (Professional Super), or visit [studentsuper.com.au/privacy](http://studentsuper.com.au/privacy) or [professionalsuper.com.au/privacy](http://professionalsuper.com.au/privacy) to view the privacy policy and information collection statement. The policy contains information about access to and correction of personal information, how a complaint can be made about a privacy breach and other important information about how personal information is collected, used and disclosed.