

Change your name or date of birth

Complete this form to change your name or date of birth.

Please read the following important information before you complete the form.

To update your address, email or phone number, save time and use MemberOnline or phone us on 1800 675 839.

To update your date of birth or name, you need to provide proof of your identity. There are two ways to do this. You can take the paperless option and consent to an electronic identity verification, or you can provide certified, printed copies of identity documents.

Electronic identity verification

Using the secure Green ID system, you must provide details from your Medicare card, current Driver Licence and/or your passport. We use two of these documents to confirm your identity.

Certified identity documents

You will need to post a certified copy of one of the following documents:

- birth certificate
- passport
- certificate of Australian citizenship
- current Driver Licence
- marriage certificate or deed poll document (for a name change)

Certified copies are clear photocopies of original documents, which are signed by an authorised person and 'certified' as being true and correct copies of the original documents. You will need to show the authorised person the photocopied documents to be certified, along with the original documents for reference.

For more information, see our *Proof of identity requirements* fact sheet at <https://www.primesuper.com.au/member/publications/factsheets/>

Find my super

You can also ask us to contact the Australian Taxation Office on your behalf to look for other super accounts you have (see section 4 of this form). You can consolidate other super into your Prime Super account.

If you are completing a printed copy of this form, please use BLOCK letters and a pen.

Once you have completed and signed this form, please return it to us. You can either post the form with the appropriate certified documents (if you don't consent to electronic identity verification) or you can return it to us via email. See our contact details at the end of this form.

1 Member details currently held by Prime Super

Surname	Given names	Title
<input type="text"/>	<input type="text"/>	<input type="text"/>
Member number	Email	
<input type="text"/>	<input type="text"/>	
Date of birth (DD/MM/YYYY)	Mobile number	Phone number
<input type="text"/>	<input type="text"/>	<input type="text"/>

2 Updated details

Surname	Given names	Title
<input type="text"/>	<input type="text"/>	<input type="text"/>
Member number	Email	
<input type="text"/>	<input type="text"/>	
Date of birth (DD/MM/YYYY)	Mobile number	Phone number
<input type="text"/>	<input type="text"/>	<input type="text"/>

To update your information, complete your proof of identity details on the following page.

Return this form to us via by mail or email

mail: Prime Super
Reply Paid 85860
PARRAMATTA NSW 2124
No stamp required

email: administration@primesuper.com.au
visit: primesuper.com.au
call: 1800 675 839

3 Proof of identity

Please provide proof of your identity by either consenting to an electronic identity certification (Option 1), or providing certified, printed copies of identity documents (Option 2).

Option 1 – Electronic verification

I have selected this option and provide the details of my Medicare card, Australian driver licence and/or Australian passport below. I authorise the use of my personal details, including the information below, for the purpose of electronic data verification. I understand that my information will be subject to an information match request from the relevant official record holder. Results of an information match will be provided via the use of third party systems.

Please provide details from TWO of the following sources for electronic identity verification:

1. Medicare card

Full name as appears on my Medicare card

My Medicare number is

Medicare card is valid to:

My reference number on this card

2. Driver Licence

Full name as appears on my Driver Licence

Licence number

State of Licence

Expiry date

Card number

3. Australian passport

My Australian passport number is

Full name as it appears on my Australian passport

Option 2 – Paper copies of certified identity documentation

I have included the appropriate certified documents as proof of identity to update my name or date of birth.

Note: The certification must include the certifier's original signature, printed name, qualification (e.g. police officer), contact number and date. Paper copies of certified identification documents must be posted to us. For more information, see the *Proof of identity requirements* fact sheet at www.primesuper.com.au/member/publications/factsheets/

If my identification documentation has not been certified correctly, I authorise Prime Super to use the information from the documents, in conjunction with the information on this form to verify my identify electronically using independent data sources.

Privacy

I understand that the personal information collected is for purposes outlined in Prime Super's Privacy Statement. The information is only used to administer my fund membership or a related purpose. For more information, see Prime Super's Privacy Statement at <https://www.primesuper.com.au/privacy-statement/> or phone us on 1800 675 839.

Member signature

Date

4 Find my super

If you have ever changed jobs, you may have more than one super account. We can help you find any other super you have so you can roll it into your Prime Super account and pay only one set of fees.

We need your consent to help find your super – please read the following paragraph and tick the box below if you would like us to do so.

I authorise Prime Super to use my personal details, including my Tax File Number, to search for any lost, unclaimed, inactive or active super I may have with other funds or the Australian Taxation Office (as permitted under the Superannuation Industry (Supervision) Act 1993 (Cth) and Regulations). I understand Prime Super will notify me of any lost, unclaimed, inactive and active super found.

Member signature

Date

A Identification documents

Below is an example of how suitable identification documents should be certified.

If a name has changed in marriage for example, the appropriate linking documents must be provided

The licence must be current ie non-expired



An approved certifier must write or stamp:

Certified true copy

R Murray

Mr Rob Murray
 Police Officer
 0412 345 678
 11/3/2012

Note: If address has changed, photocopy the reverse of the licence with a new address sticker featured, and ensure this is also certified.

All pages of all ID documents submitted must be certified.

Providing your card number

Adjacent is an example of where you can find your card number on your Driver Licence.

Card number



Note: Driver Licence are different for each state. If you are having trouble finding your card number, please contact us.