



# SuperSite™ Registration and Payment Authorisation for employers

## 1. Business details

HIP Super Employer number

If you currently participate in the Fund, please provide your employer number to ensure correct identification.

Business name

Company name (Use full company name and not abbreviations)

ABN / ACN

Registered address

State

Postcode

## 2. Contact details

Postal address (if different from above)

State

Postcode

### Contact Names for superannuation enquiries

#### Primary Contact:

Name

Position

Telephone

Facsimile

Mobile

Email

#### Secondary Contact:

Name

Position

Telephone

Facsimile

Mobile

Email

## 3. Contribution payment methods – your options

After submitting your SuperSite™ Contribution Advice on the Internet, you can choose from one of four flexible payment options. If you select BPAY® or POSTbillpay™, there is no need to complete any additional forms.

**BPAY®** – make contribution payments through your financial institution, either via their website or their phone banking service, using your preferred bank account, excluding credit cards;

**POSTbillpay™** – contribution payments can be made through Australia Post, via their website, over the phone or at your local Australia Post branch using cash, cheque or your EFTPOS card for your preferred account, excluding credit cards;

**Direct Debit** – submit your completed Contribution Advice, and it will automatically trigger the correct deduction from your bank account; or

**EFT** – after registering, you can transfer the contributions electronically from your nominated bank account directly into the Fund's account. Payment options, BPAY® and POSTbillpay™, are automatically available when your SuperSite™ registration is processed.

If you wish to pay by Direct Debit or EFT, you will need to request and complete an application for Direct Debit or EFT. You can register for these at any time by contacting our Fund Administrator for the necessary forms.

Please tick the appropriate box if you have attached a Direct Debit or EFT application to this registration.

Direct Debit

EFT

#### 4. Password

For your added security, we ask that you nominate a password of up to ten letters for identification purposes. You will need to quote your password to our Customer Service Operator when making telephone requests about your contribution advice or payments. Please record this password, as we will not confirm it in writing.

Password

#### 5. Reminders

We may send you an e-mail reminder to advise that your Contribution Advice is due.

#### 6. Authorisation

Signature

Date

Name (please print)

Company position



**Please return this completed Application to:**

HIP Super Administration  
 Locked Bag 23  
 Haymarket NSW 1236

#### Offices of HIP Super Administration

<b>Victoria</b> Level 2 Casselden Place 2 Lonsdale Street Melbourne	<b>New South Wales</b> Level 5 477 Pitt Street Sydney NSW 2000	<b>ACT</b> Unit 6 Ground Floor 33 Allara Street Canberra	<b>Western Australia</b> 2nd Floor 88 Colin Street West Perth	<b>South Australia</b> Level 2 104 Frome Street Adelaide	<b>Queensland</b> 1st Floor 135 Wickham Terrace Spring Hill	<b>Tasmania</b> Level 2 119 Macquarie Street Hobart	<b>Northern Territory</b> c/- Level 2 104 Frome Street Adelaide
<b>Phone: 1300 654 099    Fax: (02) 9375 7878    Web: <a href="http://www.hipsuper.com.au">www.hipsuper.com.au</a></b>							