

Macquarie **Fixed** Pension Plan

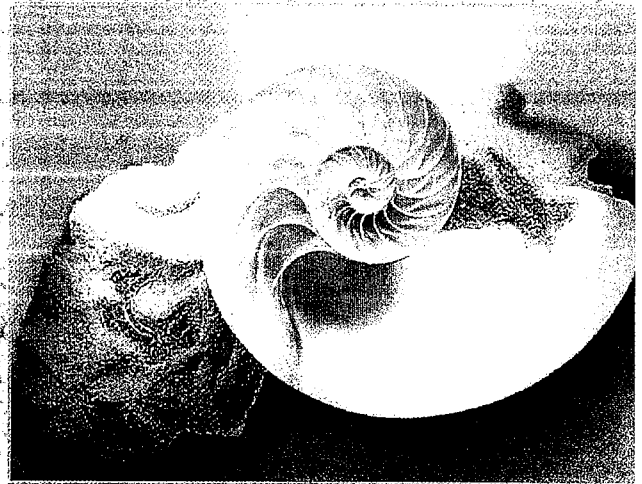
(part of the Macquarie ADF Superannuation Fund)

KEY FEATURES STATEMENT AND FUND INFORMATION BROCHURE
For rollover investors seeking the security of a fixed pension.



Macquarie Investment Management
Limited ACN 002 867 003 is a member
of the Investment Funds Association
of Australia Limited.

I F A



This document contains a Key Features Statement, an important document which describes the main features of the superannuation product that is being offered. The trustee of the fund is Macquarie Investment Management Limited of 20 Bond Street, Sydney. Tel: 1800 806 310. Fax: (02) 9237 3729.

This brochure dated 20 August 1997, issue number 1, expires on 19 August 1998.

Investments in the fund are not deposits with or other liabilities of Macquarie Bank Limited ACN 008 583 542 or of any Macquarie Bank Group company and are subject to investment risk, including possible delays in repayment and loss of income or principal invested. Neither Macquarie Bank Limited, Macquarie Investment Management Limited, Macquarie Life Limited ACN 003 963 773 nor any other member company of the Macquarie Bank Group guarantees the performance of the fund or the repayment of capital from the fund.

This brochure is dated 20 August 1997 and remains in force until 19 August 1998 or earlier if the trustee withdraws it from circulation.

In the event of a material alteration occurring in any of the information contained herein, this brochure will be amended or withdrawn from circulation. Applications will only be accepted on an application form contained in this brochure.



Contents

Key features statement	2	Benefits	2
How the plan is managed	7	Charges	3
Other important information	8	Contributions	2
		Cooling-off period	4
Application form	11	Commission	4
Annuity and superannuation pension declaration	13	Complaints resolution	4
		Complying fund	7
		Death	6
		Directory	Inside back cover
		Eligibility	6
		Fees	3
		InvestmentLink	9
		Investment strategy	3
		Minimum rollover	2
		RCV	3
		Reporting	5
		SafetyNet ERF	8
		Social Security	6
		Taxation	4
		Tax File Numbers	8



Key features statement

This key features statement follows requirements set by the Insurance and Superannuation Commission. It will help you to:

- decide whether this product will meet your needs; and
- compare this product with others you may be considering.

Important notice

Due to the level of investment returns earned by the plan, the plan's charges and your pension payments, you may get back less than you paid in.

About the Macquarie Fixed Pension Plan

The Macquarie Fixed Pension Plan is part of the Macquarie ADF Superannuation Fund, a superannuation fund established by way of a trust deed. If you wish to know more about the fund, of which this fixed pension plan is a part, the Macquarie ADF Superannuation Fund brochure is available free of charge from any of our offices listed on the inside back cover. Alternatively, if you ring, fax or email us, we can post you a copy of the brochure, also free of charge.

The Macquarie Fixed Pension Plan is a fixed superannuation pension. The pension rate is fixed by the trustee (Macquarie Investment Management Limited) at 5% of your original investment per year.

You invest in the Macquarie ADF Superannuation Fund, from which you receive regular, fixed pension payments of 5% pa for the term of the pension. The term is one year. You choose whether you want your pension paid monthly or quarterly.

At the end of the term of the Macquarie Fixed Pension Plan you will have the option of transferring to another pension offered by us. Alternatively, you can withdraw. You can make your selection at that time taking into

account the new Government rules (assuming they are enacted).

Please note that you cannot withdraw prior to the end of the term. However, you can convert your whole investment to a complying pension offered through the Macquarie ADF Superannuation Fund.

You should consult your financial adviser for tax and/or Social Security implications before investing in the Macquarie Fixed Pension Plan.

Contributions

Making your first investment in the Macquarie Fixed Pension Plan

This is a superannuation investment. It can be purchased with an Eligible Termination Payment (ETP). These are lump sum payments, usually paid from a superannuation fund or rollover fund. The ETP must be unrestricted and non-preserved, meaning that you can withdraw it from the superannuation system.

Alternatively, if you are already a member of the Macquarie ADF Superannuation Fund any unrestricted and non-preserved benefits you have in the fund can be used to invest in the Macquarie Fixed Pension Plan.

Either way, the minimum purchase price is \$10,000.

You can invest by lodging a completed and signed application form from the back of this brochure, together with any other relevant documentation if required.

Benefits

You receive regular fixed pension payments monthly or quarterly. The total payments for the full year will equal 5% of your net original investment.

We will directly credit the bank, building society or credit union of your choice, or your Macquarie Cash Management Trust account.

Your entitlement at the end of the term of the pension is called the 'Residual Capital Value' or RCV. We expect that your RCV will be approximately equal to your original investment and will be calculated using the following formula:

RCV = net purchase price PLUS net earnings LESS pension payments received to date LESS the Member Administration Fee.

Where:

Net Purchase price = your initial deposit/ rollover less any applicable statutory taxes and any taxes payable on roll over.

Net earnings = the return from the investments made by Macquarie Life Limited (net of any tax on earnings applicable – these are currently nil) less the fees charged. The fees are:

- a) 1% management fee; and
- b) expenses incurred in operating the plan (like trading costs, accounting costs and administrative record keeping)

The total of these fees will not exceed 1.35% pa for this pension.

Member Administration Fee = \$60 per annum, accrued monthly.

If you die while receiving a fixed pension, your reversionary pensioner or your estate will continue to receive the pension entitlement.

Investment strategy

Macquarie Life holds the underlying assets of the plan. These assets are conservatively managed and consist of a core portfolio of short-term money market securities which are low-risk investments. We also trade fixed interest securities with the aim of enhancing the plan's returns. This style of investment is the same as for other assets held in the Macquarie ADF Superannuation Fund and is suitable for security-conscious investors.

Risk strategy

Your investment in the Macquarie ADF Superannuation Fund is not guaranteed.

Related party transactions

Macquarie Investment Management Limited (MIML) invests the plan in a life policy issued by Macquarie Life Limited. Macquarie Life Limited receives investment advice from MIML. Macquarie Life Limited receives a fee, however it is included in the charges outlined on this page. MIML and Macquarie Life Limited are wholly owned subsidiaries of Macquarie Bank Limited.

MIML advises you that under the law, where MIML invests the fund's money it must deal with the other party to the transaction at arm's length. Either that, or it must ensure that the terms of the transaction are no more favourable to the other party than those which it is reasonable to expect would apply if MIML were dealing with the other party at arm's length in the same circumstances.

Fees

Macquarie Investment Management Limited receives fees. These fees are calculated daily. They are taken into account when we calculate your RCV (please see RCV formula on this page).

Entry fee: NIL

Ongoing management charges

The Macquarie Fixed Pension Plan is a new plan (at the time of writing this brochure). It has not been offered before through the Macquarie ADF Superannuation Fund.

The ongoing management charges (management fee and expense recovery) charged by a fund over a year can be expressed as a percentage of the fund's assets. This figure allows you to compare the management charges of this product with other products.

For details of the ongoing charges in previous years for the other plans within the Macquarie ADF Superannuation Fund please refer to the current brochure.

Key features statement (cont'd)

Exit charges

There are no exit fees for this fund.

What is paid to your adviser?

The adviser selling you this product may receive payment (remuneration) for the sale. Your adviser has to meet his or her expenses from this remuneration, and also relies on it to provide him or her with an income. **Your adviser's remuneration is included in the fees referred to on page 3 (except any remuneration that the adviser charges directly to you as a fee for service).**

The maximum rates are:

initial remuneration: nil.

ongoing remuneration (paid monthly):

– 0.5% in the first year of your investment;

– 0.25% in subsequent years.

is based on your RCV each month.

The maximum commission payable is:

– 0.5% in the first year of your investment;

– 0.25% in subsequent years.

We may also provide financial assistance from our own funds to financial advisers. This is limited to 0.02% pa of the total personal investment funds managed by the Investment Services Group of Macquarie Bank.

Superannuation products distributed by other sales methods may not have similar adviser remuneration costs. However, this does not necessarily mean that the total charges applying to those products will be less.

Taxation

The following tax rules apply:

Investment earnings

Zero tax on earnings within this plan.

Pension payments

- ❑ The pension payments are assessable income.
- ❑ PAYE tax instalments are deducted from pension payments.
- ❑ A 15% rebate may apply to pension payments. The rebate applies if you:

– are age 55 or more; and

– have not exceeded your Reasonable Benefit Limit (RBL) for tax purposes.

It is our understanding that there would be no 'deductible amount'.

Rollovers

No tax applies on rolling over unless your rollover contains an 'untaxed element' (part of the post 1983 component). If so, we are required to deduct tax of 15% on that amount. The Government surcharge may also apply to these amounts.

Lump sum withdrawal tax rates

Please note that you can only make lump sum withdrawals at the end of the term of the pension. There may be tax payable if you make a withdrawal (rather than rolling over to another superannuation product) from the fund at the end of the term of the pension.

This tax information is based on the tax laws and Australian Taxation Office opinions that were current on 15 August 1997.

The laws relating to superannuation investments, including tax laws, are complex. You should seek personal advice which will take into account your particular circumstances. Please consult your financial and/or tax adviser for assistance in calculating your rebate if applicable.

Cooling-off period

If you decide that your investment in the Macquarie Fixed Pension Plan does not suit your needs, you can request to have it cancelled within 14 days from the date the trustee issues your interest in the plan. We will refund your initial after-tax investment, less any pension payments made (if any). However you may need to roll over to another superannuation fund.

Your request to cancel your investment must be in writing.

Complaints resolution

We have procedures in place to properly consider and deal with investors' enquiries and complaints within 90 days after they are made. If you have a complaint you may write to the Complaints Officer of the trustee at one of the addresses listed on the inside back cover of this brochure. If you have any enquiries you can call on 1800 806 310.

If you are not satisfied with the outcome of a complaint after the 90-day period expires, you can then be referred to the Superannuation Complaints Tribunal, an independent body set up by the Commonwealth Government at the following address:

Executive Director
Superannuation Complaints Tribunal
Locked Bag 3060
GPO Melbourne VIC 3001
Telephone 13 1434 (Australia-wide)

Regular reports on your investment

We will provide you with the following information as a member statement at least once a year:

- A statement showing any transactions that have taken place over the period.
- Information on the investment performance of the assets backing the pension.



For investors who want a fixed rate of income for a fixed period

What is a fixed superannuation pension?

A fixed superannuation pension is a pension paid from a superannuation fund, such as the Macquarie ADF Superannuation Fund at a fixed rate. You are paid a fixed amount of pension at a frequency you nominate, ie. monthly or quarterly. At the end of the fixed term of the pension the amount payable to you (the RCV) is calculated using the formula outlined on page 3.

Social Security

In the Department of Social Security's view the capital value of your investment in the Macquarie Fixed Pension Plan is currently exempt from the Assets Test. (The Government has announced that the rules will change 1 July 1998.) The income your Macquarie Fixed Pension Plan pays you however, is assessable both for income tax and Income Test purposes.

Government proposals

In the 1997 Budget the Federal Government announced proposals to change the tax and Social Security laws on superannuation pensions from 1 July 1998.

The Macquarie Fixed Pension Plan may be particularly useful for those who are:

- considering purchasing a 'complying pension' product as announced by the Federal Government, and
- waiting for the Government to introduce the laws which will apply to these products.

Can you invest?

New members

You can commence your pension with a rollover consisting of unrestricted non-preserved amounts at any time.

Your rollover must be received by us directly from your superannuation fund, other rollover fund, your employer or via your financial adviser.

Current members of either the Superannuation/Rollover Plan or the Allocated Pension Plan within the Macquarie ADF Superannuation Plan.

You can commence your superannuation pension by switching your existing unrestricted, non-preserved benefit to this plan or with any unrestricted non-preserved benefits from any other fund.

When will you receive your pension?

You will receive your pension payment (monthly or quarterly) on or before the 15th of the relevant month.

If you choose a monthly pension, your first pension payment will be made the month after your investment. For example, if you invest on 1 September, your first pension payment will be in October.

If you choose a quarterly pension, your first pension payment will be made in the third month after the month you invest. If you choose quarterly payments and invest on 1 September, your first quarterly payment will be made in December.

The payment you receive will be 5% of your net initial investment spread over the number of payments in the 12 month period.

Can you withdraw a lump sum?

No, you cannot withdraw (commute) either in part or in full, until your pension reaches its full term. You can however convert your pension to a complying pension offered by us at the time of conversion.

What happens at the end of the term?

We will notify you in writing, before the end of the term of the investment choices available to you. If we have not received your written instruction by the end of the term your RCV will be reinvested in the Macquarie Fixed Pension Plan for another twelve month term.

What happens on death?

On your application form you can nominate a reversionary pensioner (your spouse or de facto) when you join (or transfer into) the Macquarie Fixed Pension Plan (see Question 6 on the application form on page 12). If you don't nominate a reversionary pensioner and die while a member of the plan, the trustee will continue to pay a pension to your estate.

How the plan is managed

The assets backing the pension are managed in a similar way to the other plans within the Macquarie ADF Superannuation Fund.

Objective

To generate consistently competitive returns from liquid, highly secure short to medium term investments.

Strategy

The assets backing the pension are mainly money market and fixed interest securities of less than one year's maturity. We also invest in longer-dated investments to take advantage of higher yields or the capital gains potential of the bond market.

The performance of the 'short-end' money market portfolio may be enhanced with the use of structured securities (e.g. floating rate notes).

Futures and options

Futures and options can be used:

- as a hedge, i.e. to offset the risk of price variations of securities;
- as an alternative to purchasing the physical security;
- to seek to take advantage of any opportunities for profit which may exist in the market from time to time.

We will not change our investment strategy unless we have first given you reasonable notice.

Valuation of assets

The asset value of the fund will be the amortised cost value of the fund's assets. When using the amortised cost value, interest is spread over the life of the relevant security.

How do you make an investment?

You can only invest by lodging a completed and signed application form(s) from the back of a current brochure, together with any other relevant documentation (if required).

You can mail or deliver your application to any of our offices indicated on the inside back cover or you can send it via your financial adviser.

If we receive your cheque and completed application form prior to 3.30pm Sydney time on a business day, your investment will be accepted and will commence on that day. Applications received after this time will be processed the next business day in Sydney.

After you have invested we will send you a confirmation which will outline the terms of your pension investment.

What transaction taxes are charged?

In general, you pay the usual statutory taxes on deposits and withdrawals. These include Financial Institutions Duty (FID) and Bank Account Debits Tax (BDT).

You do not pay BDT on electronic transfers to bank, building society or credit union accounts.

Queensland deposits do not attract FID.

Is the fund complying?

The trust deed for the fund has been prepared so as to comply with the requirements of the Superannuation Industry (Supervision) Act for superannuation funds.

Other important information

Annual report

The 1996/97 annual report for the Macquarie ADF Superannuation Fund is available free of charge from the trustee. The report contains the financial statements, audit opinion and trustee's statement of the fund as at 30 June 1997. In accordance with superannuation law, the report also contains further information on the management and operation of the fund. If you would like a copy of the most recent report please call our Client Services staff on free call 1800 806 310.

The fund

The activities of the trustee and the fund are regulated by the Insurance and Superannuation Commission (the ISC).

The trust deed

The obligations of the trustee and the rights of the fund members are determined by the trust deed and laws relating to superannuation.

The trust deed and/or superannuation laws cover matters such as restrictions on borrowing by the fund, the effect of bankruptcy of a fund member, circumstances in which benefits could be forfeited.

The trustee has entered into a life policy with Macquarie Life. The confirmation sent to you following investment will confirm the terms of the pension payable to you.

If you require further information, the trust deed and policy documents are available free of charge from the trustee.

As an investor in the fund, you have an interest in all of the assets of the fund. You do not have a right to any particular underlying investments or to participate in the management of the investments.

The assets of all plans available through the fund are legally available to meet the liabilities of other plans in the unlikely event that the assets of that plan are insufficient to meet its liabilities. However, we manage the assets of the fund so that it is very unlikely that this would occur.

Trustee

Whilst it is not intended in the foreseeable future, the trustee may wish to retire or sell its right to act as trustee of the Macquarie ADF Superannuation Fund. If this occurs the trustee will notify you in writing.

Member protection

Unclaimed money

The trustee must pay any 'unclaimed money' to the Australian Taxation Office (ATO) or in some cases, a state revenue authority.

Benefits will be classified as unclaimed money if after reaching Age Pension age your benefit is payable to you and we are unable to find you.

After payment to the ATO or a relevant state revenue authority, we are discharged from any further liability for payment of the benefit.

Lost members

Generally, a member is classified as 'lost' if:

- two items of written communication have been returned as unclaimed mail; or
- address details have never been provided to us.

Lost members with balances less than \$10,000 may be transferred to the SafetyNet Eligible Rollover Fund four months after the end of the half-year in which they became lost. Larger account balances may be retained in the Macquarie ADF Superannuation Fund for a further two years, and then transferred if still classified as lost. During this time, balances will be subject to the member protection rules which limit the amount of fees that can be charged.

SafetyNet Eligible Rollover Fund

The SafetyNet Eligible Rollover Fund is offered by The Over 50's Friendly Society. The Insurance and Superannuation Commission has approved this fund to operate as an eligible rollover fund. The trustee is The Over 50's Friendly Society.

The fund is invested predominantly in bank deposits, government and bank backed fixed interest securities. A capital guarantee is provided by The Over 50's Friendly Society. Once transferred, you will need to contact the Insurance and Superannuation Commission or SafetyNet to obtain access to your funds.

You can contact SafetyNet by phoning 1800 033 262 or by writing to:

Fund Administrator
SafetyNet Eligible Rollover Fund
The Over 50's Friendly Society
379 Collins Street, Melbourne
Victoria 3000.

Tax File Number (TFN) collection conditions

Collection of tax file numbers is authorised by the tax laws, the Superannuation Industry (Supervision) Act 1993 and the Privacy Act 1988. Changes to the tax file number law require trustees to ask you to provide your tax file number to your superannuation fund. By providing it to your fund you will allow your fund trustee to use your tax file number for the purposes contained in the Superannuation Industry (Supervision) Act 1993 and for the purpose of paying eligible termination payments.

The purposes currently authorised include:

- taxing eligible termination payments at concessional rates;

- finding and amalgamating your superannuation benefits where insufficient information is available;

- passing your tax file number to the Australian Taxation Office (ATO) where you receive a benefit or have unclaimed superannuation money after reaching the aged pension age; and

- allowing the trustee of your superannuation fund to provide your tax file number to a superannuation fund or RSA receiving any benefits you may transfer. Your trustee won't pass your tax file number to any other fund or RSA if you tell the trustee in writing that you don't want them to pass it on.

- reporting to the ATO in relation to the Superannuation Contributions Surcharge.

You are not required to provide your tax file number. Declining to quote your tax file number is not an offence. However if you do not give your superannuation fund your tax file number, either now or later:

- you may pay more tax on your superannuation benefits than you have to (you will get a refund at the end of the financial year in your income tax assessment); and

- a surcharge of up to 15% may be payable on contributions made by or for you (the surcharge may not be payable if you provide your TFN, and in some circumstances the surcharge may be reclaimed through the Australian Taxation Office); and

- it may be more difficult to find your superannuation benefits if you change address without notifying your fund or to amalgamate any multiple superannuation accounts.

The lawful purposes for which your tax file number can be used and the consequences of not quoting your tax file number may change in future, as a result of legislative change.

If we currently hold your TFN then legislation enables us to assume that your TFN can be used for all of the abovementioned purposes unless you

notify us within 30 days.

For more information please contact Macquarie or the ATO Superannuation helpline on 13 10 20.

Application money held on trust

We can only issue an interest in the Macquarie Fixed Pension Plan if we have reasonable grounds to believe that the investor has received all relevant information and the application received by us is complete in a material way.

If at any time in the future we believe that information an investor has received has become out of date, or has otherwise become inadequate, we may be obliged to hold application moneys received after that time in a non-interest bearing account until we are satisfied that investors have received the relevant information required.

We anticipate that application moneys would not be held in the trust account for more than five business days before they are transferred into the Macquarie Fixed Pension Plan.

In cases where the application is incomplete in a material way, we will transfer your investment funds into the Macquarie Fixed Pension Plan only when we receive all required information.

InvestmentLink

We are a member of InvestmentLink, an information delivery system which provides participating financial advisers with electronic access to their clients' investment records. This access is subject to strict security arrangements to maintain appropriate levels of confidentiality. We will supply your account information through InvestmentLink if your consent, InvestmentLink client number, and InvestmentLink adviser code are provided on the application form. You can withdraw your consent (in writing) at any time.

Please also notify us in writing if you change financial advisers. If your new financial adviser uses InvestmentLink we will give them information about your account via the InvestmentLink system unless you instruct us not to do so.

Completing the application forms

General guidelines

When you complete this form please:

- use a black pen;
- write in BLOCK LETTERS;
- answer all questions;
- sign within the white signature box on the bottom of the application form;
- make cheques payable to: *Macquarie Investment Management Ltd – ADF Superannuation Fund*;
- note that we cannot accept cash.

If you make an error please do not use correction fluid. Instead cross out your mistakes and initial your amendments.

Note: Do not use these application forms for deposits after 19 August 1998. Please ask your financial adviser or Macquarie for a new brochure if you wish to make a deposit after that date.

About powers of attorney

If you are signing under power of attorney please attach a certified copy of the power and specimen signature(s) of the attorney(s).

Financial adviser's stamps

If a licensed financial adviser's (dealer's) stamp appears on the application form we may pay them commission. We will also supply them with information about your account unless you instruct us not to do so.

InvestmentLink (if you have a financial adviser)

If your InvestmentLink client number is written on the application form we will supply information to your financial adviser. Refer to page 9.

If you do not wish your account information to be provided via InvestmentLink, please strike out the boxes marked ILGN/ILAN/ILCN which appear at the top of the application form.

Attachments checklist

Please ensure you have attached the following to your completed and signed application form(s):

- cheque(s) made payable to *Macquarie Investment Management Ltd – ADF Superannuation Fund*
- an appropriate signed *Rollover Payment Notification* form (if required)
- copy of *Statement of Termination Payment* form; or other similar statement of benefit from the payer
- a completed and signed *Annuity and Superannuation Pension Declaration* form (see page 13).

We cannot invest your deposit into the Macquarie Fixed Pension Plan unless we have received all this documentation.

Adviser use only

Dealer code ILGN --- --
Dealer name ILAN --- --
Adviser code ILCN --- --
Adviser name



Adviser stamp here

ADF

The Macquarie Fixed Pension Plan application form

Before you sign this application form, the trustee or your financial adviser is obliged to give you a Key Features Statement which is a summary of important information relating to the fund. The Key Features Statement will help you to understand the product and to decide if it is appropriate to your needs.

1. Personal details

Mr/Mrs/Miss/Ms/Dr/Other First name(s) Surname

What is your address? (all statements and correspondence will be sent here)

Postcode

What is your telephone number?

WK () HM ()

What is your date of birth?

/ /

Male Female

2. Rollover details Amount of rollover \$
(Please note minimum deposit is \$10,000)

1. Please make cheques payable to: "Macquarie Investment Management Ltd - ADF Superannuation Fund"
2. Attach: a) signed Rollover Payment Notification form
b) copy of Statement of Termination Payment form (or other similar statement)
c) Annuity and Superannuation Pension Declaration form (page 13)

If your investment consists of more than one cheque please list the rollover institutions from which your funds are coming and the amounts (if known):

Institution/Payer	Amount
	\$
	\$

We will commence your pension payments after we receive all cheques listed above.

3. Do you wish to transfer funds from another Macquarie investment? Yes No (Go to Section 5)

If yes, please state fund name

and account number

4. From the above account please transfer to the Macquarie Fixed Pension Plan - please note that this constitutes a request to withdraw from the above fund: (Please tick appropriate box:)

partial amount \$; OR
the entire balance

5. Pension payment details:

Payable: monthly (You will receive your first pension payment on or before the 15th of the month after you invest and monthly thereafter).

quarterly (You will receive your first pension payment in the third month after you invested and every 3 months thereafter)

Note: The Macquarie Fixed Pension Plan makes pension payments on or before the 15th day of the month. Your pension payments will be credited to your bank, building society, credit union or Macquarie Cash Management Trust account. Please provide your account details over. (Account must be held in your name or jointly.)

Please complete reverse side >>>

Bank, building society or credit union name

Branch address

Branch number (BSB)

Account number/membership number

Account name

6. Do you wish to nominate a reversionary pensioner to receive the fixed pension in the event of your death? Tick one box only.

Yes (if yes, you must complete this section) No (Go to Section 7)

Reversionary pensioner (name)*	Address	Date of birth	Relationship
.....	/ /	

*You may only nominate your spouse or de facto.

7. I declare that I have ceased employment, am over age 55 and am permanently retired from employment.

Yes No

8. Declaration

I agree to be bound by the provisions of the trust deed and rules of the Macquarie ADF Superannuation Fund dated 20 November 1984 (as amended). I acknowledge that investments in the fund are not deposits with or other liabilities of Macquarie Bank Limited or of any Macquarie Bank Group company and are subject to investment risk, including possible delays in repayment and loss of income or principal invested. I also acknowledge that neither Macquarie Bank Limited, Macquarie Investment Management Limited nor any other member company of the Macquarie Bank Group guarantees the performance of the fund or the repayment of capital from the fund.

I have received and understood the Macquarie Fixed Pension Plan brochure dated 20 August 1997.

PLEASE READ THE BROCHURE BEFORE SIGNING THE APPLICATION FORM



Don't forget to sign the application form



Signature (in black ink)

Name

Date / /

This application form must not be used unless attached to the brochure dated 20 August 1997.

Please note: the trustee has complete discretion whether or not to accept this application.

Office use only

C/n Group no. Acc/n Entered Checked Mkg

Annuity and Superannuation Pension Declaration

When completing this form please use a BLACK or BLUE ball point pen only

Section A - To be completed by RECIPIENT

1 Your Tax File Number (TFN)

or, cross this box if you have lodged a TFN application/enquiry form or, you are a pensioner or, you are under 16 years of age

Refer to the Notes about Question 1

2 Reason for completing this form

Commencement of pension or annuity A change in rebates claimed For HECS purposes

3 Your name

Title Mr Mrs Miss Ms
Surname

First given name

Other given names

4 If you have changed any part of your name since you last dealt with the Tax Office, show your previous name

5 Date of birth

DAY MONTH YEAR

6 Your home address in Australia

Street number Street name

Suburb, town or locality

State or Territory

Postcode

7 Are you an Australian resident for taxation purposes?

Yes No You cannot claim the tax-free threshold or any dependant rebates on this form.

8 Do you wish to claim the tax-free threshold from this payer?

NOTE: If you receive salary, wages, superannuation pension or ETP annuity from more than one source, and currently claim the tax free threshold from another of these sources, DO NOT claim it now. Refer to the Notes about Question 8.

Yes No You cannot claim any rebates on this form. Go to Question 10.

9 Rebates (refer to the Notes about Question 9)

Type of rebate(s) being claimed. Cross all applicable boxes.

- A** Dependent Spouse See attached calculation sheet
B Sole Parent **C** Special **D** Total of A + B + C \$

Full name(s) of dependant(s) being claimed for

E Zone See attached calculation sheet \$

F Total of D + E \$

10 Do you wish to claim entitlement to a deductible amount? (refer to the Notes about Question 10)

Yes No

11 Do you wish to claim entitlement to a superannuation pension or ETP annuity rebate amount? (refer to the Notes about Question 11)

Yes No

Go to Question 12 

Section B - To be completed by PAYER

1 Group Account Number 1 6 7 9 7 3 2 4

If you do not have a Group Account Number, have you applied for registration as a Group Employer?

Yes No

Which Tax Office did you send your application to? Date applied

/ /

2 Payer's registered business name

MACQUARIE INVESTMENT LIMITED

3 Payer's trading name (if applicable)

MACQUARIE ADF SUPER ANNUATION FUND

4 Payer's postal address

Number Street name

PO BOX H192

AUSTRALIA SQUARE

Suburb, town or locality

SYDNEY

State NSW Postcode 2000

5 Nature of business

SUPERANNUATION

6 Contact person

Daytime phone STD

7 Signature of payer

DAY MONTH YEAR

Date

Payer's Note: Penalties may apply where the completed original is not sent to the Tax Office within 28 days of receiving it from your recipient. If the recipient has ticked that they have lodged a Tax File Number application/enquiry at Question 1, allow them 28 days to supply the Tax File Number. Keep the duplicate for your own records. For more information, see the Tax Help section of your Payment Book.

12 Do you have an accumulated Higher Education Contribution Scheme (HECS) debt? (refer to the Notes about Question 12)

Yes No Go to Question 13

If additional tax instalments are not required to be deducted, refer to the Notes about Question 12. **A**

13 Declaration: I declare that the information I have given on this form is complete and correct.

Signature

DAY MONTH YEAR

Date

Please note: There are penalties for deliberately making a false or misleading statement.

Dependent Spouse Rebate Calculation Sheet

1 Do you have a dependent spouse?

Your spouse is your wife or husband, married or de facto

No You cannot claim a dependent spouse rebate.
Do not complete this calculation sheet.

Yes **Go to 2**

2 Do you have dependent children or students?

(A dependent child is one who is under 16, is not a student and whose yearly income is less than \$1786. A dependent student is one who is under 25, is a full time student at a school, college or university and whose yearly income is less than \$1786.)

Yes You cannot claim a dependent spouse rebate here. You can only claim a dependent spouse rebate in your tax return at the end of the financial year. If you wish to receive a benefit during the year you should apply for Parenting Allowance from the Department of Social Security. However if you are claiming a zone rebate also, complete this calculation sheet using the maximum 'Notional Spouse with Child' rebate amount (\$1488) shown in Table A below. Add your notional rebate amount to any sole parent or special rebate entitlements claimed on the form. Copy this total to box 7 in Table C on the Zone Rebate calculation sheet.

No Use the maximum spouse rebate amount shown in Table A for 'Spouse' (\$1241). You must reduce your claim by the total amount of Basic Parenting Allowance (the non taxable component of Parenting Allowance, but not including supplementary payments such as rental assistance) and/or Home Child Care Allowance (HCCA) your spouse will receive during this financial year. To claim a Zone Rebate, also complete the calculation sheet using the 'Notional Spouse' rebate amount (\$1241). This calculation is not reduced by HCCA or Parenting Allowance. Add your notional rebate amount to any sole parent or special rebate entitlements claimed on the form. Copy this total to box 7 in Table C on the Zone Rebate calculation sheet.

Notes

- If your spouse's yearly income is \$285 or less, you can claim the relevant maximum rebate amount(s) shown in Table A.
- If your spouse's yearly income is more than \$285 and less than the cut out amount shown in Table A, you may be entitled to claim a partial rebate. The rebate reduces by \$1 for every \$4 that your spouse's yearly income is over \$282. Follow the steps in Table B to work out your rebate entitlement.
- If your spouse's yearly income is greater than the cut out amount shown in Table A, you are not entitled to claim a dependent spouse rebate.

Table A

	Maximum rebate	Rebate reduces if yearly income exceeds	Rebate cuts out when yearly income exceeds
Spouse	\$1241	\$285	\$5245
Notional Spouse (for calculating zone rebate if you do not have dependent children or students)	\$1241	\$285	\$5245
Notional Spouse with Child (for calculating zone rebate if you have dependent children or students)	\$1488	\$285	\$6233

Table B

	Spouse	Notional Spouse (for calculating zone rebate if you do not have dependent children or students)	Notional Spouse with Child (for calculating zone rebate if you have dependent children or students)
1 Maximum rebate	\$	\$	\$
2 Your spouse's yearly income	\$	\$	\$
3 Income at which rebate begins to reduce	\$	\$	\$
4 Take 3 from 2	\$	\$	\$
5 Divide 4 by four (do not show cents)	\$.00	\$.00	\$.00
6 Take 5 from 1 .	\$	\$	\$
7 HCCA/Basic Parenting Allowance you have received or will receive in this financial year	\$		
8 Take 7 from 6 .	\$		

Add this amount to any sole parent or special rebate entitlements claimed on the form. **Copy this total amount to box 7 in Table C on the Zone Rebate calculation sheet.**

This is your dependent spouse rebate entitlement. **Include this amount in the total at question 9D on the form.**

This calculation sheet is to be kept by your employer.

Zone Rebate Calculation Sheet

Are you entitled to claim a zone rebate?

No Do not complete this calculation sheet.

Yes Copy the amount from Question 9D on the form to box 7 in Table C below, UNLESS you have a dependent spouse and dependent children or students. In which case, add the notional amount calculated in Table B of the Dependent Spouse Calculation Sheet to any sole parent or special rebate entitlements claimed on the form. Copy the total of these amounts to box 7 in Table C below.

Do you have any dependent children or students?

No Complete box 8 in Table C below and copy the amount to the relevant 'Total Z' box in Table D.

Yes In Table C below, list their names and ages only if their yearly income does not exceed the relevant cut-out amount shown in Table A.

- For each dependent child or student whose yearly income is \$285 or less, you may claim the relevant maximum rebate shown in table A. Copy the maximum rebate amount to the relevant 'Amount claimed' box in Table C.
- For each dependent child or student whose yearly income is more than \$285 and less than the relevant cut-out amount shown in Table A, you may be entitled to claim a partial rebate. The rebate reduces by \$1 for every \$4 that the dependant's yearly income is over \$282. Follow the steps in Table B to work out your rebate entitlement. Copy the amount you calculate to the relevant box in Table C.
- Complete box 8 in Table C and copy the amount to the relevant 'Total Z' box in Table D.
- Complete Table D and copy the 'Zone rebate' amount to Question 9E on the form.

Table A	Maximum rebate	Rebate reduces if yearly income exceeds	Rebate cuts out when yearly income exceeds
First child under 16 not being a student	\$376	\$285	\$1785
Each other child under 16 not being a student	\$282	\$285	\$1409
Student under 25 receiving full-time education	\$376	\$285	\$1785

Table B	A	B	C	D	E	F
1. Maximum rebate	\$	\$	\$	\$	\$	\$
2. Your child or student's yearly income	\$	\$	\$	\$	\$	\$
3. Income at which rebate begins to reduce	\$282	\$282	\$ 282	\$282	\$282	\$282
4. Take 3 from 2	\$	\$	\$	\$	\$	\$
5. Divide 4 by four (do not show cents)	\$	\$	\$	\$	\$	\$
6. Take 5 from 1. Copy amounts to Table C.	\$	\$	\$	\$	\$	\$

Table C	Full name of dependent child or student	Age	Amount claimed	
A			\$	1
B			\$	2
C			\$	3
D			\$	4
E			\$	5
F			\$	6
Copy the amount from Question 9D on the form, UNLESS you have a dependent spouse and dependent children or students. In which case, add the notional amount calculated in Table B of the Dependent Spouse Calculation Sheet to any sole parent or special rebate entitlements claimed on the form. Copy the total of these amounts here →			\$	7
TOTAL (add the amounts in boxes 1-7). Copy to relevant 'Total Z' block in Table D			\$	8

Table D	Zone A	Zone B	Special Zone A or B
Total Z (from box 8 in Table C)	\$	Total Z (from box 8 in Table C)	\$
Divide Total Z by 2	\$	Divide Total Z by 5	\$
plus Zone Allowance	\$ 338	plus Zone Allowance	\$ 57
Zone Rebate	\$	Zone Rebate	\$ 1,173
		Zone Rebate	\$

Copy the Zone Rebate amount to Question 9E on the form. This calculation sheet is to be kept by your payer.

Annuity and Superannuation Pension Declaration

What is the declaration for?

The information you give on this form helps Macquarie work out how much tax to take out of your payment.

The pension you receive from the Macquarie Fixed Pension Plan has tax deducted from it before you receive it.

The amount of tax deducted may be reduced:

- by a deductible amount (see notes about Question 10)
- by a tax rebate (see notes about Question 11)
- by the tax-free threshold (see notes about Question 8), and/or any of the rebates in Question 9

If you are entitled to any of the above, you may reduce the tax instalment deductions from the payments from your Macquarie Fixed Pension Plan by completing the declaration on page 13 and lodging it with your application form.

Alternatively, you may decide not to complete the declaration or not claim all the benefits to which you are entitled. However, you are still entitled to a reduction in the amount of tax to be paid which will be accounted for when you lodge your tax return at the end of the financial year.

When should you fill in another declaration?

You should fill in another declaration when one of the following applies:

- you are no longer entitled to a rebate (such as when you no longer have a dependent spouse)
- you are entitled to a rebate that you have not yet claimed (such as when you gain a dependent spouse)
- you decide to claim an entitlement not previously claimed
- you acquire an accumulated HECS debt
- your accumulated HECS debt is extinguished
- when the Tax Office informs you or Macquarie that details on your completed declaration are incorrect
- when the Tax Office announces publicly that all or some declarations are no longer in force.

You may obtain a new form from Macquarie or from your local Tax Office.

Information on this form will be sent to the Australian Taxation Office and the Department of Social Security.

Privacy of Information

The information requested is needed for taxation purposes and is required by the Income Tax Assessment Act. It is not an offence not to quote your Tax File Number. Some information may be given to certain government bodies as described in taxation law. For more details see the free brochure *Safeguarding Your Privacy* available at your local Tax Office.

NOTES

Question 1 – Tax File Number (TFN)

You do not have to quote your TFN. However, if you don't, tax must be deducted from your payments at the top marginal rate plus Medicare levy, unless you are exempt. You are exempt from quoting a TFN if:

- you are under 16 and do not earn enough to pay tax, or
- you receive a Social Security pension or a Service pension from the Department of Veterans' Affairs.

You should write the type of pension you receive (e.g. age pension) in the TFN block.

This exemption does not apply if you receive Job Search, Newstart and Sickness Allowance or Special Benefit.

Your TFN is usually shown on any papers sent to you by the Tax Office.

If you are unable to quote your TFN because you:

- have never had a TFN, or
- are not sure if you have a TFN, or
- have a TFN but cannot find it,

you should complete a Tax File Number application/enquiry form available from your local Tax Office.

Once you have lodged the application/enquiry form, you may cross the box at Question 1. You must notify Macquarie within 28 days of receiving your first payment, otherwise tax will be deducted from your payments at the top marginal rate plus Medicare levy.

Question 8 – Tax-free threshold

If you are an Australian resident for taxation purposes, currently the first \$5,400 of yearly income you receive is not taxed. This is called the tax-free threshold. If you claim the tax-free threshold, the amount of tax deducted from your Macquarie Fixed Pension Plan may be reduced. Under the law you are only allowed to claim the tax-free threshold from one income source. If you currently get the tax-free threshold from another source do not claim it now.

Question 9 – Rebates

You can only claim rebates in Question 9 if you are also claiming the tax-free threshold on this form.

If you are entitled to a rebate, the amount of tax deducted from your pension may be reduced. You should work out how much you can claim on the calculation sheet on pages 14 and 15. Cross the type of rebate you are claiming and write the total amount claimed at Question 9D on the form.

Any rebates you have claimed on this form must also be included in your tax return lodged at the end of the financial year.

Dependent children and students

You cannot claim a separate rebate for a dependent child or student. They are only taken into account if you are claiming a child housekeeper/housekeeper or sole parent rebate.

A dependent child is one who is under 16, is not a student and whose yearly income is less than \$1,786.

A dependent student is one who is under 25, is a full-time student at a school, college or university and whose yearly income is less than \$1,786.

From 29 September 1994, the 'with child' spouse rebate is no longer available. This rebate has been replaced with a direct payment called 'Home Child Care Allowance (HCCA)'. To receive the new payment you must apply to the Department of Social Security.

Dependent Spouse Rebate

Your spouse is your wife or husband, married or de facto. You should use the Spouse Rebate calculation sheet on page 14 to work out your entitlement.

If you do not know what your spouse's income will be, you can defer claiming a spouse rebate until the end of the financial year when you complete your tax return. The tax you have paid during the year will be adjusted accordingly.

Sole Parent Rebate

If you are a sole parent with a dependent child or student, you can claim a rebate of \$1,137. You cannot claim any extra for more than one dependent child or student.

Special rebates

In special cases you may claim a rebate for:

- a child housekeeper if you are a widow or widower
- a dependent invalid relative (your child, brother or sister)
- a dependent parent of you or your spouse (living in Australia)
- a housekeeper (not your spouse or child) who cares for a child or invalid relative for whom you are entitled to a rebate.

If you are not sure whether you can claim a special rebate or how much, contact your local Tax Office.

You can defer your claim for a rebate until the end of the financial year when you complete your tax return. The tax you have paid during the year will be adjusted accordingly.

Zone Rebate

You may be entitled to claim a zone rebate if you have, or will be in Tax Zone A or B for at least six months of this financial year (not necessarily continuously).

If you will not be in Tax Zone A or B for at least 6 months of this financial year, special rules apply if you have previously resided in Tax Zone A or B but were not entitled to a zone rebate at that time.

Your zone rebate may be reduced if you have received a remote area allowance of any sort from the Government during this financial year.

If you live more than 250 kilometres by the shortest practicable surface route from the nearest town of 2500 or more people, you live in what is called a 'Special Zone' and may be entitled to a larger rebate. You should inform Macquarie if you think this applies to you.

You should use the Zone Rebate Calculation sheet on page 15 to work out your zone rebate. Copy the amount to Question 9E on the form.

The rebate values shown on this form applied at 1 July 1994.

Question 10 – Deductible amount

The deductible amount reduces the tax you have to pay on your Macquarie Allocated Pension payments. Your pension will probably have a deductible amount if it was purchased prior to 1 July 1994.

If you want Macquarie to take account of your deductible amount when deducting tax, answer 'Yes' at Question 10. You can claim this entitlement even if you answered 'No' at Question 7 or 8.

Question 11 – Superannuation Pension Rebate

You may be entitled to a tax rebate for part of the income you receive from your Macquarie Allocated Pension Plan.

If you want Macquarie to take account of your tax rebate when deducting tax from your payments answer 'Yes' at Question 11. You can claim this rebate even if you answered 'No' at Question 7 or 8.

Question 12 – Higher Education Contribution Scheme (HECS)

A new method of repaying your HECS debt was introduced on 1 July 1994. If you have an accumulated HECS debt on or after 1 June 1994 and earn more than \$508* per week, additional tax will be deducted from your payment. This method enables you to pay your debt gradually rather than a lump sum amount.

Once your accumulated HECS debt has been extinguished, you should complete a new declaration and answer 'No' at Question 12.

*This amount applied at 1 June 1994.

Question 13 – Varied tax rate

If you have a current 221D Variation certificate or letter issued by the Tax Office, give details of the varied tax instalment rate as shown on your certificate or letter, e.g. reduce by \$20 pw; reduce to 25% (flat rate); 80% of gross earnings at marginal rate.

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