

# The Portfolio Service SMSF

## Admittance of new member form

Fund name	
Fund reference number	

### 1. Application by prospective member

To the trustees of the fund, I hereby apply for membership of the fund.

Applicant's details	
Title (Mr, Mrs, Ms, etc)	
Given name(s)	
Surname	
Date of birth	
Address (cannot be PO Box)	
Postal address (if different to above)	
Telephone	
Email address	

If the prospective member is a minor (or other person under legal disability) please enter the name of the trustee/director acting on that person's behalf.

Name	
------	--

Please also complete a 'Fund notice of change of details form' and attach to this request

## 2. Financial adviser remuneration

Dealer group	
Adviser name	
Adviser telephone	

Please advise whether an adviser service fee is to be paid.

 No Yes, please pay fees as set out below.

An annual fee of	\$
------------------	----

or

A percentage based fee	%
------------------------	---

Note: Your financial adviser will be paid monthly in arrears. Where a percentage based fee is payable, the amount will be based on the value in the account on the last day of the month.

## 3. Member tax file number (TFN) notification

Under the Superannuation Industry (Supervision) Act 1993, the trustees are authorised to collect your TFN which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change. The trustees may disclose your TFN to another superannuation provider when your benefits are being transferred, unless you request in writing that the trustees do not disclose it

It is not an offence not to quote your TFN, however, providing your TFN will have the following advantages which may not otherwise apply:

1. Your superannuation fund will be able to accept all types of contributions to your account(s).
2. The tax on contributions to your superannuation account(s) will not increase.
3. Other than the tax that may ordinarily apply, no additional tax will be deducted when you start drawing down your superannuation benefits.
4. It will make it much easier to trace different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

 I agree to provide my TFN to the trustees.

Applicant's TFN:	
------------------	--

## 4. Applicant's declaration and signature

To the trustees of the fund,

I hereby apply for membership of the fund. I declare as follows:

- I will be bound by the trust deed governing the fund.
- I consent to those named as trustees.
- I have read the SMSF administration service agreement and consent to AET providing administration services to the fund.
- I agree to pay AET the fees as set out in the SMSF administration service agreement.
- The current fund trustees have provided me with all the information I require about joining the fund.
- I consent to the aforementioned adviser having the powers as set out in the SMSF administration service agreement.
- I understand that AET will prepare and send to me for signing, the necessary paperwork for me to be added as a trustee of the fund.

Signed by	
Date	

## 5. Trustee acceptance

As trustees of the fund we hereby consent to the above applicant being admitted as a fund member. The trustees provide this notice to AET and request that AET update the fund's record(s), notify the Regulators and prepare the necessary documentation to enable the change in membership and trustee structure.

### Signed by\*

\* All trustee/directors are required to sign.

Corporate trustee name (if applicable)	
Trustee/director name	
Trustee/director signature	
Date	
Trustee/director name	
Trustee/director signature	
Date	
Trustee/director name	
Trustee/director signature	
Date	
Trustee/director name	
Trustee/director signature	
Date	

Please return to:

Email: [forms@aetlimited.com.au](mailto:forms@aetlimited.com.au)

Fax: 1800 781 166

Or post

**The Portfolio Service SMSF**

**Administration Services**

**GPO Box 546**

**Adelaide SA 5001**