

Individual insurance transfer

Use this form if you are a current member or joining smartMonday DIRECT or smartMonday PRIME (collectively referred to as 'the fund') as a new member and you wish to transfer your current insurance cover with another retail insurer or superannuation fund. Refer to the Product Disclosure Statement (PDS) for information on conditions and the costs of insurance.

If the insurer accepts your application you will be allocated the same level of cover provided to you by your former fund subject to the underwriting terms provided by the previous insurer, including premium loadings, restrictions, exclusions or any other limitations imposed on the previous cover.

Important information

If you have any questions, please call us on **1300 880 588** or email enquiries@smartMonday.com.au

For more information go to our website smartMonday.com.au

AIA agrees to provide individual transfer terms for Death/Total and permanent disablement cover (TPD) and income protection cover on the following basis:

- The cover in the 'former' fund (former fund refers to the Australian or New Zealand fund which you intend leaving) or 'insurance policy' (insurance policy refers to any external Australian or New Zealand retail insurance arrangement you might intend transferring from) ceases on acceptance of cover in smartMonday DIRECT or smartMonday PRIME.
- You provide a copy of an up-to-date statement, letter or email produced by the former fund/insurer dated within the last 30 days, as evidence of cover currently held with the former fund/insurance policy.
- You do not continue the cover under another insurance arrangement.
- You have not previously been declined cover by AIA Australia ('the insurer') or any other insurer.
- You have not received nor are eligible for a TPD benefit from another fund or insurance arrangement.
- You are not terminally ill with a life expectancy of less than 24 months.
- You are Gainfully Employed and/or are physically capable of undertaking Gainful Employment for at least 35 hours per week.
- You must be under the age of 65 at the date of. New Events cover will apply for 2 years for all cover if you are 55 or older, or for death and TPD cover if you are under 55. This limitation will continue until you satisfy the At Work requirement (see section 3.1) for 30 consecutive days following the end of the 2 year period.
- If you wish to transfer income protection (IP) cover, you must be working at the date of the application.
- You must meet the eligibility criteria for cover as set out in the relevant PDS.
- Your replacement cover will not commence in the fund until the later of:
 - ↳ the insurer accepting your application for cover and
 - ↳ your cover with the former fund/insurance policy being cancelled.'
- You complete this *Individual insurance transfer* to the insurer's satisfaction.
- The level of cover provided to you will be the level of cover held in the former fund/insurance policy and only where the previous insurer's acceptance terms were less than or equal to +50% extra mortality or one exclusion.
- If an exclusion is transferred from a former fund/insurance policy, the exclusion wording of smartMonday DIRECT or PRIME fund will apply.
- The maximum amount of cover that can be transferred is:
 - ↳ \$2 million for death
 - ↳ \$2 million for TPD
 - ↳ \$20,000 per month for income protection (if transferring multiple policies, please complete a separate form for each policy).

Send your completed form to: smartMonday, Reply Paid 1949, Wollongong DC, NSW 2500 (no stamp required).

smartMonday is the business name of the Aon Master Trust ABN 68 964 712 340 (the fund) which has been registered by Aon Hewitt Limited ABN 48 002 288 646 AFSL 236667 as sponsor of the fund. The Trustee of the fund is Equity Trustees Superannuation Limited ABN 50 055 641 757 AFSL 229757 RSE Licence L0001458. smartMonday PRIME, smartMonday DIRECT and smartMonday PENSION products are part of the fund.

- The above limits are subject to the maximum amount of cover that can be applied for each benefit. This means that following the transfer your total insurance cover (ie transferred amount **plus** insurance currently held with the fund) cannot exceed the maximum cover amounts provided by the fund for each benefit. In the event that the total insurance cover does exceed the maximum amount, the transferred cover may be restricted to the maximum cover amount. Refer to the relevant PDS for further details.
- For income protection, the waiting period (WP) and benefit period (BP) will be matched to the fund's offer. If the current WP is different, your WP will be rounded up to the next longest WP offered by the fund, ie a 45 day WP will be rounded up to a 60 day WP. For BP, you will receive the equivalent of your current BP, or if not available, the lesser BP offered in the fund.
- Occupational classifications will be based on the classifications used by the fund.
- Ratings and premiums may change to adapt to the fund's ratings and premiums.

Your details

Please select the appropriate option below.

smartMonday DIRECT – you are an individual member

smartMonday PRIME – you are a member of an employer-sponsored plan

Employer name

Member number (for current members)

Date joined smartMonday (DD/MM/YYYY)

Title

Given names

Surname

Date of birth (DD/MM/YYYY)

Sex (M or F)

Telephone

Mobile

Email

Postal address

Suburb

State

Postcode

Occupation*

Industry

* Some occupations may be uninsurable and the application to transfer insurance may be declined. Please refer to the latest smartMonday *Occupation ratings* guide on the website for details.

Your former fund or insurer's details

You should check with your former fund or insurer for information about your benefits in that previous fund or insurance policy including information on exit, transfer, withdrawal and other fees, any insurance cover you may have, and the availability of investment options. You should do this so that you fully understand the effects of transferring your benefits.

Please select the appropriate option below.

I am transferring my insurance cover from a super fund

I am transferring my insurance cover from an insurer

Member account or policy number

Fund or insurer's name

Fund or insurer's phone

Fund or insurer's email

Name of employer (if applicable)

Industry (if applicable)

Your personal statement and confirmation of requirements

Confirmation

3.1 I confirm the following statements are true and correct and agree to abide by the requirements below:

- I will cancel my existing insurance cover under my former fund/insurance policy.
- I will not be transferring the cover under my former fund/insurance policy to any other division or section of the former fund or to any other fund, other than the smartMonday DIRECT or PRIME.
- I will not effect a continuation option, or subsequently reinstate cover within the former fund or with the former insurer or any other divisions or associated fund of the former fund or any other retail insurance arrangement.
- For Death and/or Total and Permanent Disablement (TPD) cover, I confirm I am capable of working 35 hours per week and accept the New Events Cover restriction¹.
- For Income Protection cover, I confirm that I am currently At Work² and capable of working 35 hours per week.

¹ New Events Cover restriction will apply for twenty-four (24) months and until you are At Work for thirty (30) consecutive days after the twenty-four (24) month period, from which time the New Events Cover restriction will no longer apply. New Events Cover means you are only covered for claims arising directly or indirectly from a Sickness which became apparent or an Injury which occurred on or after the date your cover commenced or most recently recommenced under this Supplementary Policy (whichever is later).

² At Work means you are actively performing all of your normal duties, without limitation or restriction due to injury or sickness, and are working normal hours on the date of application and are not restricted by injury or sickness from being capable of actively performing all of your normal duties on a full-time basis for at least 35 hours per week even though actual employment may be on a full-time, part-time, casual or contract basis; and you are not in receipt of, or entitled to claim any income support benefits from any source including but not limited to workers compensation benefits, statutory transport accident benefits and disability income benefits. You will be considered to be At Work if on the application date you are on employer approved leave for reasons other than injury or sickness and not taking into account the leave and are able to meet the At Work definition.

3.2 Have you been paid, or are you eligible to be paid, or have you lodged a claim for a TPD benefit with smartMonday, another superannuation fund or life insurance policy?

Yes

No

3.3 Have you been diagnosed with an illness that reduces your life expectancy to less than 24 months from today?

Yes No

If you answered 'Yes' to any of the above questions (3.2 or 3.3) you will not be eligible to transfer your insurance cover. You are not required to complete the remainder of this form.

3.4 Is your cover under the former fund/insurance policy subject to any premium loadings and/or exclusions including but not limited to pre-existing conditions, exclusions, or restrictions in regards to medical or other conditions?

Yes – *If you answered 'Yes' please provide details of the premium loadings, exclusions and/or restrictions, including a copy of the advice you received from the insurer or former fund advising you of the acceptance of your cover subject to these additional terms.*

No

If any of your benefits from your former fund or insurer, had more than one exclusion, or had a loading of more than +50% extra mortality, then cover for that benefit cannot be transferred to the fund.

Death and total permanent disablement (TPD) cover

3.5 I confirm that my current level of cover under the former fund/insurance policy is:

Death cover \$ (maximum amount you can transfer is \$2 million)

TPD cover \$ (maximum amount you can transfer is \$2 million)

You must obtain and attach an up to date statement (such as an acceptance certificate, letter or email) from your former fund/insurer confirming the type and level of cover, or any loadings or exclusions currently held with them. All written evidence must be produced and dated within the last 30 days.

I understand that the transfer of my current cover, once accepted by the insurer, will be subject to the terms and conditions of the fund's insurance arrangements with the insurer.

Income protection insurance cover

To be eligible for income protection cover you must be permanently employed and working at least 15 hours per week. Please mark the type of income protection cover below that you had in your former fund/insurance policy.

Indemnity cover

Agreed Value cover* – This option is only available to smartMonday DIRECT members. An additional premium will be applied to your cover.

* For agreed value income protection, you will be required to provide written proof from your former fund or insurer that you were financially underwritten as part of your application for the agreed value benefit. All written evidence, must be produced and dated within the last 30 days. If this can not be provided, we encourage you to attach evidence of your income with this form.

Otherwise, in the event of a claim for an agreed value benefit, we will require proof of income at the date of claim. If this amount is less than the amount stated on your acceptance certificate from your former fund or insurance policy, we may require financial proof of income from the start date of your former insurance policy.

Income protection cover per month \$
(maximum amount of cover you can transfer is \$20,000 per month)

Current benefit period (days) *(please complete)*

Current waiting period (days) *(please complete)*

I understand that the transfer of my current cover, once accepted by the insurer, will be subject to the terms and conditions of the fund's insurance arrangements with the insurer and that my benefit period and waiting period will be matched to the fund's offer where applicable.

You must obtain and attach an up to date statement (such as an acceptance certificate, letter or email) from your former fund/insurer confirming the type and level of cover, or any loadings or exclusions currently held with them.

Declaration and authorisation

Duty of disclosure

Before you become covered by the insurer, you need to disclose to the insurer anything that you know, or could reasonably be expected to know, may affect the insurer's decision to insure you and on what terms. You also need to do so before you extend, vary or reinstate your insurance cover. You owe the insurer a statutory duty of disclosure under the Insurance Contracts Act 1984 (Cth). If you fail to disclose these things to the insurer, this may be treated as a failure to comply with this statutory duty. The insurer may then have the rights described below. You do not need to tell the insurer anything that reduces the insurer's risk, is common knowledge, the insurer knows or should know as an insurer, or the insurer waives your duty to tell it about.

The insurer has a number of rights in the event of non-disclosure. In exercising these rights, the insurer may consider whether different types of cover can constitute separate contracts of life insurance. If they do, the insurer may apply the following rights separately to each type of cover. The rights are as follows:

- If you do not tell the insurer anything you are required to, and the insurer would not have provided the insurance if you had told them, the insurer may avoid the contract within 3 years of entering into it.
- If the insurer chooses not to avoid the contract, the insurer may, at any time, reduce the amount of insurance provided. This would be worked out using a formula that takes into account the premium that would have been payable if you had told the insurer everything you should have. However, if the contract provides cover on death, the insurer may only exercise this right within 3 years of entering into the contract.
- If the insurer chooses not to avoid the contract or reduce the amount of insurance provided, the insurer may, at any time vary the contract in a way that places the insurer in the same position they would have been in if you had told the insurer everything you should have. However, this right does not apply if the contract provides cover on death.
- If the failure to tell the insurer is fraudulent, the insurer may refuse to pay a claim and treat the contract as if it never existed.

Economic or trade sanctions

If you have a trade or economic sanction placed against you then you will not be eligible for insurance cover and would not be paid out on any claim received on or after that date. The insurer could be exposed to penalties or restrictions if cover was provided to a sanctioned person.

Aon

Aon is committed to protecting your personal information in accordance with the Australian Privacy Principles under the Privacy Act 1988 (Cth). We collect, use and disclose personal information to offer, promote, provide, manage and administer the many financial services and products we and our group of companies are involved in as set out in the [Aon Privacy Notice](#). In order to do this, we may also share your information with other persons or entities who assist us in providing or promoting our services as set out in the Aon Privacy Notice.

Further information about our privacy practices can be located in the [Aon Australia Group Privacy Policy Statement](#) which can be viewed on our website at smartMonday.com.au or a copy can be sent to you on request by your Aon representative. You may also gain access to your personal information, or modify your privacy preferences, by contacting your Aon representative or our Privacy Officer through the means set out in the [Aon Privacy Notice](#).

AIA Australia

Your privacy is important to AIA Australia. By becoming a member, or otherwise interacting or continuing your relationship with AIA Australia directly or via a representative or intermediary, you confirm that you agree and consent to the collection, use (including holding and storage), disclosure and handling of personal and sensitive information ("Personal Information") in the manner described in the AIA Australia Privacy Policy on AIA Australia's website as updated from time to time. AIA Australia's current Privacy Policy is available at www.aia.com.au or by calling 1800 333 613. In summary, for the purposes set out in AIA Australia's Privacy Policy (including for the purposes of administering, assessing or processing your insurance or any claim) AIA Australia may:

- collect Personal Information from you, including from application forms or other information submitted in respect of your insurance, or when interacting with you (including online);
- collect your Personal Information from, and provide to, third parties in Australia and overseas, such as your representatives (including your financial adviser), the trustee and administrator of a superannuation fund, employers, health professionals, reinsurers, government agencies, service providers and affiliates;
- be required or authorised to collect your Personal Information under various laws including insurance, taxation, financial services and other laws set out in AIA Australia's Privacy Policy; and
- disclose Personal Information to third parties which may be located in Australia, South Africa, the US, the United Kingdom, Europe, Asia and other countries including those set out in AIA Australia's Privacy Policy and you acknowledge that Australian Privacy Principle 8.1 (which relates to cross-border disclosures) will not apply to the disclosure, AIA Australia will not be accountable for those overseas parties under the Privacy Act and you may not be able to seek redress under the Privacy Act.

If you do not provide the required Personal Information, AIA Australia may not be able to provide insurance or other services to you. Information about how to access or correct your Personal Information held by AIA Australia or lodge a privacy-related complaint is set out in AIA Australia's Privacy Policy. The most recent version of the AIA Australia Privacy Policy at www.aia.com.au applies to and supersedes all previous Privacy Policies and/or Privacy Statements and privacy summaries that you may receive or access.



General declarations

I declare that:

- I understand that if I do not fully complete, sign and date this *Individual Insurance Transfer*, I will not be eligible to transfer my current cover
- I understand that if the insurer accepts my application, my current amount of cover as at the transfer date under my former fund will be replaced in my smartMonday DIRECT or smartMonday PRIME but subject to the applicable transfer limits set out on page 1
- I understand that following the transfer my total insurance cover (ie transferred amount **plus** my insurance currently held in the fund) cannot exceed the maximum cover amounts for each benefit (as set out in the PDS), otherwise my transferred cover may be restricted to the maximum cover amount
- I understand that my replacement cover will not commence in the fund until the later of:
 - ↳ the insurer accepting my application and
 - ↳ cancellation of my insurance cover under my former fund/insurance policy
- I understand that the fund or the insurer may undertake appropriate enquiries and investigations to verify the answers I have provided
- I understand that the fund or the insurer may investigate whether any premium loadings, restrictions and exclusions may have applied in the former fund/insurance policy
- I understand the insurer has the ability to approve or decline my application subject to the underwriting outcome of another separate application I've made with the insurer, if it is being reviewed simultaneously
- I agree to provide the fund or the insurer with access to the health and/or financial evidence I provided to any former fund or former insurer in an application for the cover. Any non-disclosure to a former fund or former insurer may be acted upon by Aon or the insurer
- I understand, should it become apparent to Aon or the insurer that I have not responded truthfully or satisfied the requirements that I confirmed above, then any insured benefit that may be payable to me, my beneficiaries or my estate by the fund may be reduced by the insured amount paid or payable by my former fund; an associated section or division of the former fund, or any other fund, or retail insurance arrangement, or any policy issued under any option that I exercised, as a consequence of my failure to abide by these conditions
- the information contained in this *Individual Insurance Transfer* (whether written in my hand or not) is true and correct and that no information material to this application has been withheld
- I understand that if the insurer accepts my application, the terms and conditions as outlined in the applicable smartMonday DIRECT or smartMonday PRIME PDS and insurer's policy document will apply, and the terms and conditions of my former fund and/or my former insurer will cease to apply
- I have read the *Duty of Disclosure* notice and understand it. I also understand that my duty to disclose continues after I have completed this application until the insurer has accepted the risk
- I have read the *Aon Privacy Notice* and the *AIA Australia Limited Privacy Policy* and consent to my personal and sensitive information being handled in accordance with the *Aon Privacy Notice* and *AIA Australia Limited Privacy Statement*
- If I am disclosing personal information about another person, I have obtained their consent to disclose their personal information to Aon and the insurer and I have made them aware that Aon or the insurer may disclose their information to third parties that are reasonably necessary to assist in the provision of the relevant services or products. If I have not obtained the consent of the other person, I will inform Aon or the insurer of such.

Signature

Date (DD/MM/YYYY)

Adviser authority

If you have appointed an adviser, and wish for information regarding this application to be released to them, please arrange for your adviser to complete this section.

Aon Adviser code

Adviser name

AIA adviser code