

# Transfer of ownership form

Generation Life Investment Bonds - LifeBuilder and ChildBuilder

## Guide to completing this form

**Use this form to transfer ownership of your LifeBuilder or ChildBuilder investment.**

Please use BLUE/BLACK ink and complete the applicable sections in BLOCK LETTERS.

Transfer of ownership from the current owner to the new owner will occur on the transfer being registered by us. The registration of the transfer will revoke/cancel all existing:

- beneficiary nomination or future dated transfer instructions.
- Adviser Representative facility or power of attorney nominated to act on behalf of the existing investor(s).
- direct debit authorisation, Regular Savings Plan and Regular Withdrawal facility attached to the investment.

Transfer of ownership will not change the life insured(s). The existing life insured(s) will remain on the investment. You can add additional life insured(s) on a LifeBuilder investment by completing Section 6.

Individual investors aged 16 years or more can arrange to have their investment ownership transferred.

## 1. Existing investor details

Client number (if known)









Account number









Investor name




Date of birth (dd/mm/yyyy) (if applicable)

Mobile number

Phone number

Email address

## 1.1 Applicable investments

**These instructions are to apply to:**

all LifeBuilder and/or ChildBuilder investments held

the following investment(s) (please provide account number(s))







## 1.2 Power of attorney

To be completed if a power of attorney is acting on behalf of the investor(s).

Title

Given name(s)

Surname

If your power of attorney has not previously been registered by us, we will require a certified copy of the power of attorney document as well as the appropriate proof of identification documents in accordance with the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Laws).

## 2. New investor details

To be completed by new owner(s).

- Individual(s). **Proceed to Section 3.**
- Company. **Proceed to Section 4.**
- Trust (including trusts with individual trustees, corporate trustees and deceased estates). **Proceed to Section 4.**

## 3. Individual and joint account holders

### Required identification documents

Certified copies of the following identification documents are required for each individual.

- a current driver's licence or passport (current or expired passport within the last 2 years)
- OR**
- a birth certificate **and**
  - either a tax assessment (less than 12 months old), council rates notice or utilities provider account statement (less than 3 months old).

For other accepted forms of identification, please refer to the 'Completing proof of identity' document on our website.

If there are more than two joint holders, you will need to complete a separate form for the additional transferee.

### 3.1 Transferee 1 (must be at least 10 years old)

Personal details (all correspondence will be sent to this investor)

Title

Given name(s)  Surname

Date of birth (dd/mm/yyyy)  Occupation

**Important:** If aged from 10 to less than 16 years old then a parent or guardian must provide their details in Section 3.2 Transferee 2 below, provide identification documents and must also sign this form.

Mobile number

Phone number

Email address

This email address may be used for investor correspondence.

### Residential address

Address (PO Box / RMB / Locked Bag is not accepted)

Suburb/City/Town  Postcode  State

Country

### Postal address (if different to residential address)

C/- (if applicable)

Address

Suburb/City/Town  Postcode  State

Country

Correspondence will be sent to your postal address.

### Identification information

AML/CTF Laws require that we collect this information. Your instructions cannot be processed without this information.

Are you a Politically Exposed Person?

Yes  No

**Residency status for tax purposes**

Under the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) laws, we are required to ask all investors to provide additional information about their tax residency.

Are you a tax resident of Australia?

Yes  No

Are you a tax resident of a country other than Australia or a Specified U.S Person?

Yes  No

If YES, you will need to complete a separate FATCA/CRS Self-Certification Form available on our website.

**3.2 Transferee 2 (joint investor must be at least 10 years old)**

Are you completing this section as a

Joint investor  
 Parent/Guardian of Transferee 1

**Personal details**

Title

Given name(s)

Surname

Date of birth (dd/mm/yyyy)

Occupation

Mobile number

Phone number

Email address

This email address may be used for investor correspondence.

**Residential address**

Address (PO Box / RMB / Locked Bag is not accepted)



Suburb/City/Town

Postcode

State

Country

**Postal address (if different to residential address)**

C/- (if applicable)

Address



Suburb/City/Town

Postcode

State

Country

**Identification information**

AML/CTF Laws require that we collect this information. Your instructions cannot be processed without this information.

Are you a Politically Exposed Person?

Yes  No

**Residency status for tax purposes**

Under the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) laws, we are required to ask all investors to provide additional information about their tax residency.

Are you a tax resident of Australia?

Yes  No

Are you a tax resident of a country other than Australia or a Specified U.S Person?

Yes  No

If YES, you will need to complete a separate FATCA/CRS Self-Certification Form available on our website.

**3.3 Authority to operate the account (Joint applicants only)**

Please elect which joint transferees have authority to operate the account and bind the other joint investor(s) for future transactions (including additional investments, switches and withdrawals).

All transferees (default)       Transferee 1  
 Transferee 2                       Either transferee

**3.4 Sole trader (optional for individual account holders only)**

Are you a sole trader?

Yes       No. **Please go to Section 6.**

If you are a sole trader you will need to provide the following additional details.

Business name (if applicable)

Australian Business Number (ABN)

**Business address** (if different to residential address)

Address (PO Box / RMB / Locked Bag is not accepted)

Suburb/City/Town

Postcode

State

Country

**4. Company**

**Note:** Not available for ChildBuilder investments.

**Required identification documents**

**Certified copies of the following identification documents are required.**

a certificate of registration issued by ASIC

OR

a current company search from the ASIC database

**Certified copies of the following identification documents are required for each director and beneficial owner.**

a current driver's licence or passport (current or expired passport within the last 2 years)

OR

a birth certificate **and**

either a tax assessment (less than 12 months old), council rates notice or utilities provider account statement (less than 3 months old).

For other accepted forms of identification, please refer to the 'Completing proof of identity' document on our website.

**4.1 Company details**

Full name of company

Australian Business Number (ABN) or Australian Company Number (ACN)

**Company contact person**

Title

Given name(s)

Surname

Mobile number

Business number

Email address

This email address may be used for investor correspondence.

**Company registered office address**

Address (PO Box / RMB / Locked Bag is not accepted)



Suburb/City/Town

Postcode

State




Country

**Postal address** (if different to company registered office address)

C/- (if applicable)

Address



Suburb/City/Town

Postcode

State




Country

Correspondence will be sent to your postal address.

**4.2 Residency status for tax purposes**

Under the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) laws, we are required to ask all investors to provide additional information about their tax residency.

Is the company a tax resident of Australia?

 Yes  No

**Important:** You will need to complete a separate FATCA/CRS Self-Certification Form if any of the following apply to the company. This form is available on our website.

Is the company a tax resident of a country other than Australia or a Specified U.S Person?

 Yes  No

Is the company a U.S. Company, U.S. Trust or U.S. Partnership?

 Yes  No

Is the company an Australian Financial Institution or Other Partner Jurisdiction Financial Institution?

 Yes  No

**4.3 Director details (proprietary companies only)**

Is the company a proprietary/private company (i.e. a Pty Ltd company)?

 Yes. **Please continue below.**  No. **Please go to Section 6.**

**If there are more than two directors please attach their details to this form.**

**Director 1 details**

Title

Given name(s)

Surname



**Politically Exposed Person or U.S. Person**

Is the director a Politically Exposed Person?

 Yes  No

Is the director a Specified U.S. Person?

 Yes  No

If YES, please provide their Taxpayer Identification Number (TIN)

**Director 2 details**

Title

Given name(s)

Surname



**Politically Exposed Person or U.S. Person**

Is the director a Politically Exposed Person?

 Yes  No

Is the director a Specified U.S. Person?

 Yes  No

If YES, please provide their Taxpayer Identification Number (TIN)

**4.4 Beneficial Owners (proprietary companies only)**

Please provide full name and address details of those persons who owns or controls 25% or more of the issued capital of the company.

**If there are more than three beneficial owners please attach their details to this form.**

**Beneficial owner 1 details**

Title

Given name(s)  Surname

Address

Suburb/City/Town  Postcode  State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?  
 Yes  No

**Beneficial owner 2 details**

Title

Given name(s)  Surname

Address

Suburb/City/Town  Postcode  State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?  
 Yes  No

**Beneficial owner 3 details**

Title

Given name(s)  Surname

Address

Suburb/City/Town  Postcode  State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?  
 Yes  No

## 5. Trusts (including corporate trustees, individual trustees and deceased estates)

### Required identification documents

#### For trusts that do not have an ABN

a certified copy of the trust deed or extracts of the trust deed showing the name of the trust, name and address of the settlor, amount of the initial settled sum, name(s) and address(es) of the trustee(s), the beneficiaries/unitholders, names/class(es) and the trust's execution page.

**For individual Key Beneficial Owners of the Trust and individual trustees (including trustee of a deceased estate) certified copies of the following identification documents are required for each individual.**

a current driver's licence or passport (current or expired passport within the last 2 years)

**OR**

a birth certificate **and**

either a tax assessment (less than 12 months old), council rates notice or utilities provider account statement (less than 3 months old).

For company Key Beneficial Owners and company trustees (including trustee of a deceased estate), please provide the identification documents in 'Required identification documents' in Section 4 - Company above.

For other accepted forms of identification, please refer to the 'Completing proof of identity' document on our website.

### 5.1 Trust details

Trust/Fund/Estate name



Business name (if applicable)



Australian Business Number (ABN) (if applicable)

### 5.2 Type of trust

Please select the type of trust and provide the relevant information

Family trust or discretionary trust

Unit trust

Foreign trust

Testamentary trust (i.e. under a Will)

Other (please specify)

### 5.3 Trust beneficiaries

Does the trust deed name the beneficiaries?

Yes  No

If YES, please list their full names.

**If there are more than four beneficiaries/unit holders, please provide details on a separate attachment to this form.**

Beneficiary 1 full name (or entity name)

Are they Key Beneficial Owners?

Yes  No

Beneficiary 2 full name (or entity name)

Are they Key Beneficial Owners?

Yes  No

Beneficiary 3 full name (or entity name)

Are they Key Beneficial Owners?

Yes  No

Beneficiary 4 full name (or entity name)

Are they Key Beneficial Owners?

Yes  No

For any of the above trust beneficiaries/unitholders identified as being a Key Beneficial Owner, is that person(s) a Politically Exposed Person?

Yes  No

If the trust identifies its beneficiaries/unit holders by specified classes and/or by names and specified classes, please list the class below and also the beneficiaries named (if any) within specified classes:

1.

2.

**5.4 Trust settlor details**

If the initial settled sum to establish the trust is \$10,000 or more, please provide name and address of the settlor(s) of the trust.

A settlor is the person or entity that subscribes for or settles the initial sum to create the trust.

Name of settlor

Address of settlor

Suburb/City/Town  Postcode  State

Country

**5.5 Type of trustee**

Are you an individual trustee? (including trustee of a deceased estate)

Yes. Continue to Section 5.6.  No. Proceed to Section 5.7.

**5.6 Individual trustee(s)**

**Trustee details**

**Trustee 1**

Title

Given name(s)  Surname

Date of birth (dd/mm/yyyy)  Occupation

Mobile number

Phone number

Email address

This email address may be used for investor correspondence.

**Residential address**

Address (PO Box / RMB / Locked Bag is not accepted)

Suburb/City/Town  Postcode  State

Country

**Postal address (if different to residential address)**

C/- (if applicable)

Address

Suburb/City/Town  Postcode  State

Country

Correspondence will be sent to your postal address.



**Trustee 2**

Title

Given name(s)

Surname

Date of birth (dd/mm/yyyy)

Occupation

Mobile number

Phone number

Email address

This email address may be used for investor correspondence.

**Residential address**

Address (PO Box / RMB / Locked Bag is not accepted)



Suburb/City/Town

Postcode

State

Country

**Postal address (if different to residential address)**

C/- (if applicable)

Address



Suburb/City/Town

Postcode

State

Country

**5.7 Company as trustee**

If there are more corporate trustees, repeat those details for each additional trustee and write the full name and address of each trustee down on a piece of paper and attach to this form.

Full name of company



Australian Business Number (ABN) or Australian Company Number (ACN)

**Company contact person**

Title

Given name(s)

Surname

Mobile number

Business number

Email address

This email address may be used for investor correspondence.

**Company registered office address**

Address (PO Box / RMB / Locked Bag is not accepted)



Suburb/City/Town

Postcode

State

Country

**Postal address** (if different to company registered office address)

C/- (if applicable)

Address



Suburb/City/Town

Postcode

State




Country

Correspondence will be sent to your postal address.

**Residency status for tax purposes**

Under the Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS) laws, we are required to ask all investors to provide additional information about their tax residency.

Is the company a tax resident of Australia?

Yes

No

**Important:** You will need to complete a separate FATCA/CRS Self-Certification Form if any of the following apply to the company. This form is available on our website.

Is the company a tax resident of a country other than Australia or a Specified U.S Person?

Yes

No

Is the company a U.S. Company, U.S. Trust or U.S. Partnership?

Yes

No

Is the company an Australian Financial Institution or Other Partner Jurisdiction Financial Institution?

Yes

No

**Director details (proprietary companies only)**

Is the company a proprietary/private company (i.e. a Pty Ltd company)?

Yes. **Please continue below.**

No. **Please go to Section 6.**

**If there are more than two directors please attach their details to this form.**

**Director 1 details**

Title

Given name(s)

Surname

**Politically Exposed Person or U.S. Person**

Is the director a Politically Exposed Person?

Yes

No

Is the director a Specified U.S. Person?

Yes

No

If YES, please provide their Taxpayer Identification Number (TIN)

**Director 2 details**

Title

Given name(s)

Surname

**Politically Exposed Person or U.S. Person**

Is the director a Politically Exposed Person?

Yes

No

Is the director a Specified U.S. Person?

Yes

No

If YES, please provide their Taxpayer Identification Number (TIN)

**Beneficial Owners**

To be completed by proprietary companies only.

Please provide full name and address details of those persons who owns or controls 25% or more of the issued capital of the company.

If there are more than three beneficial owners please attach their details to this form.

**Beneficial owner 1 details**

Title

Given name(s)

Surname

Address

Suburb/City/Town

Postcode

State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?

Yes

No

**Beneficial owner 2 details**

Title

Given name(s)

Surname

Address

Suburb/City/Town

Postcode

State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?

Yes

No

**Beneficial owner 3 details**

Title

Given name(s)

Surname

Address

Suburb/City/Town

Postcode

State

Country

**Politically Exposed Person or U.S. Person**

Is the beneficial owner a Politically Exposed Person?

Yes

No

## 6. Life Insured

The existing life insured(s) will remain registered on the account.

If the transfer relates to a ChildBuilder account, then the life insured (child) cannot be changed or added to.

Is this a transfer of a LifeBuilder investment?

Yes. Please continue below.
  No. Please go to Section 8.

### 6.1 Investor(s) as the life insured

Do you want the new owners named in Section 3 to be the life (joint lives) insured?

Yes (default). Each new owner will be registered as the life/lives insured.
  No. Please provide additional life insured details below.

### 6.2 Life insured details

If there are more than two additional lives insured please attach their details to this form.

**Life insured 1 (if different to individual owners and for new company or trust owners)**

Title

Given name(s)  Surname

Date of birth (dd/mm/yyyy)  Occupation

#### Residential address

Address (PO Box / RMB / Locked Bag is not accepted)

Suburb/City/Town  Postcode  State

Country

### Life insured 2 (if required)

Title

Given name(s)  Surname

Date of birth (dd/mm/yyyy)  Occupation

#### Residential address

Address (PO Box / RMB / Locked Bag is not accepted)

Suburb/City/Town  Postcode  State

Country

### 7. New investor declaration and signature(s)

I/We confirm that I/We have received a copy of the current Product Disclosure Statement (PDS) and have read and understood the PDS and agree to be bound by the terms and conditions set out in the PDS.

#### New investor 1

Name (please print)

Signature

Date (dd/mm/yyyy)

Please select appropriate box

Individual

Director

Trustee

Power of attorney

#### New investor 2

Name (please print)

Signature

Date (dd/mm/yyyy)

Please select appropriate box

Individual

Director / Company secretary

Trustee

Power of attorney

Parent/ Guardian

If signed under a power of attorney, the attorney certifies that he/she has not received notice of revocation of that power.

If your power of attorney has not previously been registered by us, we will require a certified copy of the power of attorney document as well as the appropriate proof of identification documents in accordance with the AML/CTF Laws.

For more information, please refer to the 'Completing proof of identity' document on our website.

### 8. Existing investor declaration and signature(s)

I/we being the investment owner(s) named above confirm that I/we am/are the legal and beneficial owner(s) of the above investment(s) and that I/we have not transferred, assigned, mortgaged or charged the investment(s), or any rights or interests under the investment(s). I/we transfer my/our rights, powers and interest in the above investment(s) to the person(s) named above as the Transferee(s), and further acknowledge that any beneficiary nomination or Future Event transfer that I/we have made will be revoked and cancelled.

**Existing owner 1**

Name (please print)

Signature

Date (dd/mm/yyyy)

Please select appropriate box

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Director          |
| <input type="checkbox"/> Trustee    | <input type="checkbox"/> Power of attorney |

**Existing owner 2**

Name (please print)

Signature

Date (dd/mm/yyyy)

Please select appropriate box

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Director / Company secretary |
| <input type="checkbox"/> Trustee    | <input type="checkbox"/> Power of attorney            |

If signed under a power of attorney, the attorney certifies that he/she has not received notice of revocation of that power.

If your power of attorney has not previously been registered by us, we will require a certified copy of the power of attorney document as well as the appropriate proof of identification documents in accordance with the AML/CTF Laws.

For more information, please refer to the 'Completing proof of identity' document on our website.

**You can submit this form by:**

**Mail:** PO Box 263, Collins Street West  
Melbourne VIC 8007



**Postal address**

GPO Box 263, Collins Street West  
Melbourne VIC 8007

**Email**

enquiry@genlife.com.au

**Enquiries**

Investor services: 1800 806 362  
Adviser services: 1800 333 657

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