

Understanding your Cash Account and standing instructions

Your super or pension account gives you full control on how your contributions are invested. By understanding how your Cash Account works, you can tailor your standing instructions to suit your needs.

Your Cash Account is used to process cash transactions and any fees and charges deducted from your account, giving you greater visibility. Your standing instructions outline how you would purchase or redeem investments, invest your income distributions and top-up your Cash Account to meet the minimum requirements.

Standing instructions

Deposit instruction

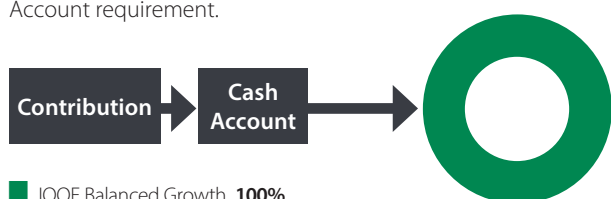
Your deposit instruction tells us how you would like your super to be invested and will include:

- the managed investment(s) you wish to invest in for each contribution;
- the percentage of your contribution that you want to invest in each managed investment; and
- the percentage you would like allocated to your Cash Account (which must be at least 1% if you are a Choice member).

Please note, term deposits and listed investments cannot form part of your deposit instruction. To invest in these options, you need to make an investment switch.

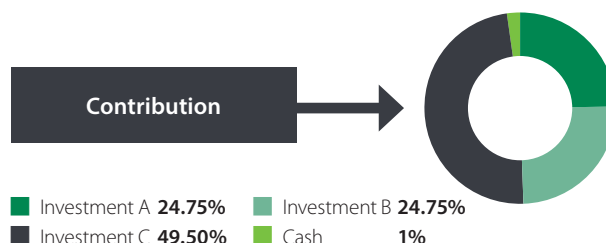
Example of a deposit instruction for a MySuper member

Your deposit instruction is automatically set to invest 100% into the IOOF Balanced Growth. There is no minimum Cash Account requirement.



Example of a deposit instruction for a Choice member

New deposit instruction	
Investment A	24.75%
Investment B	24.75%
Investment C	49.50%
Cash Account	1%



Income

Income distributions for MySuper members

The IOOF Balanced Growth doesn't provide distributions.

Income distributions for Choice members

Income distributions received from your managed fund options are automatically credited to your Cash Account. This income can be reinvested using one of the following methods (only one can be selected):

- **Reinvest** – Allows you to automatically reinvest 100% of the income distribution back into the same managed investment that made the income distribution¹; or
- **Retain in your Cash Account** – Allows you to leave all income in your Cash Account to accumulate. Income will remain in your Cash Account until we receive switching instructions from you.

Your income method is set to reinvest unless you advise us otherwise.

Dividends from any shares you hold as well as interest made on your cash account are credited to your Cash Account. Income will remain in your Cash Account until we receive switching instructions from you.

How to modify your standing instructions

To view or amend your standing instructions, log into your account (www.ioofonline.com.au)

Cash Account preferences

Allocation to your Cash Account

There is no Cash Account minimum for MySuper members.

For Choice members, we will maintain a percentage of your account balance in the Cash Account to fund fees and expenses, taxes, pension payments and insurance premiums (where applicable). The default minimum is 1% however, this can be increased to suit your needs.

Alternatively, Choice members can nominate a dollar-based cap amount held in your Cash Account, subject to a \$5,000 minimum.

Top-up

We will review the balance of your Cash Account in the following scenarios:

- at the end of each month (following the deduction of any applicable fees and insurance premiums)
- after tax has been deducted
- after pension payments have been paid (for pension accounts only).

If the balance of your Cash Account is zero or below, we will top it up to the lower of:

- the percentage allocated to the Cash Account (1% or the amount nominated in your deposit instruction); or
- your nominated cap amount.

If we are required to top-up your Cash Account, it will be funded from your managed investments using one of the following methods (only one method can be selected):

- **Pro-rata** – Redeem funds across all managed investments according to the proportion of the portfolio that they represent; or
- **Redemption instruction** – Redeems funds from specified managed investments according to the percentage allocation nominated by you.

Where there are insufficient managed investments to enable top-up of your Cash Account, we will redeem some of your other investments to fund fees, expenses, taxes, pension payments and insurance premiums and to provide the minimum cash requirement. We will redeem investments in the following order:

- listed investments with the highest balance;
- annuity funds with the highest balance; and then
- term deposits with the lowest balance (redeemed in full).

For Choice members your top-up method is set to redemption instruction unless you advise us otherwise.

The normal fees, charges, penalties, and listed investment minimums will apply to these transactions. There may also be capital gains tax implications.

Treatment of tax in your account

We generally deduct tax from your account at the time we need to pay it to the ATO. Accrued tax on contributions will be retained in your Cash Account and the remainder will be invested as per your deposit instruction.

If you have any questions, please speak with your financial adviser, or call our Client Services Team on 1800 333 500.

¹ Where we have suspended or stopped investments in a managed investment or where a managed investment is redeemed in full (except where a managed investment is no longer held due to the requirement to top up your Cash Account) income from that managed investment will be retained in your Cash Account.