



# THE ARC MASTER TRUST INVESTMENT SWITCH FORM

TOWER Australian Superannuation Limited  
RSE Licence L0000642 ABN 69 003 059 407 AFSL No. 237851  
TOWER Master Fund RSE Registration R1000894

The ARC Corporate Plan       The ARC Personal Plan       ARC Allocated Pension

## 1. PERSONAL DETAILS

<b>MEMBER NUMBER</b>	<input type="text"/>			
<b>NAME</b>	Title	<input type="text"/>	Surname	<input type="text"/>
	Given names	<input type="text"/>		
<b>DATE OF BIRTH</b>	<input type="text" value=" / /"/>			
<b>ADDRESS</b> (on file)	Street address / PO Box	<input type="text"/>		
	Suburb	<input type="text"/>	State	<input type="text"/>
	Postcode	<input type="text"/>		
<b>CONTACT DETAILS</b>	Home phone	<input type="text" value="( )"/>		
	Business phone	<input type="text" value="( )"/>		
	Mobile	<input type="text"/>		
	Email	<input type="text"/>		

## 2. INVESTMENT SELECTION

### Switch instructions

- Please apply all future contributions and switch my existing account balance to the following investment options in the allocation as nominated in **column A**.
- Please only switch my existing account balance to the following investment options in the allocation as nominated in **column A**.
- Please only apply future contributions to the following investment options in the allocation as nominated in **column A**.

### Pension payment instructions (for ARC Allocated Pension Members)

- Please pay my pension from the following investment options in the allocation as nominated in **column B**.
- Please continue to pay my pension from the investment options in the allocation previously nominated.

Investment option	Asset class	Risk-return profile	Column A Amount to switch (\$ or %)	Column B Pension payments (\$ or %)	Code (TOWER use only)	
					SAS	SSS
TOWER Australia Cash	Cash	Defensive			CF	YF
TOWER Australia Fixed Interest	Fixed interest				RZ	SA
Legg Mason Australian Bond Trust					SB	SC
UBS Diversified Fixed Income					ZG	YR
TOWER Australia Capital Assured	Diversified	Capital Guaranteed			CA	CA
TOWER Australia Security Focus		Conservative			RA	RB
TOWER Australia Conservative Balanced					ZC	YH
TOWER Australia Balanced Growth		Moderate			RE	RF
TOWER Australia Growth Maximiser		Growth			RN	RP

Investment option	Asset class	Risk-return profile	Column A Amount to switch and/or allocate future contributions (\$ or %)	Column B Pension payments (\$ or %)	Code (TOWER use only)	
					SAS	SSS
BT Wholesale Property Investment	Property	High Growth			WR	WS
RREEF Paladin Property Securities					WP	WQ
TOWER Australia Australian Shares	Australian shares				SF	SG
TOWER Australia Ethical Growth					SH	SJ
Advance Sharemarket Fund – Wholesale Units					SK	SL
Colonial First State Wholesale Imputation					SM	SN
Eley Griffiths Group Small Companies		High Growth			ZL	YD
Investors Mutual Australian Share					ZN	YX
IOOF/Perennial Value Shares Trust				SS	ST	
Perpetual's Wholesale Industrial				SZ	WA	
Schroder Wholesale Australian Equity				WB	WC	
Vanguard Australian Shares Index				ZJ	YT	
TOWER Australia International Shares	International shares			ZS	YK	
Credit Suisse Asset Management International Shares				ZQ	YB	
Perpetual's Wholesale International Share				WK	WL	
Platinum International				WM	WN	
Vanguard International Shares Index				ZU	YV	

### 3. PRIVACY

#### Your privacy is important to us

TOWER's Privacy Policy explains our approach to managing your personal information. In this Privacy Policy, references to 'TOWER', 'we' and 'our' refer to TOWER Australia Limited (ABN 70 050 109 450, AFSL No. 237848) and its bodies corporate.

#### Collection, use and disclosure of personal information

As a financial services company, TOWER collects personal information about you to provide you with the products and services you request. In most instances, we collect your personal information from you when you complete an application form or Personal Statement Form, but we may also collect information from you which you provide in writing or over the telephone or internet.

In some situations, we may also collect your personal information from a third party, such as your employer, your or your employer's Financial Adviser, health professional, accountant or another organisation with whom we have an arrangement for the promotion and sale of products offered or distributed by us. Where we are unable to obtain all of your personal information we require, we may decline your application.

TOWER discloses your personal information to a number of its related entities which assist us in providing you with products or services. TOWER also has a New Zealand parent company and may share some personal information about its customers with that company. New Zealand has privacy legislation in place that is similar to Australia's legislation. TOWER's New Zealand parent company complies with the New Zealand legislation.

TOWER may disclose some of your personal information (excluding health information) to external organisations who assist us in administering the products and services we provide to you. This may include, for example, your employer, mailing houses, your or your employer's Financial Adviser, health professional or accountant.

We may also disclose your personal information (including health information) to other bodies such as the insurer, reinsurers, health professionals, investigators, the fund administrator, lawyers, and external complaints resolution bodies.

Like other financial services companies, there are situations where TOWER may also disclose your personal information in circumstances where it is:

- required by law, such as to the Australian Tax Office
- authorised by law, such as where we are obliged to disclose information in the public interest.

We may also use personal information held about you to keep you informed of new products, services or special arrangements, or to conduct marketing activities. We may disclose some personal information about you to our service providers for this purpose.

#### Accuracy

TOWER relies on the accuracy of the information you provide. If you think that we hold information about you that is incorrect, please contact one of our Customer Service Consultants. If for any reason we decline a request to update your information, we will provide you with details of those reasons.

#### Access

Under the National Privacy Principles, you are generally entitled to access the personal information we hold about you. If you wish to access that information, you will need to complete an ARC Master Trust Request to Access Privacy Information Form – this enables us to confirm your identity for security reasons, and to protect your personal information from being sought by a person other than yourself.

A copy of the ARC Master Trust Request to Access Privacy Information Form can be obtained at [www.arcmt.com.au](http://www.arcmt.com.au) or by calling one of our Customer Service Consultants. If you would like to obtain further information about how we manage a request for access to personal information or how we manage your information, please contact the TOWER Privacy Officer at the address shown below.

TOWER Privacy Officer  
ARC Master Trust  
PO Box 142  
Milsons Point NSW 1565

## 4. MEMBER DECLARATION

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Please read the following acknowledgements and declarations carefully and sign at the bottom of this section.

By signing this Form, I:

- acknowledge that this switch arrangement will apply as per my instructions in section 2.
- declare that the details given on this Form are true and correct.
- confirm I have read and understood Part 1 and Part 2 of the Product Disclosure Statement relating to my account (available from [www.arcmt.com.au](http://www.arcmt.com.au) or by calling one of our Customer Service Consultants) before completing and returning this Form.
- have read and understood the privacy information in section 3 of this Form which sets out important details of how TOWER may use my personal information.

Member signature

X

Date

/ /

## 5. CONTACT US

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For Members of the ARC Corporate Plan and ARC Personal Plan

**TOWER Customer Service Consultants**

Call 1800 101 014  
Monday to Friday  
8:30am – 5:30pm (EST)

Fax 1800 817 340  
[arcmt@au.towerlimited.com](mailto:arcmt@au.towerlimited.com)

ARC Master Trust  
PO Box 142  
Milsons Point NSW 1565  
[www.arcmt.com.au](http://www.arcmt.com.au)

For Members of ARC Allocated Pension

**TOWER Customer Service Consultants**

Call 1800 226 364  
Monday to Friday  
8:30am – 6:00pm (EST)

Fax 1800 817 340  
[arcmt@au.towerlimited.com](mailto:arcmt@au.towerlimited.com)

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