Employer guide.
Your key to looking after your employees’ super.
About this guide.

This guide provides employers with an overview of Hostplus Superannuation Fund and employer obligations. It is for employers who are considering becoming a Hostplus participating employer. You should also read the Hostplus Member Guide PDS available at hostplus.com.au in conjunction with this document.

The offer made in this guide is only available to employers receiving it within Australia. Applications made from outside Australia will not be accepted.

The information in this guide is correct as at the date of publication. Where a change to information in the guide is not materially adverse, the trustee will provide updated information at hostplus.com.au which you can access at any time.

Hostplus does not recommend that anyone make decisions concerning superannuation arrangements based solely on the information in this guide. This information is of a general nature. It has been prepared without taking into account your particular investment objectives, circumstances, financial situation or needs. You should consider the information in this document in light of your particular objectives, obligations, financial circumstances and needs. This publication is not intended to be and should not be construed in any way as investment, legal or financial advice. You should obtain professional advice as you consider appropriate.

For more information or help.

Call 1300 467 875, 8am–8pm (AEST), Monday to Friday
Visit hostplus.com.au
Email info@hostplus.com.au
Mail Locked Bag 5046, Parramatta, NSW 2124
What type of fund is Hostplus?
Hostplus was established in 1988 as an employer-sponsored accumulation super fund for those in the hospitality, tourism, recreation and sport industries. We’re an industry fund, run to benefit our members. We offer low fees and don’t pay commissions to financial advisers. Generally, anyone can join. We are a complying fund under Super Choice and MySuper legislation. We offer Hostplus Pension for transition to full retirement.

What are the fees?
There is no employer fee. Members pay an admin fee of $1.50 per week ($78 per year). Indirect investment costs also apply. There are no entry, exit, contribution, withdrawal, rollover or investment switching fees.

What investment options does Hostplus offer?
Hostplus offers a broad range of investment options. Members enjoy a choice of investment options including pre-mixed options, sector investment options, individual manager options and Choiceplus our direct investment option. For the full list of options visit: hostplus.com.au/investment/your-investment-option

What insurance does Hostplus offer?
Three types of insurance cover are available to Hostplus members:
• Death and Total & Permanent Disability insurance cover;
• Death Only insurance cover; and
• Salary Continuance insurance cover.
For more information visit hostplus.com.au/insurance

How can employers make payments to Hostplus?
We have various ways for you to provide contribution details, including seamless compatibility with a wide range of payroll systems. We also offer eligible employers a range of flexible payment options including a clearing house facility. See page 11 for more information.

How do I find more information about Hostplus?
You can find more information and updates about Hostplus on our website or in our Member Guide PDS – just visit hostplus.com.au
Also on our website you’ll find our Employer Business Centre – dedicated to employer needs, visit hostplus.com.au/business
Why choose Hostplus

Super is a big responsibility for employers. The super you pay on your employees’ behalf can help prepare them for retirement. And we’d like to make managing your super easy.

By Joining Hostplus you’ll enjoy cost-effective administration with access to QuickSuper, our a superstream compliant clearing house facility for all contributions.

Our Hostplus in-house support staff are there to help you. We also have offices in every state and territory to provide you – and your employees – with any support you might need, whenever you need it.

QuickSuper – our online super management system – is available 24/7 to help you submit contributions, complete contribution details, generate reports, access contribution history, update details and much more. And our Employer Business Centre at hostplus.com.au is your dedicated online service which has everything you need to help you meet your obligations.

Joining Hostplus.

To join online, go to hostplus.com.au, select ‘My Business’, and complete the online application. You can make your first payment, make a one-off payment or make your payments later – simple. Or, complete and return the employer application form at the back of this guide.

Award winning.

Hostplus is an award winning fund. We’ve been SuperRatings Fund of the Year in 2007, 2008 and 2009, and a finalist in 2010, 2011 and 2012. We also hold premium ratings – a AAA Fund Quality rating from Rainmaker, Chant West’s highest quality rating – 5 Apples, and a SuperRatings Platinum Rating.

Selecting Super has awarded Hostplus Fund of the Year for an unprecedented two consecutive years in 2014 and 2015, as well as Retirement Product Deluxe Choice of the year in 2014.

Money Magazine has awarded us the Best of the Best award for Best Super Fund Manager in 2007, 2008 and 2009, a feat no other fund has achieved. And we’re proud winners of Money Magazine’s 2015 Best of the Best award for Lowest Cost Balanced Super Fund for three years in a row, and Lowest Cost Balanced Pension Fund in 2013 and 2014.

* SuperRatings Pty Ltd ABN 95 100 192 283 AFSL No. 311880 (SuperRatings) does not issue, sell, guarantee or underwrite Hostplus products. Go to www.superratings.com.au for details of its ratings criteria. The SuperRatings logo is a trademark of SuperRatings Pty Ltd and used under licence.

** Chant West has given its consent to the inclusion in this Product Disclosure Statement of the references to Chant West and the inclusion of the logos and ratings provided by Chant West in the form and context in which they are included. For further information about the methodology used by Chant West, see www.chantwest.com.au
Super Guarantee (SG) Contributions

The Superannuation Guarantee (SG) is a Government initiative designed to provide most employees with a minimum level of super to help them save for their retirement.

By law, as an employer, you’re required to make SG contributions (payments) on behalf of most employees if they:

- Are at least 18 years old
- Earn $450 or more (before-tax) in a calendar month; or earn $350 or more in a calendar month if an employee is under the Hospitality Industry (General) Award (HIGA) or Restaurant Award
- Are under the age of 18 and work 30 hours or more a week and earn $450 or more (before-tax) in a calendar month
- Are employed on a full-time basis, part-time or casual basis (including those who are working in Australia temporarily).

Need help?
Visit hostplus.com.au/business or call us on 1300 467 875.

We’ll be happy to answer your questions about your super obligations.
Your obligations

How much do I have to pay?
The current minimum you must pay is 9.5% of the employee’s ordinary time earnings. If your employees are covered by an award or employment agreement which specifies a higher super contribution than 9.5%, you must pay the higher amount. Please note the increase in the SG value was initially proposed to reach 12% in 2019. The table below indicates the likely increase in SG, subject to the passing of the proposed legislation to delay increasing compulsory super for three years. For latest information, visit ATO at www.ato.gov.au

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<th>Year starting on</th>
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<td>1 July 2013</td>
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<td>1 July 2014</td>
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<td>11.5%</td>
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<td>1 July 2025</td>
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For more information on ordinary time earnings or how to calculate SG, you can call the Australian Tax Office (ATO) on 13 10 20 or visit their website at www.ato.gov.au

When do I have to make SG payments to employees?
Under the Superannuation Guarantee Act you are required to make at least quarterly Superannuation Guarantee payments on behalf of your employees, with the option to contribute as frequently as monthly.

How often you make payments may vary depending on whether any of your employees are covered by an award or employment agreement that requires a certain payment frequency.

For the majority of employees, SG contribution due dates are listed below:

<table>
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<tr>
<th>SG Quarter</th>
<th>Due date for payment to Hostplus</th>
<th>Due dates for payment of SG</th>
<th>Due date for payment of quarterly SG charge</th>
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<tr>
<td>1 Jul – 30 Sep</td>
<td>14 Oct</td>
<td>28 Oct</td>
<td>28 Nov</td>
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<td>1 Oct – 31 Dec</td>
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<td>28 Feb</td>
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<td>1 Jan – 31 Mar</td>
<td>14 Apr</td>
<td>28 Apr</td>
<td>28 May</td>
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<td>1 Apr – 30 Jun</td>
<td>14 Jul</td>
<td>28 Jul</td>
<td>28 Aug</td>
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Please note: It is Hostplus policy that contributions must be paid by the 14th of the month following the quarter in which contributions are payable, even though the government SG due date is the 28th of the month following the quarter.

For example, contributions for 1 October – 31 December are due to Hostplus by 14 January.

This helps ensure our employers are meeting their obligations of timely SG contributions.

If you do not pay the required SG contributions by the 28th day following the end of the SG quarter, you will have to pay the Superannuation Guarantee Charge. This can be expensive as it is not tax deductible. There is an administration charge of $20 per employee per quarter and an interest charge of 10% per annum imposed by the ATO.
Super Choice.

Many employees can choose which super fund their employer superannuation contributions are paid into.

If your employee does not choose a fund, you must pay their super contributions into your default fund. The employer (default) fund must meet the statutory death benefit insurance requirements and offer a MySuper compliant product. However, please note that your employee may not be eligible under SG to choose a super fund if you pay superannuation for them under a:

- State industrial award
- Preserved state agreement
- Federal industrial agreement such as an Australian workplace agreement (AWA)
- Pre-reform AWA, pre-reform certified agreement, collective agreement
- Old IR agreement, individual transitional employment agreement (ITEA), or
- Workplace determination, or enterprise agreement (these are defined terms in Federal industrial relations law).

If your employees are eligible for Super Choice and you don’t meet your Choice Obligations, you may be penalised, so it is in your best interest to keep records showing:

- You have offered a choice of superannuation fund to eligible employees and have provided them with a standard choice form within 28 days of the commencement of their employment
- You have acted on your employees’ choice of super fund.

Find out more about Super Choice at hostplus.com.au/business
Your obligations (cont’d)

**Stronger Super reforms.**
The Government’s reforms will make our superannuation system stronger and more efficient, and will help to maximise retirement income for members.

Stronger Super was announced by the Government on 16 December 2010 and is one of the most significant reforms to superannuation since the introduction of the compulsory super contributions in 1992. The reforms are designed to improve the super system and feature the following key elements:

- The introduction of a simple cost-effective default superannuation product called ‘MySuper’
- Improving the interaction between employers and super funds, making it easier, cheaper and faster through the SuperStream package of measures
- Improving governance and integrity of the super system by clearly defining the duties of fund trustees and directors, and
- Improving the integrity of the self managed superannuation fund sector.

To find out more visit hostplus.com.au/news and select stronger super update.

**SuperStream.**
As a part of the SuperStream reforms, new data standards are being introduced to make processing super payments easier.

The standard aims to provide a simpler and more consistent method of making superannuation contributions as it requires payments and data to be sent electronically. A common standard will ensure employer contributions are streamlined and monies are paid in consistent, timely and efficient manner to members’ accounts.

**What will change?**
The standard will require you (as an employer) to:

- Send all data electronically (employee’s personal details and the amount of super being paid) in a standard message format
- Make contribution payments electronically
- Link data and money with a unique payment reference number
- Ensure data and payment are sent on the same day, and
- Respond to fund requests for complete information within 10 business days.

**Dates you need to be aware of:**
- From 1 July 2015 the Australian Government requires all employers with 20 or more employees (ie. large employers) to meet the SuperStream requirements.
- From 1 July 2016 the Australian Government requires all employers with an annual turnover of below $2 million (ie. small employers) to make the SuperStream transition.

**MySuper.**
**Hostplus is authorised to offer a MySuper product.**
From 1 January 2014, employers must make superannuation guarantee contributions on behalf of employees who have not chosen a fund to a default fund which is MySuper authorised.

The good news is that the Hostplus Balanced (MySuper) option already meets the simple, cost effective features required by MySuper. This was confirmed when Hostplus was granted MySuper authorisation in 2013, enabling it to offer a MySuper product. So you can relax knowing we have your MySuper requirements covered.
QuickSuper.

The good news is Hostplus has a simple solution to help you make a seamless transition and meet your obligations; QuickSuper. And it’s FREE to all Hostplus registered employers.

What is QuickSuper?

QuickSuper is a superannuation clearing house that is compliant with SuperStream.

A clearing house allows you to make a lump sum contribution for all of your employees, across multiple superannuation funds with a simple, online system. QuickSuper is designed to save you time and help you get back to managing your business without getting weighed down by superannuation obligations.

Best of all QuickSuper allows you to pay your employees’ super into multiple funds in one simple transaction.

Who is eligible to use QuickSuper?

QuickSuper is available free of charge for all registered Hostplus employers.

How do I get started?

Visit hostplus.com.au/business/register-for-quicksuper to find out more and watch an online demonstration. If you’re a registered Hostplus employer, visit hostplus.com.au/business/register-for-quicksuper and click the “Apply Now” button. Hostplus will be in touch within five days of receiving your application. Once your application is approved, you will receive an e-mail with further information including a temporary password and step by step guide to key functionality.

Reportable employer superannuation contributions (RESC).

For any employees taking advantage of government initiatives – such as co-contribution, family tax benefits and child support payments – you’ll need to report certain super payments you make on behalf of your employees.

Generally, you’ll need to list certain super contributions on employee’s PAYG Payment Summary if they have an ability to influence the amount of:

- Salary sacrifice contributions your employee has asked you to make from their before-tax pay
- Additional employer contributions that your employee has specifically negotiated with you.

Once the contributions are reported, the ATO will use these amounts to work out the various Government benefits they are entitled to.
Your obligations (cont’d)

Providing employees’ Tax File Numbers (TFN).

As a Hostplus participating employer, you have a responsibility to record all employees’ TFNs.

When an employee starts working for you, they usually complete a TFN declaration form that contains their TFN. You have to pass on your employee’s TFN to their super fund within 14 days of receiving the declaration form from your employee, or when you make the first payment to the fund after receiving the TFN, whichever occurs last. This rule only applies if you have to make a super payment for that employee.

If your new employee gives you their TFN, it’s important you pass it on to their fund so:

• You’ll avoid penalties
• Your employee can avoid paying an extra 30% (plus Medicare levy and the temporary 2% Budget Repair levy) imposed on ‘No TFN’ contributions paid into the fund on an employees’ behalf, in addition to the 15% tax on employer contributions tax on their super contributions
• Your employee won’t miss out on any possible super co-contribution payments
• Hostplus can accept employees’ personal contributions, and
• It’s easier for your employee to keep track of their super.

For more information about Tax File Numbers visit www.ato.gov.au

How can Hostplus help?

If you would like to speak with someone about all the ways QuickSuper can help you and your business, contact Hostplus on 1300 223 423 between 8am - 8pm AEST Monday - Friday.
Your questions answered

Hostplus aims to provide assistance whenever we can. Here are some of our frequently asked questions:

**How do I join Hostplus?**
In less than 10 minutes, you can become a registered Hostplus employer and obtain details to make a payment straight away if you need to. It’s easy to join using our online Join and Pay tool at hostplus.com.au/business/open-a-business-account.

**How do I make a payment to Hostplus?**
There are two parts to making a payment to Hostplus – you need to submit contribution details for your employees and then make your actual payment. We also offer a range of different payment options, including online payment options. You can find more information online at hostplus.com.au/business.

**How do I submit my payments/contributions electronically/online?**
Hostplus offers a quick and easy way to make your contributions online. For more information visit hostplus.com.au/business.

**How do I make a one-off payment?**
If you don’t plan on making regular payments to Hostplus, you can make a one-off payment online by visiting hostplus.com.au/business/open-a-business-account and selecting our ‘Join and Pay’ tool.

**How do I make a payment for an employee who hasn’t provided their member number?**
If your employee has not provided you with their Hostplus member number, you can still make payments for them as long as you have these details when you make your first payment:
- Full name
- Address
- Date of birth
- Tax file number (if available)
- Gender

**What are the different ways I can make payments?**
Once you’ve submitted your contribution details, we will accept Electronic Funds Transfer (EFT) and Direct Debit for your payments through quicksuper.

For more information on more payment options and how to pay, call us on 1300 467 875.

**Where do I find more information or updates for employers?**
Whether you want to make a payment, have some commonly asked questions answered or just stay informed about what’s happening in super, our Employer Business Centre at hostplus.com.au is only a click away.

**Need help?**
Visit hostplus.com.au/business or call us on 1300 467 875. We’ll be happy to answer your questions about your super obligations.
Important information

Our privacy policy.
The privacy of personal information is important to both members and Hostplus. Full details about Hostplus privacy rights are available online, visit hostplus.com.au/privacy to find out more.

Cooling off period.
A 14 day cooling-off period applies for all employers who apply to become a participating Hostplus employer during which time you can change your mind without consequence.
The 14 day period begins on the earlier of:
• the date you receive confirmation of your participation in Hostplus, or
• five days after your application for participation in Hostplus is accepted.
If, during this period, you decide Hostplus doesn’t meet your needs, simply advise us by mail or email, nominating another complying fund to receive the contributions made on behalf of your employees.
You must make this nomination within one month of advising us that you wish to exercise your cooling-off rights. Any contributions paid into Hostplus will be rolled over to the nominated fund. The amount returned may be adjusted for any tax payable, or for any increase or decrease in investment values during this period. As a result, the amount returned may be less than what was originally contributed.
Any preserved amounts rolled over or transferred from another super fund can’t be refunded directly to the employee if you use the 14 day cooling-off period. These amounts will be rolled over or transferred to the fund nominated by the employee. If the employee doesn’t make a nomination, the contributions will be transferred to our eligible rollover fund.
To cancel your participation, please write to:
Hostplus
Locked Bag 5046,
Parramatta, NSW 2124
or call 1300 467 875,
8am – 8pm AEST, Monday to Friday.
Please note: no insurance benefits are available to the employee during the cooling-off period if an employer exercises this right during this period.

Enquiries and complaints.
If you or a member has an enquiry or complaint, please call 1300 467 875. We’ll do everything in our power to attend to the matter promptly and courteously.
If you are not happy with the way the matter has been handled, we want to know.
Please call us or write to:
Hostplus
Resolutions Officer
Locked Bag 9
Carlton South VIC 3053
Email: info@hostplus.com.au

As a member:
Hostplus aims to resolve all complaints within 90 days of receipt. However, if a member is not satisfied with either the way Hostplus handles their complaint or its resolution, they may contact the Superannuation Complaints Tribunal (SCT).
The SCT is an independent body set up by the Federal Government to assist in resolving certain types of complaints. The SCT can be contacted on 1300 884 114 for the cost of a local call from any land line in Australia. Please note that there are certain criteria and time limits as to when a complaint can be lodged with the SCT.
Members can address any correspondence to the SCT at:
Superannuation Complaints Tribunal
Locked Bag 3060
Melbourne VIC 3001

As an employer:
Whilst the SCT is a tribunal specifically set up by statute to deal with superannuation complaints and would normally be the first point of contact if you are unhappy with the way we have handled a complaint, in some cases you may also be able to ask the Financial Ombudsman Service (FOS) to resolve the dispute.
FOS is an independent dispute resolution body. Depending on the nature of the complaint, FOS may have jurisdiction. You can lodge a dispute at www.fos.org.au or contact FOS on 1300 367 287, 9am – 5pm.
You should address any correspondence to FOS at:
Financial Ombudsman Service Limited
GPO Box 3
Melbourne VIC 3001
This form must be completed in full. Please use BLOCK letters and black or blue pen. You should read the current Hostplus Member Guide Product Disclosure Statement and the associated reference material available at hostplus.com.au or call us on 1300 467 875 to obtain a copy before completing this form. You can also join Hostplus online at hostplus.com.au

**Provide your contact details.**

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Please tick appropriate box

- Mr
- Mrs
- Miss
- Ms
- Other

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Office use only
Provide your contribution and business details.

Start date of first payment

How many employees do you have?

Approximately how many employees will you be contributing to Hostplus for?

Pay period – please tick one

Weekly

Fortnightly

Monthly

Which day of the week (this month) does your payroll end? Please tick one

Mon

Tues

Wed

Thurs

Fri

Sat

Sun

What is the name of your payroll system?

What type of business do you operate? Please tick one.

Water transportation

Air transportation

Retail bakeries

Eating places

Drinking places

Liquor stores

Hotels and motels

Professional sports clubs and promoters

Rooming and boarding houses

Food preparations (eg. Caterers)

Travel agencies

Bowling centres

Racing, including track operation

Recreational vehicle parks and campsites

Tour operators

Amusement parks

Physical fitness facilities

Other

How many business units/properties do you have?

Of these business units/properties, how many do you pay into Hostplus for?

Tell us about your company.

We seek the information in the following section to better understand and service the different needs of the various employer groups who make up our total population of participating employers. The information you provide will help us to service your business better (i.e. call only at times that are convenient to you). Please note, this section is not compulsory; you do not have to provide this information if you don’t want to.

Please list all professional industry bodies your organisation subscribes to eg. Australian Hotels Association national level/state level, Restaurant and Catering Association, Liquor Hospitality and Miscellaneous Union etc.

Please list your preferred method of contact

Email – please provide email address if different from address provided in Step 1

Telephone – please provide contact phone number if different from number provided in Step 1

Face to face – please provide office address details if different to trading address provided in Step 1
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Face to face – please provide office address details if different to trading address provided in Step 1

Telephone – please provide contact phone number if different from number provided in Step 1

Fax – please provide fax number if different from fax number provided in Step 1

When is the most appropriate time to contact you?

Mon

Tues

Wed

Thurs

Fri

am

pm

Who is your company’s head person (CEO, General Manager, etc.)?

Name

Job title

How did you hear about Hostplus? Tick more than one if applicable.

Hostplus representative

Press advertisement

Mail campaign

Website

Employee’s choice of fund

Tender process

Friend/colleague

Other – please specify

Will Hostplus be your Employer (default) fund under Super Choice?

Yes

No

Please list any other superannuation funds you contribute to on behalf of your employees and the name of the super plan.

Example

AMP

AMP

AMP

AMP

AMP

AMP

Customer Super

Are your employees covered under an enterprise agreement or an award?

Enterprise agreement

Award

Name of agreement or award
Enter your employees’ contribution details.

If you wish to make your first payment with this application, please complete this step.

- Please insert your employees’ full name, address and date of birth details (if not supplied, your contributions will be returned unprocessed).
- Supply your employee’s TFNs as required by law. See page 16 for more information.
- Attach a cheque for the total amount to the form and return to Hostplus.

For office use only: Employer name

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<th>For office use only: Employer name</th>
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<td>Payment period – to</td>
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<table>
<thead>
<tr>
<th>Membership number (if known)</th>
<th>Tax File Number</th>
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<tbody>
<tr>
<td>*Mandatory fields</td>
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<table>
<thead>
<tr>
<th>Gender</th>
<th>Date of birth</th>
<th>Period of work – from</th>
<th>Period of work – to</th>
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<tbody>
<tr>
<td>Male</td>
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<tr>
<td>Female</td>
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<td>Employee’s surname*</td>
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<td>Given name(s)*</td>
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<td>Employee’s address*</td>
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<td>Employee’s email address</td>
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<table>
<thead>
<tr>
<th>Employer contribution</th>
<th>Employee personal contribution</th>
<th>Total contributions</th>
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<tr>
<td>$</td>
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Membership number (if known) | Tax File Number |
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Apply to pay quarterly instead of monthly.

Please complete this step if you wish to make super payments quarterly instead of monthly. If you leave this step blank you’re agreeing to pay super on a monthly basis.

☐ Yes, I would like to apply to make quarterly super payments.

By ticking this box and signing the Declaration in Step 7 of this form you are agreeing to the following:

- I understand that, if my application is accepted, future contributions must be paid on or before the 14th day of the month following the end of the relevant quarter.
- I will continue to pay contributions monthly until I receive approval from the trustee to pay contributions on a quarterly basis.
- I am aware of the requirements to continue to forward employees’ voluntary contributions monthly, even if approval for quarterly contributions has been granted.
- I am aware that all outstanding contributions for ceased employees must be paid by the end of the month in which employment ceases.
- I am aware that failure to make payments on the due dates may result in the trustee revoking its approval to make quarterly payments.
- I am aware that failure to make payments on the due dates may result in my employees’ insurance lapsing and I may be liable in the event of an insurance claim.
- I am aware of my award obligations and hereby represent and warrant to the trustee that I/we am/are not subject to the provision of any award, or industry agreement that requires monthly payments of superannuation contributions.
I/we make this application to become a participating employer of Hostplus. I/we understand that the Trust Deed of Hostplus, as amended from time to time, is available from all Hostplus offices. If accepted as a participating Hostplus employer, then in consideration of the services that the trustee of Hostplus has agreed to provide under the terms of the trust deed for the fund and the Employer Guide that this Application Form accompanied, I/we agree to be bound by the terms of the trust deed. My/our participation, and that of our employees who become members, will take effect in accordance with the particulars of the Trust Deed, the Employer Guide and the Member Guide Product Disclosure Statement. I/we acknowledge that Hostplus may allocate any short payment pro-rata in favour of the members identified on the latest contribution return or allocate any payment towards any arrears outstanding. Hostplus will confirm acceptance by allocating a unique employer number.

I have read and understood the Member Guide Product Disclosure Statement whether included with this application or as currently available at hostplus.com.au. I have also read the associated reference material available at hostplus.com.au.

I/We confirm that if I/we have any employees who are aged 65 or over they have worked at least 40 hours in 30 consecutive days during the financial year when the contributions are made and/or the contributions are mandated employer contributions made pursuant to an industrial award or agreement;

I/We have brought to the attention of the employee(s) on this application, the Privacy Disclosure Statement contained in this guide.

I declare that all details given in this application form are accurate and complete and that I have the power to invest in Hostplus. I undertake to provide the trustee with any further information that it may request which relates to my participation in Hostplus and I undertake that I will update the trustee if any of the information I provide changes.

I declare that this company or business, on behalf of which I am signing this declaration, is a registered entity able to conduct business in Australia.

Yes, please send more information about the organisations I’ve nominated with a tick below.

- Australian Hotels Association (AHA)
- Clubs Victoria Inc
- Hotel, Motel and Accommodation Association (HMAA)
- Licensed Clubs’ Association of SA
- Liquor, Hospitality and Miscellaneous Union (LHMU)
- National Tourism Alliance
- Queensland Tourism Industry Council
- Restaurant and Catering Australia
- South Australian Wine Industry Association
- Tourism and Transport Forum

Signature of applicant*  

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, Locked Bag 5046, Parramatta, NSW 2124.