



Asset transfer (in specie)

From MLC Wrap Investments or MLC Navigator Investment Plan to MLC Wrap Super or MLC Navigator Retirement Plan

You should read this information before you complete your transfer request.

What you need to know

Closing your account

If you're closing your account, we'll transfer to your super account any balance in your Cash Account once the transfer is completed.

Can we accept your investments?

It is important to check whether we can accept the investments you want to transfer.

If your investment doesn't appear in the Investment Menu (available on mlc.com.au) or your holding exceeds the Trustee's diversification limits, please contact us to discuss your investment before you complete this form.

Fees and charges

We don't charge a fee for transfers into your MLC Wrap or MLC Navigator account, however, Stamp Duty may apply.

Privacy

We respect your privacy and handle your information in accordance with our Privacy Policy. The IOOF Group's Privacy Policy is available at mlc.com.au/privacy

Opening a new account

We'll need a completed application form from you before we can process your transfer. This should be attached to the Asset transfer form, if it hasn't already been provided.

You'll need to make sure you have included the minimum Cash Account balance.

Beneficial ownership

All investments transferred into the MLC Wrap Super or the MLC Navigator Retirement plan will result in a change of Ownership. This may result in a Capital Gains Tax (CGT) liability.

Timing and availability of funds

We can't tell you exactly how long it will take to process your transfer. A simple transfer could take four weeks and a more complex transfer three months or more. It all depends on the investments you're transferring, and how quickly we get the information we need to process your transfer.

Once your transfer starts, you won't have access to the investment until the transfer is completed.

In specie transfers aren't available for term deposits and Separately Managed Account (SMA) Model Portfolios.

Advice

You should speak with your financial adviser about the financial implications of the transaction.

For advice on how this impacts your personal tax obligations, we strongly recommend you seek advice from a registered tax agent.

Margin lenders

If you're using a margin lender on the account, MLC will need to seek approval from the lender before the transfer can commence.

Next steps

Go to the Asset transfer form. Just follow the instructions and make sure you attach any additional information requested so we can complete your transfer without unnecessary delays.

Any questions?

Speak with your financial adviser or contact us on **132 652** Monday to Friday between 8 am and 6 pm (AEST/AEDT) or visit mlc.com.au



Asset transfer (in specie) to super

Use this form to transfer investments from MLC Wrap Investments or MLC Navigator Investment Plan to MLC Wrap Super or MLC Navigator Retirement Plan.

1. Source account details (Investment account)

Account number

Contact telephone (business hours)

Account name

Email

Date of birth (DD/MM/YYYY) (if applicable)

2. Target account details (Super account)

Are you transferring into an existing MLC Super account?

No Please attach to this form a completed MLC Wrap Super or MLC Navigator Retirement Plan application form.

Yes Please complete the details below.

Account number

Account name

Title

Mr Mrs Miss Ms Other

First name

Middle name

Family name

Email

Date of birth (DD/MM/YYYY)

5. Transferring your Separately Managed Account (SMA)

Does your investment account hold a Separately Managed Account (SMA) Model Portfolio?

No Please go to **Section 6**.

Yes Please complete the details of the Separately Managed Account you're transferring below.

Note: A Separately Managed Account (SMA) Model Portfolio can't be directly transferred into a Superannuation account. The Separately Managed Account (SMA) Model Portfolio will be unbundled into individual shares, transferred to the Super account and then rebundled again.

Please note due to legal restrictions, we can't transfer IOOF shares into the SMA. If your SMA Model Portfolio has existing IOOF shares please select one of the following options:

Option 1 – Please transfer the cash value of my IOOF shares back into the SMA and

Please sell my IOOF shares in my Investment account, or

Please sell my IOOF shares once in my Super account

Option 2 – Please leave my IOOF shares as direct investments in my Super account

Please go to **Section 6**.

6. Adviser initial service fee

Do you want an Adviser Initial Service Fee to apply to this transfer? This fee applies to this investment only.

No Please go to **Section 7**.

Yes Please complete your fee details below.

% OR \$

For **MLC Navigator Retirement Plan**, a fee to a maximum of 4.29% (inclusive of GST) applies. (Due to the 1 July 2014 FOFA changes, no increases to existing contribution fees will be processed).

I understand and consent to this amount being shared with other parties as outlined by my financial adviser. This fee is inclusive of GST.

Please go to **Section 7**.

7. Financial adviser details

Name of financial adviser

Adviser number

Contact telephone number (business hours)

Fax number

Email

Please go to **Section 8**.

8. Your agreement and declaration

I authorise Navigator Australia Limited or NULIS Nominees (Australia) Limited (each, as applicable, the “Provider”) to transfer the investments listed in **Section 4** and to deduct any fees, charges or Stamp Duty which apply.

I have read and understood the information contained in the relevant **Financial Services Guide, IDPS Guide and/or How to Guide** about the transfer of investments and I have read the disclosure documents each of the underlying investments. These documents can be found on **mlc.com.au**

I understand that:

- There may be taxation implications associated with the transfer. It is my responsibility to obtain tax advice from a registered tax agent in relation to how the transfer impacts upon my personal circumstances and tax obligations. I understand that the Provider is not a registered tax agent.
- There will be a change of beneficial ownership, this may realise capital gains tax and/or losses.
- If I'm closing my MLC Navigator account and there are any remaining Deferred Entry Fees, these will be deducted from my Cash Account when the account is closed.
- Where I have completed an application for a Pension Service, my application may also be for a Superannuation Service. I understand the assets being transferred will be received and held in respect of my Superannuation Service before being transferred and being held in my Pension Service.
- I acknowledge that the In specie transfer comprises a fund/s (if applicable) and that all illiquid funds shall not comprise more than 20% of the total value of the portfolio.
- I understand where a margin lender agreement is in place, the Provider will require the margin lender to authorise any withdrawal request, otherwise, my request will not be processed.

There are times when we might not be able to process your investment instructions, for example when:

- there are liquidity issues in the investment
- the fund manager suspends transactions
- we can't obtain a price
- the instruction is incomplete, and
- unforeseen circumstances prevent us from using our administration system.

Taxation information reporting: At the end of the financial year, an annual taxation statement will be sent to you at your registered address. This will give details of your account that will be useful for your own records and taxation requirements.

Should you have any queries about how the taxation information affects your personal tax obligations, you should consult with a registered tax agent.

For units held jointly: All parties must sign unless otherwise indicated on the original application form or as subsequently advised to MLC.

On behalf of a Corporation: This form must be executed by one of the following methods:

- by signature of two directors or one director and the company secretary
- signature of the sole director and company secretary for sole director proprietary companies, or
- under Power of Attorney.

If signed under Power of Attorney: Attorneys must attach a certified copy of the Power of Attorney and identification for themselves (go to **mlc.com.au** to download the relevant identification form) if not already supplied. The Attorney hereby certifies that he/she has not received notice of any limitation or revocation of his/her Power of Attorney and is also authorised to sign this form.

Power of Attorney documents can't be accepted by fax or email.

Signature of Investor or Attorney

Name

X	Date (DD/MM/YY)					

Signature of Investor two (if applicable) or Attorney

Name

X	Date (DD/MM/YY)					

9. Send us your form

You can mail, email or fax your documents to us.

MLC
GPO Box 2567
Melbourne VIC 3001

Email: asset.transfers@mlc.com.au

Please include your account number (if known) and account name in the subject line of your email.

Fax number: 03 9869 1595

If you have any questions, please speak with your financial adviser, call us on **132 652** Monday to Friday between 8 am and 6 pm (AEST/AEDT) or visit **mlc.com.au**