Pension Commutation Request

The trustees of the superannuation fund request to commute a pension for the member from the pension details below.

The trustees instruct you to prepare the appropriate documentation for the pension commutation.

Fund and member details

Superannuation Fund Name

Member Name (pension recipient)

Pension Commutation Details

Pension Commutation Date:

Payment Type: Cash Lump Sum   Payment to Accumulation

Type of pension being commuted: Non-retirement pension   Retirement pension

Payment Amount:

    Full Commutation (entire balance)

    Partial commutation; please specify the amount $

        For multiple pension accounts, specify the order of commutation:

            Lowest to highest tax-free percentage

            Oldest to newest pension

            Specific order of priority

Pension Account	Tax Free %

Have you met the minimum pro-rata pension payment?

        Yes   No   Not applicable (if commutation date is 1 July)

Full commutation – the amount paid must be at least the pro rata of the minimum annual payment amount.
Partial commutation – The trustee will need to ensure that they have already satisfied the minimum requirements, or that sufficient assets remain to meet the minimum pension payment standards for that year, based on the original value of that income stream.

Trustee 1:   Trustee 2:

Signed: Date: Signed: Date:

Trustee 3:   Trustee 4:

Signed: Date: Signed: Date:

Trustee 5:   Trustee 6:

Signed: Date: Signed: Date:

or

Adviser Authority

Adviser:

Signed: Date: