



Give a helping hand
to your family in
their hour of need

Serving Australians since 1935

**Incorporating Sureplan
Body Transportation Funeral Fund**

Administered by Sureplan Friendly Society Ltd
ABN 70 087 649 456 AFS Licence No. 245522

Disclosure Document issued by Sureplan Friendly Society Ltd on 1 July 2018.

APPLICATION FORM

for SUREPLAN GOLD/BODY TRANSPORTATION FUNERAL FUND



APPLICANT 2
 For joint
 applicants only
 APPLICANT 1

Surname _____	Given Names _____		
Title _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth ___/___/___	Age: ___
Surname _____	Given Names _____		
Title _____	<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth ___/___/___	Age: ___
Home phone _____	Work phone _____		
Mobile _____	Email _____		

Residential Address _____ _____ Postcode _____	Correspondence Address (if different) _____ _____ Postcode _____
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The nominee is the person or entity to whom Sureplan will pay the benefit on behalf of your estate. For a more detailed explanation please refer to the "Most Commonly Asked Questions" section of this document.

Nominee's Name _____	Alternative Nominee's Name _____
Address _____ _____ Postcode _____	Address _____ _____ Postcode _____
Relationship _____	Relationship _____
Is this nominee a Sureplan member? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is this nominee a Sureplan member? <input type="checkbox"/> Yes <input type="checkbox"/> No

I/we wish to join **SUREPLAN GOLD** - My initial contribution to Sureplan Gold is \$ _____

Payment Method: Please tick appropriate box

Cheque or Money order payable to **SUREPLAN GOLD** Payroll Deduction (Please contact Sureplan)

Direct Debit (Refer to Direct Debit Form) Credit Card (a max. transaction fee of 2.22% will apply, please contact Sureplan)

I/we wish to join the **SUREPLAN BODY TRANSPORTATION FUNERAL FUND** - The contribution is \$250.00 per applicant and membership is not effective until Sureplan has received cleared funds.

Payment Method: Please tick appropriate box

Cheque or Money order payable to **SUREPLAN BODY TRANSPORTATION FUNERAL FUND**

Direct Debit (Refer to Direct Debit Form)

I confirm that I have read and understand all the statements, questions and answers included in this disclosure document. For joint applications, I nominate that the surviving person may elect to retain the benefit as a single member. I agree to be bound by the constitution of Sureplan Friendly Society Ltd (which is available upon request). I have received details of any commissions payable to agents.

Applicant 1
Signature _____ **Date** ___/___/___

Applicant 2
Signature _____ (if applicable) **Date** ___/___/___

If this application is signed under power of attorney, Sureplan requires a certified copy of that authority and a completed Power of Attorney Declaration form (downloadable from www.sureplan.com.au).

Payment & Refunds
 There is a cooling off period of 30 days from when your application is received. During this period you may cancel your membership and receive a full refund - **otherwise the benefit is payable only on your death.**

Agents stamp & number

For Queensland residents only - this application must be accompanied by a completed Client Care Statement.
Please place your application form inside an envelope and address as follows:
 Sureplan Friendly Society Ltd., Reply Paid 899, Spring Hill Qld 4004

DIRECT DEBIT FORM



PERSONAL DETAILS

Date ___/___/___

Insert name and address of financial institution at which your account is held

Insert your name in full I/We

_____ Surname/s

_____ Given Names

request you until further notice in writing, to debit my/our account described in the schedule below the amount I have nominated which Sureplan Friendly Society Ltd User ID 064834 may debit or charge me/us through the Direct Debit System.

I/We understand and acknowledge that:

- 1. The financial institution may, in its absolute discretion, determine the order of priority of payment by it of any monies pursuant to this request or any authority or mandate.*
- 2. The financial institution may, in its absolute discretion, at any time by notice in writing to me/us, terminate this request as to future debits.*
- 3. The user may, by prior arrangement and advice to me/us, vary the amount or frequency of future debits.*

Customer Signature(s)

_____ (If joint account all signatures may be required)

Customer Address

_____ Post Code _____

YOUR ACCOUNT DETAILS

Name on Account

BSB Number

___ ___ ___

Account Number

Note: Direct debiting is not available on the full range of accounts. If in doubt, please refer to your financial institution.

FREQUENCY OF DEDUCTIONS

- Monthly deductions will take place on the 1st working day of each month
- Quarterly deductions will occur on the 1st working day of January, April, July & October
- Six monthly deductions will occur on the 1st working day of January & July
- Annual deductions will occur on the 1st working day of January
- Lump Sum deductions normally occur each Friday and on the 1st working day of each month*

*For lump sum deductions please nominate preferred date (refer above options). Date ___/___/___

Insert Member ID or Roll No. (if known)

Amount to be debited

\$ _____

Direct Debit to cease when total contributions reach this amount

\$ _____

Office Use Only:



Administered by
SUREPLAN FRIENDLY SOCIETY LTD
PO Box 899, Spring Hill Qld 4004
Ground Floor, 133 Leichhardt Street, Spring Hill Qld 4000
TOLL FREE: 1800 817 105 Fax: (07) 38 3333 38
Email: info@sureplan.com.au
Website: www.sureplan.com.au
ABN 70 087 649 456 AFS License 245522

Sureplan Gold will help you accumulate the funds to meet the costs of the inevitable - your funeral.

WHY WOULD I PREPLAN MY FUNERAL?

Most of us plan ahead - we plan for holidays, marriages, the future education of our children, and of course for retirement. Dying is as much a part of life as being born, but most of us avoid funeral planning. Why? Because most of us do not spend much time thinking about our death.

There are many advantages in planning ahead -

- Your own peace of mind knowing that you have faced this issue with responsibility, and that your family will be spared additional stress when they are grieving your passing
- Your family like many others could have difficulty in finding sufficient funds within a few days to pay for your funeral
- Pension Concessions - if you are an Income and Asset Tested Centrelink or Veterans' Affairs pensioner you can maximise your pension through investing in Sureplan Gold (for details see "Pension Advantages" below).

SIMPLE, STRAIGHT FORWARD YET EFFECTIVE

Sureplan Gold is a secure funeral bond investment fund and is a vehicle to save money to put towards your funeral expense. You cannot withdraw any funds after the initial "cooling off" period and proceeds can only be paid to your nominee on behalf of your estate on your death. How it works:

1. You contribute amounts either as a lump sum, by regular payments or by ad hoc deposits.
2. A bonus (based on Fund earnings) may be allocated to your investment annually.
3. On your death, your contribution and bonuses are paid to your nominee to help pay your funeral costs.

THE ORIGINAL OBJECTIVES ARE STILL RELEVANT

In 1935, with the foresight and assistance of some employees of the then PMG's (Postmaster General's) Department, Sureplan Friendly Society Ltd (Sureplan) commenced the fund now known as the Sureplan Family Fund. It was established to assist Public Service employees and their families meet the cost of a funeral, particularly if that expense occurred when most if not all of the available family income was committed to raising and educating their children. While the original purpose remains valid today, membership for that Fund is restricted to people between the ages of 1 and 55 years. Therefore, in July 1998 a new funeral product, Sureplan Gold was introduced to provide a mechanism for people over 55 years of age to provide in advance for their funeral.

Today Sureplan has more than 29,000 members and \$140M in assets. It prides itself in being a caring entity for its members' benefit.

IMPRESSIVE BENEFITS

Investment security - As the preservation of members' funds is the primary objective of Sureplan Gold, the assets of the Fund are currently invested in cash and low risk securities. The actions of Sureplan are regulated by the Australian Prudential Regulatory Authority (APRA), and the Australian Securities and Investments Commission (ASIC).

Instant payment to your nominee - Sureplan Gold pays your nominee the accumulated contributions plus bonuses within 24 hours (one working day) of the confirmation of your death. If a member dies within twelve (12) months of joining any bonuses previously allocated will not be paid

Low cost - there are no entry or exit fees.

Solid and reliable growth - A bonus may be allocated to your bond annually, based on the earnings of the Fund. For the 2016 and 2017 financial years the Fund bonus was 1.5% p.a. and 2.06% p.a. respectively. The allocation of annual bonuses is not guaranteed.

Flexibility - A bond can be commenced with as little as \$50 and have regular contributions from \$50. You also can at anytime replace your nominee with another person or organisation.

Pension Advantages - Sureplan Gold is exempt from both the Income and Assets test for Centrelink and Veterans' Affairs pensioners providing no more than two funeral funding arrangements are held and together they do not exceed the maximum eligible investment threshold. As of 1 July 2018 the maximum eligible investment is \$13,000 and this amount will be CPI indexed annually.



MOST COMMONLY ASKED QUESTIONS

Who can join Sureplan Gold?

Anyone can join.

Is joining easy?

Yes - as simple as filling out the attached application form and making the initial contribution. For Queensland residents a Client Care Statement also needs to be completed.

What are the payment options?

Contributions may be made by cheque, money order, or if you wish, we will arrange for periodic payments from your financial institution.

How much can I contribute and how many funeral bonds can I have?

There is no maximum contribution amount or number of funeral bonds. However for Centrelink and Veterans' Affairs pensioners to qualify for an exemption under the Incomes and Assets Test, your contribution to a funeral bond is subject to a Government threshold (see "Pension Advantages" above for explanation) and you cannot have more than two funeral funding arrangements. Also, for tax purposes, the money contributed to all funeral funding arrangements must not exceed the amount that would reasonably cover a member's future funeral expenses.

Is my money safe?

Yes, Sureplan has a successful history since 1935 of managing funeral funds. Sureplan Gold is a secure Fund focussed on the preservation of members' funds and Sureplan's investment activities are regulated by the Corporations Act 2001 and the Life Insurance Act 1995 - protection is provided by the conservative nature of the authorised investments and the continuous solvency requirements maintained in accordance with the Life Insurance Act and Prudential Standards.

What is the nominee and alternate nominee?

In the event of the death of a member a nominee is the person or entity who receives the funeral benefit on behalf of the member's estate. Pursuant to the Life Insurance Act 1995 the nominee is obligated to use the money in the due course of the administration and specifically for the purpose of paying funeral expenses. Any excess money must be paid to the member's estate. Sureplan will only pay the alternate nominee when it is unable to pay the nominee. If neither the nominee nor alternate nominee can be paid Sureplan will pay the funeral benefit proceeds to the member's estate.

Can I change my nominee?

Yes, you can change your nominee, or alternative nominee by advising Sureplan in writing.

What fees and charges do I pay?

None as an individual but the Fund pays a monthly Management Fee (maximum of 2% p.a. of the balance of the Fund) to the Sureplan Friendly Society Ltd General Fund to cover operating and administration costs. In the event of Sureplan Friendly Society Ltd ever being wound up members are liable to pay a guarantee not exceeding

\$2.00 per member, if liabilities of the Management Fund exceed its assets. Note that in this event members' benefits in Sureplan Gold will not be affected. If a member dies within 12 months of joining, any bonus previously allocated will not be paid.

Are there any Government charges?

Stamp duty may apply to your initial contribution and any subsequent contributions, or on assignment of your policy. The rate of stamp duty payable varies from State to State, and if payable, will be deducted from your contribution/s.

Can I withdraw my money?

No. After the cooling off period Sureplan benefits are payable only on the death of the member.

How is the benefit claimed and what evidence is needed to confirm my death?

Someone, ideally the nominee, needs to ring our office on 1800 817 105 to advise of your death. Sureplan requires independent confirmation of your death from a third party (e.g. the Funeral Director). Sureplan reserves the right to sight a death certificate before paying the benefit.

Who pays tax?

Investment income earned by Sureplan on your investment in the Fund will be subject to tax in the hands of Sureplan, but when investment income is paid to nominees Sureplan may receive a tax deduction for that amount. This will mean that benefits paid by Sureplan may be effectively at their gross (or untaxed) value. The Board may declare a terminal bonus, based on taxable growth, payable in respect of claims paid in the twelve months following the annual 30 June actuarial valuation. The investment income or bonuses component of benefits received will be subject to tax in the hands of your estate in the year in which they are paid. Whether any actual tax is payable will depend on your estate's tax position in that year. Note though that the 'capital' component of benefits paid is simply a tax-free return of capital.

However, if a funeral director or cemetery business is entitled to receive the policy proceeds because of policy assignment the benefits will not be taxed in the hands of the estate, since the amount will be paid directly to and will be assessable in the hands of the funeral director or cemetery business.

It is recommended that appropriate and independent professional advice be sought to determine how tax laws may affect your individual circumstances, mindful that these laws may change from time to time.

Does my investment attract GST?

Under Australia's current Goods and Services Tax (GST) rules your contribution/s, investment earnings and benefit payments do not attract GST.

Does the Fund allow joint membership?

Yes, in accordance with the Fund rules. Please contact Sureplan for more information.

Extract of Financial Report FOR SUREPLAN GOLD FUND

Statement of Financial Performance 30/6/2017

	\$
<i>Income</i>	
Investment Income	1,874,733
Total Income	1,874,733
<i>Operating Expense</i>	
Fees to Management Fund	728,003
Other Expenses	26,272
Total Operating Expenses	754,275
Income Tax Expenses	[32,035]
Operating Profit / Loss after Income Tax	1,152,493
Unallocated Surplus or Deficiency at the beginning of the reporting period	164,086
Total Available for Allocation	1,316,579
Allocated to members	894,902
Provisional Allocation to members	107,468
Unallocated Surplus or Deficiency at the end of the reporting period	314,209

Statement of Financial Position 30/6/2017

<i>Assets</i>	
Cash and Cash Equivalents	593,264
Trade and other Receivables	181,696
Financial Assets	76,702,838
Total Assets	77,477,798
<i>Liabilities</i>	
Trade and other Payables	94,103
Total Liabilities	94,103
Net Assets	77,383,695
<i>Members Funds</i>	
Value of Policy Liabilities	77,069,486
Unallocated Surplus/Deficiency	314,209
Total Benefit Fund Members' Fund	77,383,695

Investment Strategies

At the time of printing Board Investment Policy restricted investments to:

Asset Type	% of Total Assets
Interest Rate Securities	0-100 %

As at 30/6/2017 the total assets of the Fund were invested in Government guaranteed term deposits, Government issued CPI indexed bonds, deposits with Authorised Deposit Taking Institutions, and BBB to AAA rated corporate bonds.

Bonus Payments

The Fund was established during the 1998/99 financial year and has averaged a bonus rate of 3.82% p.a. since inception. For the year ended 30/6/2017, it paid a bonus of 2.06% p.a. Past performance is no guarantee of future performance.

PRIVACY STATEMENT

Sureplan Friendly Society Ltd (Sureplan) collects the personal information provided by you on this form for the purpose of assessing your application for membership, communicating with you in the event that your application is accepted, and providing you with details regarding Sureplan products and services of a similar type, assessing any claims you may make, and promptly making available any monies payable by one of our funds in the event of your death, to the person nominated by you to receive those funds on behalf of your estate to cover funeral expenses.

By applying for cover, you consent to Sureplan collecting (from third parties including hospitals, other health care providers and funeral homes) sensitive information about you and using it to consider your application for insurance, assessing any claims made by you, and any other related purposes. If you do not provide the information we request, we may not be able to provide the services that you or another person is seeking.

Sureplan will not disclose, share or sell your personal information to any unauthorised third party, and will only disclose your personal information to parties for the purposes of carrying out the functions outlined above or paying commission to our agents.

You may access, update or correct the personal information Sureplan holds about you in accordance with the Sureplan Privacy Policy, a copy of which is available upon request. Our Privacy Policy contains information about how you may make a complaint in relation to a breach of the Privacy Act or the Australian Privacy Principles.

In some instances, Sureplan may ask for personal details in order to comply with relevant legislation, such as the Life Insurance Act 1995, the Corporations Act 2001, or taxation laws to process your application, or provide you with Sureplan's high standard of service.

Sureplan requires that any requests for changes to a member's record must be in writing and signed by the member. It is imperative that members advise Sureplan of changes to theirs or their nominee's details promptly.

If you require further information, please contact us at the address in this document.

THE CURRENT BOARD OF DIRECTORS

James Francis Walsh (Chairman)
Geoffrey Michael Woodcroft
Mary-Ann Cook
William Frederick Charles Wendt
Russell Quentin Cole

Directors have no interest in the assets of the fund and receive no benefit or terms more favourable than other members. The completion of the attached application form is the only approved method of joining Sureplan Gold. ASIC takes no responsibility as to the contents of this disclosure document and application form.

All taxation, social security and other technical information provided in this document reflect our general understanding of relevant laws, rulings and guidelines at the time of printing. As this position may change from time to time, we recommend you seek appropriate and independent professional advice before making any investment decisions.



Optional Benefit

BODY TRANSPORTATION FUNERAL FUND

This fund offers protection for you, should you die away from your current residential address. For a 'once only' premium of \$250.00 the fund offers the benefit of paying for the transportation and any other related preparation, containment or documentation costs up to a maximum of \$3,000 should you die within Australia outside a 70 km radius from your home. These amounts will be reviewed annually by our actuary. For the first 24 months of membership a benefit will be paid in the event of accidental death only i.e. not as a result of illness, natural causes or suicide. The 'once only' premium is not refundable after the expiration of the 30 day 'cooling off' period. Sureplan requires independent evidence of the costs incurred from a third party (eg. the Funeral Director).

The benefit will be limited to actual expenses incurred in transporting the body of the deceased member in a conventional manner from their place of death to their chosen funeral director, in reasonable proximity to the member's current residential address.

To be eligible to join this fund, you must be less than 85 years of age, and either a member of the Sureplan Family Fund or Sureplan Gold. In the event that you change your place of residence you must advise Sureplan Friendly Society in writing (signed by the member) of your new residential address as soon as possible.

As at 30 June 2017, there were 1,255 members of this Fund, and it had total net assets of \$218,893. The liability to pay the benefit is limited to the balance of funds in Sureplan Body Transportation Funeral Fund at the time a benefit is claimed. Sureplan Friendly Society Ltd (the Management Fund and other Benefit Funds) does not support nor has liability to guarantee any shortfall in payments for this Fund. However, the Directors of the Society and the Society's actuary consider that on statistical information and research undertaken by the Society the Fund will be able to meet its obligations to pay benefits.

The Fund's authorised investment strategies are the same as for Sureplan Gold.

FEES

The member pays only the \$250.00 joining fee. However, the Sureplan Body Transportation Funeral Fund may pay the following management fees:

- On the commencement of each policy an initial management fee of \$120.00 may be paid to the Management Fund
- A maximum fee of 2% p.a. of the balance of the Fund calculated and payable monthly
- A maximum annual flat fee of \$5 per member
- Commissions paid to agents for the marketing aspects are paid by the Management Fund
- These costs cover the administration of the Fund.

Stamp duty may apply to your contribution and the rate of stamp duty payable varies from State to State, and if payable, will be paid by the Society.