

Pension Checklist - Due Diligence

Spoke To:		Time:	
Financial Adviser		Date:	
Client Name:		Date of Birth:	

Pension Details			
Full Product name (incl. divisions)		USI:	
Account Number:		ABN:	
Purchase Date:		*If purchased before 01/01/2015 , pension may be grandfathered	
Type of Pension:	Account Based TTR	Annuity Defined Benefit	Please go to bottom of page for grandfathered pensions

Commencement Date

Did the pension commence before 01/01/2017?	Yes	No	Transfer Balance Cap
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Original Purchase price

Tax Free Component	%		
Taxable Component	Taxed Amount	\$	
	Untaxed Amount	\$	

Current Nominated Pension Payment	Payment Frequency
Minimum Pension payment	

Preservation Status:	Preserved	%	\$
	Restricted Non-Preserved	%	\$
	Unrestricted Non-Preserved	%	\$

Beneficiaries :	Yes	No	Name:	%	
			Name:	%	
	Type of Nomination:	None	Binding	Name:	%
		Lapsing	Non-binding	Name:	%
		Non-lapsing			
Reversionary					

Grandfathered Pensions			
Any commutations?	No	Yes	→
Original Relevant Number			
*Centrelink Deductible Amount			

Date	Amount
Date	Amount
Date	Amount
Date	Amount
Date	Amount

* Requires manual calculation: C'link Deduct. Amt = (Original Purchase Price - Total Commutations) / Original Relevant Number

Notes:

Platform	
Type of Fee:	
Financial Adviser Service Fee	\$
Product Commissions	\$
MLC MKey Investment Prot. Fees	\$
Fee Rebates	\$
*Admin Fees	
*MER Fees	
Other Fees	\$

* Admin and MER fees are calculated on XPLAN for listed super funds. Corporate super funds are not listed on XPLAN.

Underlying Investment Details		
Underlying Investment Details Included in report?	Yes	No
APIR Code:	Units:	
APIR Code:	Units:	
APIR Code:	Units:	
APIR Code:	Units:	
APIR Code:	Units:	
Investment Notes:		

Notes
Notes:

Requested Reports
Portfolio Valuation/Portfolio Snapshot
Centrelink Pension Schedule
Client Details Report
Detailed Transaction Since inception
Other
Report Password

Note: Each supplier has different reports, the first 4 mentioned above are relatively standard across the industry and the information on those reports will fill out approximately 75% of this checklist.

* Please write NIL or N/A respectively for fields that have \$0 balances or not applicable.