

# Providing proof of your de facto relationship

Life Event insurance cover



Your application for Life Event insurance cover and relevant documents must be received by AustralianSuper within 60 days of the Life Event.

|   | Provide a statutory declaration   | Provide evidence   |
|---|---|--|
| <b>1 Commenced a de facto relationship</b><br>You and your de facto spouse live together on a genuine domestic basis in a relationship. | You need to complete, date and sign the <i>Declaration of commencing/ceasing de facto relationship</i> form in this document.<br><b>AND</b><br>Your de facto spouse needs to complete, date and sign the <i>Partner's declaration of de facto relationship</i> form in this document. | Provide <b>certified copies</b> (see how to certify documents below) of at least <b>two</b> of the following documents: <ul style="list-style-type: none"><li>• registration of de facto relationship with specific state body</li><li>• birth certificate (if relevant) of the birth of a child of the relationship</li><li>• joint credit card or loan details</li><li>• joint ownership of property and/or mortgage details</li><li>• joint household bills</li></ul> |
| <b>2 No longer in a de facto relationship</b>   | You need to complete, date and sign the <i>Declaration of commencing/ceasing de facto relationship</i> form in this document.   | <b>AND</b> No further evidence is required.  |
| <b>3 Death of a de facto spouse</b>   | You need to complete, date and sign the <i>Declaration of commencing/ceasing de facto relationship</i> form in this document.   | <b>AND</b> Provide a <b>certified copy</b> of an original Death Certificate or other information to support death, including: <ul style="list-style-type: none"><li>• probate</li><li>• police report, or</li><li>• hospital certification.</li></ul>  |



## How to have your statutory declaration witnessed and your documents certified

1. Take your statutory declaration forms, original ID documents and copies to your local pharmacy, post office, police station, legal or medical practitioner, Justice of the Peace, Notary Public or Accountant Certified or Chartered in Australia to be witnessed. For a full list of who can witness a statutory declaration see page 2.
2. Ask the witness to certify your documents by:
  - comparing the photocopies to the original, and
  - stamping or writing, 'This is a true and correct copy of the original' followed by their signature, printed name, qualification (eg Australia Post employee\*, Police Officer), address and the date.
3. We need to see original signatures on your form and certified documents, so you must send these to us by post – you should not fax or email them. Return your completed form and certified documents to us at:

AustralianSuper  
GPO Box 1901  
MELBOURNE VIC 3001

## What is a spouse?

A spouse can be any of the following:

- people who are married or in another form of relationship that's registered under Australian law, and
- people in a de facto relationship – that is, they're not legally married but living together on a genuine domestic basis as a couple.

A spouse can be of the same sex or a different sex.

## What happens if the information I provide is not correct?

If the information provided is not correct, then any increase in insurance cover or claims relating to this increase will not be allowed and premiums will be refunded.

Continued overleaf >

## List of people allowed to witness statutory declarations

A person who is currently licensed or registered under a law to practice in one of the following occupations:

- Chiropractor
- Dentist
- Legal practitioner
- Medical practitioner
- Nurse
- Optometrist
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Trade marks attorney
- Veterinary surgeon

A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

A person who is in the following list:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
- Bailiff
- Bank or Building Society or Credit Union officer with 5 or more continuous years of service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits or Declarations
- Employee of the Australian Trade Commission who is:
  - a) in a country or place outside Australia and
  - b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*, and
  - c) exercising his or her function in that place
- Employee of the Commonwealth who is:
  - a) in a country or place outside Australia and
  - b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*, and
  - c) exercising his or her function in that place
- Fellow of the National Tax Accountants' Association
- Finance company officer with 5 or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge of a court
- Justice of the Peace
- Magistrate
- Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
- Master of a court
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
  - a) an officer or
  - b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service, or
  - c) a warrant officer within the meaning of that Act
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of:
  - a) the Parliament of the Commonwealth or
  - b) the Parliament of a State or
  - c) a Territory legislature, or
  - d) a local government authority of a State or Territory
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
- Notary public
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of:
  - a) the Commonwealth or a Commonwealth authority or
  - b) a State or Territory or a State or Territory authority, or
  - c) a local government authoritywith 5 or more years of continuous service who is not specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service employee of:
  - a) the Commonwealth or a Commonwealth authority, or
  - b) a State or Territory or a State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution.

# Declaration of commencing/ceasing de facto relationship

Commonwealth of Australia Statutory Declaration – *Statutory Declarations Act 1959*

To be completed by the AustralianSuper member applying for a change to their insurance cover due to a Life Event. Please complete in pen using CAPITAL letters and print ☒ to mark boxes. Form must be completed in full. Read the Privacy Collection Statement on this form to see how AustralianSuper uses your personal information.

## 1. TO BE COMPLETED BY THE AUSTRALIANSUPER MEMBER

I [insert your name, address and occupation below]

Last name

Mr Ms Mrs Miss Dr

☒ ☒ ☒ ☒ ☒

Given names

Street address

Suburb

State

Postcode

Occupation

make the following declaration under the *Statutory Declarations Act 1959*:

1. Although not legally married to the person, I live with / no longer live with [cross out whichever is not applicable and insert full name of other person]

Surname

Given names

and we live / no longer live [cross out whichever is not applicable] together on a genuine domestic basis in a relationship as a de facto couple.

- a) This relationship commenced [insert date relationship commenced] and (select any of the following b), c) or d))

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
| D | D | M | M | Y | Y | Y | Y |
| D | D | M | M | Y | Y | Y | Y |
| D | D | M | M | Y | Y | Y | Y |

- b) We have lived together as a domestic couple since [insert date]

- c) We ceased living together as a domestic couple on [insert date]

- d) My de facto partner died on [insert date]

2. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every way.  
3. I have read the Privacy Collection Statement and I understand how AustralianSuper will use my personal information.

Signature of person making the declaration



Date

☐ ☐ ☐ ☐ 2 0 Y Y

## 2. TO BE COMPLETED BY A PERSON ALLOWED TO WITNESS STATUTORY DECLARATIONS

Declared at (place)

on the (date) ☐ ☐ day of (month) ☐ ☐ (Year) 2 0 Y Y before me (complete details below):

Full name, qualification and address of person before whom the declaration is made

Full name

Qualification

Street address

Suburb

State

Postcode

Signature of person before whom the declaration is made



Date

☐ ☐ ☐ ☐ 2 0 Y Y

Note 1: A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the *Statutory Declarations Act 1959*.

Note 2: Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* – see section 5A of the *Statutory Declarations Act 1959*.

### Privacy Collection Statement

Please read this Privacy Collection Statement to see how AustralianSuper uses your personal information.

AustralianSuper Pty Ltd (ABN 94 006 457 987) of 33/50 Lonsdale Street, Melbourne, Victoria, collects your personal information (PI) to run your super account (including insurance), improve our products and services and keep you informed. If we can't collect your PI we may not be able to do these tasks. PI is collected from you but sometimes from third parties like your employer. We will only share your PI where necessary to perform our activities with our administrator, service providers, as required by law or court/tribunal order, or with your permission. Your PI may be accessed overseas by some of our service providers. A list of countries can be found at the URLs below. Our Privacy Policy details how to access and change your PI, as well as the privacy complaints process. For complete details on the above go to **[www.australiansuper.com/CollectionStatement](http://www.australiansuper.com/CollectionStatement)** and **[www.australiansuper.com/privacy](http://www.australiansuper.com/privacy)** or call us on **1300 300 273**.

# Partner's declaration of de facto relationship

Commonwealth of Australia Statutory Declaration – *Statutory Declarations Act 1959*

To be completed by the de facto partner of the AustralianSuper member applying for a change to their insurance cover due to a Life Event. Please complete in pen using CAPITAL letters and print ☒ to mark boxes. Form must be completed in full.

## 1. TO BE COMPLETED BY THE PARTNER OF THE AUSTRALIANSUPER MEMBER

I [insert your name, address and occupation below]

|                      |                                     |                                     |                                     |                                     |                                     |
|----------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Last name            | Mr                                  | Ms                                  | Mrs                                 | Miss                                | Dr                                  |
| <input type="text"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Given names          | <input type="text"/>                |                                     |                                     |                                     |                                     |
| Street address       | <input type="text"/>                |                                     |                                     |                                     |                                     |
| Suburb               | State                               | Postcode                            |                                     |                                     |                                     |
| <input type="text"/> | <input type="text"/>                | <input type="text"/>                |                                     |                                     |                                     |
| Occupation           | <input type="text"/>                |                                     |                                     |                                     |                                     |

make the following declaration under the *Statutory Declarations Act 1959*:

1. Although not legally married to the person, I live with [Insert full name of other person]

|             |                      |
|-------------|----------------------|
| Surname     | <input type="text"/> |
| Given names | <input type="text"/> |

and we live together on a genuine domestic basis in a relationship as a de facto couple.

- a) This relationship commenced [insert date de facto relationship commenced]         ,  
and  
b) We have lived together as a domestic couple since [insert date]

2. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every way.

Signature of person making the declaration



Date

|                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| D                    | D                    | M                    | M                    | 2                    | 0                    | Y                    | Y                    |

## 2. TO BE COMPLETED BY A PERSON ALLOWED TO WITNESS STATUTORY DECLARATIONS

|                     |                      |
|---------------------|----------------------|
| Declared at (place) | <input type="text"/> |
|---------------------|----------------------|

on the (date)   day of (month)   (Year)     before me (complete details below):

Full name, qualification and address of person before whom the declaration is made

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| Full name            | <input type="text"/> |                      |
| Qualification        | <input type="text"/> |                      |
| Street address       | <input type="text"/> |                      |
| Suburb               | State                | Postcode             |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Signature of person before whom the declaration is made



Date

|                      |                      |                      |                      |                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| D                    | D                    | M                    | M                    | 2                    | 0                    | Y                    | Y                    |

Note 1: A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the *Statutory Declarations Act 1959*.

Note 2: Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* – see section 5A of the *Statutory Declarations Act 1959*.

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