Additional Information Booklet

Hejaz Islamic Super & Pension

The information in this Booklet forms part of the Product Disclosure Statement ('PDS') for Hejaz Islamic Super & Pension prepared TBC, a copy of which is available from the website, https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension or by phoning 1300 043 529 or writing to super@hejazfs.com.au. Information in this Booklet relates to both Hejaz Islamic Super and Pension accounts, unless otherwise specified.

This Booklet contains general information only which does not take into account any person's needs, objectives or financial situation. Before acting on this information you need to consider its appropriateness in the light of your own objectives, financial situation and needs. You may also wish to obtain independent advice, particularly about individual matters such as taxation, retirement planning and investment risk tolerance. The information in the PDS (including this Booklet) is up-to-date at the date it was issued. Some of the information in this Booklet may change from time to time. If a change is made to information that is not materially adverse information, the PDS (including this Booklet) may not be updated. Updated information will be published on https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension If requested, a paper or electronic copy of any updated information can be sent to you free of charge within 8 business days.

You may request further information about this product (see contact details below). We are obliged to give you further information which has previously been made generally available to the public and might reasonably influence your decision whether to acquire this product. We will tell you if there is a charge to provide you with this further information.

All parties named in the PDS and this Booklet have consented to being named in the form and context in which they have been named. Any statements in the PDS or Booklet attributable to or based on statements made by another person have been included with the consent of the other person.

Where the words 'we', 'us' and 'our' appear they relate to the Trustee.

Trustee

The issuer and Trustee of Hejaz Islamic

Super & Pension products is Equity Trustees Superannuation Limited
ABN 50 055 641 757, RSE License No. L0001458, AFSL No 229757

Hejaz Islamic Super & Pension products are issued from a super fund known as AMG Super (Fund Registration Number R1001006) ('Fund')

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Melbourne VIC 3000
GPO Box 2307, Melbourne VIC 3001
Ph: 1300 133 472 | Fax: (03) 8623 5200

Fund Administrator/Fund Promoter
Acclaim Management Group Limited ABN 52 091 082 058, AFSL No. 305604
PO Box 3528, Tingalpa DC QLD 4173

Hejaz Islamic Division Promotor

Hejaz Asset Management Pty Ltd (ABN 69 613 618 821, a corporate authorised representative (CAR 00128518) of Hejaz Financial Advisers Pty Ltd ABN 49 634 683 613, AFSL 517686)

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Melbourne VIC 3000
Ph: 1300 043 529 | Email: super@hejazfs.com.au | Website: www.hejazfs.com.au

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1. How *Super Work*

Choice *of Fund*

You are able to choose which superannuation entity receives your Superannuation Guarantee (SG) contributions, if you are eligible under Government legislation.

If you would like to have your SG contributions paid into your Hejaz Islamic Super account, and you are eligible to exercise 'Choice of fund', all you need to do is give the 'Standard Choice Form', which you will receive with your membership kit, to your employer. Alternatively, you can phone 1300 043 529 and request one.

If you want more information on Choice of fund, including whether Choice of fund is available to you, contact your employer or go to www.ato.gov.au/super.

If you would like to rollover any other existing super account you have in another fund into your Hejaz Islamic Super account, all you need to do is complete the 'Request to Transfer' form, which you will receive with your Welcome Kit. Alternatively, you can phone 1300 043 529 and request one. You should consider the effect of any transfer on any other super accounts including any fees or charges that may apply to the transfer and the effect of the transfer on insurance cover or other benefits. Contact a licensed or authorised financial adviser for advice about this that relates to your personal situation.

Contributions

Contributions to a Hejaz Islamic Super account can be received from:

- Employers (if you exercise 'Choice of fund')
- Individuals that are members (e.g. Employees and self-employed people)
- Spouses of members
- The Australian Taxation Office.

The Fund does not have any requirements in relation to the frequency of payment for contributions. However, members should be aware of maintaining contributions to ensure there is sufficient money in their account to pay insurance fees for any insurance cover they may have in the Fund.

Member contributions can be paid via Electronic Funds Transfer or Direct Debit. A 'Direct Debit Request Form' should be completed if you would like to contribute via an automatic deduction from your Bank Account. Please note that payment to a Hejaz Islamic Super account by Direct Debit is only available when contributions are paid on a monthly basis. Employer contributions must be paid in accordance with Government requirements (referred to as Superstream requirements).
For information about this, phone 1300 043 529.

The Trustee may reject or refund contributions which contravene contribution rules contained in superannuation legislation. For example, the Trustee cannot accept member contributions for a member without a tax file number (TFN) (see Section 6 of this Booklet for more information about contribution limits that apply for taxation purposes).

How much does your employer have to contribute?

Generally, the Superannuation Guarantee (SG) legislation currently requires most employers to make contributions in accordance with a prescribed percentage (11% for the 2023/2024 financial year) of an eligible employee's ordinary time earnings as defined in the SG legislation and Australian Taxation Office guidance which is issued from time to time. Exceptions apply.

Circumstances in which your employer does not need to pay SG contributions include if you are under 18 years of age and work less than 30 hours per week, or if you are working less than 30 hours per week in either domestic or private employment (e.g. nanny, housekeeper).

Employers may, at their discretion, contribute more than the amount required under the SG legislation.

Employers must pay an eligible employee's SG contributions at least every quarter, subject to penalty provisions and any late contribution arrangements that may apply from time to time. The due dates for quarterly SG contributions are shown below:

SG Quarter	Due date for SG Payment
1 July - 30 September	28 October
1 October - 31 December	28 January
1 January - 31 March	28 April
1 April - 30 June	28 July

For further information about the SG requirements, contact the Australian Taxation Office on 131 020, or visit their web site at www.ato.gov.au/super.

How much do members have to contribute?

There is no minimum amount required to commence a Hejaz Islamic Super account (however this may be varied at the Trustee's discretion). Your initial deposit may be paid in the form of contributions or a rollover from another superannuation arrangement.

Once your account is established, there is no statutory requirement for members to make personal contributions. However, members may contribute to maximise their retirement savings and to maintain any insurance cover they may have in the Fund.

Additional contributions can be made from before-tax salary (e.g. via a salary sacrifice arrangement) or after-tax salary. You should check with your employer whether they allow salary sacrifice arrangements. You should bear in mind that an expanded definition of income applies when assessing a person's entitlement to various government programs including tax benefits relating to superannuation such as tax deductions for personal contributions, the Government co-contribution and spouse contributions rebate. Under this definition, salary sacrifice contributions will usually be classified as reportable employer superannuation contributions and treated as income.

Where an employer agrees to deduct personal contributions from an employee's after-tax salary, these must be forwarded to the Fund within 28 days from the end of the month in which they were deducted.

Contributions are credited to your Hejaz Islamic Super account and then invested in your nominated investment option/s. The balance in your account forms your benefit. The balance will reflect contributions and other amounts paid into your account, adjusted to reflect the investment return from your investment strategy (which may be positive or negative), your share of any fees and costs (including the cost of any insurance taken out) and taxes.

Contributions and Other Transaction

+

Deductions *(fees and costs including any insurance fees)*

–

Investment Earnings *(positive or negative)*

=

Total Balance

Contribution Rules

Superannuation laws dictate when the Trustee can accept contributions from, or for, you.

Following is a table to assist you to work out the eligible contributions that may be made to the Fund.

Superannuation funds cannot accept member contributions for a member whose TFN is not held by the fund.

Contributions made in contravention of the contribution rules must be refunded by the Trustee in certain circumstances within 30 days once the Trustee has been made aware of it. A refund may be adjusted for any permissible investment fluctuations, reasonable costs and insurance premiums for cover provided prior to the refund.

Age group	Employer Contributions			Member Contributions
	Superannuation Guarantee (SG)	Award or other mandated employer arrangement	Voluntary	
Under 67	Yes	Yes	Yes	Yes
67-65	Yes	Yes	Yes	Yes, subject to meeting a 'work test' if you are claiming a personal tax deduction (unless exception applies). See Section 6 of this Booklet for more information.
75 and over	Yes	Yes	No	No, unless they are downsizer contributions*

** Special rules apply to contributions from members that are 'downsizer contributions'. Members aged 60 or more, can make a contribution of up to $300,000 per person ($600,000 per couple) to their superannuation where the funds are sourced from the sale of their principal place of residence providing the property was owned for over 10 years. Other conditions apply - refer to www.ato.gov.au to determine the eligibility criteria. These conditions are subject to change. For example, the government has proposed reducing the age from which downsizer contributions may be made to 55. Go to www.ato.gov.au for up to date information.*

Rollovers from other super funds

You can transfer other superannuation accounts into your Hejaz Islamic Super account by completing a 'Request to Transfer Form' available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension or on request by phoning 1300 043 529. A separate 'Request to Transfer Form' must be completed for each account you wish to transfer. Transfers received from another superannuation fund do not generally count towards contribution limits that apply for taxation purposes.

Other amounts that can be paid into your Hejaz Islamic Super account

There are also other amounts that may be paid into a superannuation fund such as certain disablement amounts on settlement of a disability claim (outside of superannuation) and proceeds from the sale of a small business. Special rules apply to these amounts and there may be taxation implications for you. If you are going to receive any of these amounts or are considering payment of them into superannuation, we recommend you obtain appropriately qualified advice.

Contributions splitting with your spouse

Superannuation legislation allows a member to split contributions made to their Hejaz Islamic Super account with their spouse (including a de facto spouse of the same or opposite sex). Not all superannuation funds offer contributions splitting, but as a member of the Fund, you can take advantage of this facility by completing the relevant form which can be found on https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension or by calling 1300 043 529.

Concessional contributions such as SG, salary sacrifice and personal deductible contributions can be split. It is not possible to split personal non-concessional contributions. Only concessional contributions less any contributions tax payable to the Australian Taxation Office may be split. The amount of concessional contributions that can be split is also subject to a maximum of your concessional contributions limit in the relevant year.

You should also note that certain amounts in your account may not be split such as benefits subject to a family law payment split or payment flag and rollovers from other funds.

Generally, only contributions made in the financial year prior to the financial year when the contributions splitting application is lodged can be split. You can also apply to split contributions made in the financial year in which you transfer or rollover to another fund (provided the application is made before the transfer or rollover occurs).

The Trustee may make any adjustments it considers appropriate to a contributions split, for example, to cater for tax.

How does contributions splitting work?

The Trustee will keep records of the amount of contributions which you are eligible to split with your spouse for a given financial year and should you wish to make a contributions split, we will provide details of those contributions with an application form which must be completed and sent back to us so that the contributions split can be effected.

Please note that your spouse must be either:

- Aged less than their preservation age; or
- Between their preservation age and 65 and not permanently retired.

Your spouse will be required to provide a statement to this effect as part of the application.

You can only make one application per financial year and the Trustee may reject any application without providing reasons. If your application is accepted, the Trustee will pay the split contributions to the superannuation account of your spouse within 90 days of receiving the application. If you wish to contribute for your spouse to a superannuation account with Hejaz Islamic Super, your spouse will need to apply for membership of Hejaz Islamic Super as well.

Government co-contributions

The Government co-contribution applies to non-concessional contributions made by low and middle income earners.

The Government co-contribution partially matches eligible personal non-concessional contributions made by qualifying low and middle income earners, up to a specified amount. The Government co- contribution is paid annually to qualifying low and middle-income earners' superannuation funds.

The Government co-contribution (the amount contributed by the Government) does not count towards either your concessional or non-concessional contribution caps.

Refer to www.ato.gov.au to determine eligibility criteria for the Government co-contribution (including income thresholds and the available co-contribution amount) applicable from year to year.

Low Income Superannuation Tax Offset

Low income earners may receive an offset of up to $500 p.a. which is referred to as a 'Low Income Superannuation Tax Offset' (LISTO). The effect of the LISTO payment is to offset tax paid on concessional contributions. The amount of the offset is paid into the superannuation accounts of eligible members by the Australian Taxation Office.

Accessing your Super Under *Government Legislation*

In certain circumstances you may be able to access your super. In general, if you are an Australian resident, New Zealand citizen or permanent resident, you cannot access your benefit in cash until you are aged 65, or you attain your preservation age and have retired from employment.

Access to your super will depend upon the "preservation" classification that applies to some or all of your account(s). There are three classes of preservation: Unrestricted Non- Preserved Benefits; Restricted
Non-Preserved Benefits and Preserved Benefits.

The benefits payable from the Fund (summarised further below) are subject to restrictions in Government legislation.

Unrestricted non-preserved benefits

These are benefits that are generally rolled-over from another superannuation fund which could have been cashed at a previous point in time. These benefits can be paid out at any time.

Restricted non-preserved benefits

These are benefits which are not preserved but which cannot be cashed until you leave service with your current employer. These become unrestricted non-preserved benefits when you leave the service of your current employer.

Preserved benefits

Preserved benefits include member and employer contributions. From 1 July 1999, all contributions made into superannuation (personal and employer contributions) plus investment earnings must be fully preserved.

If you are an Australian resident, New Zealand citizen or permanent resident, preserved amounts must remain in a complying superannuation fund, approved deposit fund or retirement savings account until you meet a condition of release including you:

- Reach age 65
- Permanently retire after reaching your preservation age as per the table below
- Cease an employment arrangement on or after age 60
- Die
- Suffer a terminal illness condition, as defined in superannuation law at the relevant time
- Become permanently incapacitated, as defined in superannuation law at the relevant time
- Reach your preservation age and elect to access some or all of your superannuation in the form of a non-commutable income stream and remain employed in either a full-time or part-time basis (the Hejaz Islamic Division offers account based pensions including Hejaz Islamic Transition to Retirement pensions which are non-commutable – refer to Section 2 of this Booklet)
- Suffer financial hardship (subject to satisfying the Trustee that you meet eligibility criteria under superannuation legislation which include being in receipt of a qualifying Commonwealth income support for a minimum period)
- Qualify on compassionate grounds as approved by the Australian Taxation Office (for more information please visit www.ato.gov.au)
- Cease employment with a balance of less than $200

Date of Birth	Preservation Age
Before 1 July 1960	55
1 July 1960 to 30 June 1961	56
1 July 1961 to 30 June 1962	57
1 July 1962 to 30 June 1963	58
1 July 1963 to 30 June 1964	59
After 1 July 1964	60

Note: different conditions of release apply to temporary residents. Temporary residents cannot access their super in all of the circumstances outlined above (for further details contact the Fund Administrator).
On expiry of their visa and departure from Australia, a former temporary resident can access their super benefits as a Departing Australia Superannuation Payment (DASP).

Rollovers or transfers to other funds

Although you may not be able to access preserved or restricted non-preserved benefits, you can rollover or transfer superannuation accounts into a fund of your choice.

You may ask us for information you reasonably require for the purpose of understanding any benefit entitlements that you may have, including any fees or charges that may apply to a proposed rollover or transfer and information about the effect of the proposed rollover or transfer on any entitlements. However, we cannot provide you with financial advice that takes into account your personal situation. You should seek such advice from a licensed or authorised financial adviser.

We are only required to transfer or rollover your benefit to another fund after receiving all relevant information as set out in the superannuation regulations. Ordinarily we must transfer or rollover your benefits within 3 days, or 30 days if you have made an investment choice or in some other circumstances, of receiving all relevant information that is necessary to process your request.

If you request a partial rollover or transfer from a Hejaz Islamic Super account to another fund, you should also bear in mind that if there is insufficient money in your account to pay insurance fees associated with any insurance cover you have, the insurance cover may cease.

Benefit Payments *from the Fund*

Subject to legislative rules about accessing superannuation benefits above, the Fund provides benefit payments in a range of circumstances as summarised below. In some circumstances, your benefit may be taken in the form of a pension (see Section 2 of this Booklet for more information).

Death & Permanent Incapacity benefit

If you die or become permanently incapacitated (also referred to as 'totally and permanently disabled') while a member of the Fund, the value of your account will become payable as a lump sum. In addition, any insured amount may also become payable.

Generally, death benefits can only be paid to one or more of your dependants or legal personal representative. For other important information in relation to the payment of death benefits see Section 2 of this Booklet.

In the event of a member's death, the member's legal representative, spouse or relative should notify the Fund Administrator as soon as possible. The Fund Administrator will forward a Benefit Payment Advice which must be completed and returned with supporting documentation, e.g. death certificate and proof of age.

Income Protection benefit

If a member becomes temporarily incapacitated (also referred to as 'totally disabled') and has Income Protection cover, the member may be entitled to an insured disability benefit, payable in the form of regular income amounts.

Withdrawal benefit

When you wish to leave the Fund, we will pay a lump sum withdrawal benefit, which is the value of your account. The cash component of any withdrawal benefit may be paid via Electronic Funds Transfer to the member's bank account. The benefit may not be payable in cash immediately because of the Government's restrictions on accessing your super.

Any partial withdrawal from your account (in cash or by rollover to another fund) must be made on a proportionate basis from your taxable and exempt (tax-free) components. For example, if you request a lump sum withdrawal equivalent to 5% of your account, the 5% must be taken from both your taxable component and your exempt (tax-free) component. You do not have the ability to nominate how you draw down amounts from your account's taxable and exempt (tax free) components. See Section 6 of this Booklet for more information about tax.

Terminal Illness benefit

Where two medical practitioners (at least one of whom is a specialist) have certified that you are suffering from an illness that would normally result in death within 24 months, the value of your superannuation account will become payable as a lump sum. In addition, any insured amount, where payable under the insurance policy, may also become payable.

How are benefit *calculated*

Your Hejaz Islamic Super account comprises all contributions or other amounts paid into your account (including amounts transferred from other funds) after taking into account investment earnings (which may be negative) and relevant fees, costs and taxes. Your Hejaz Islamic Pension account comprises the amount paid into your account (to purchase the pension) after taking into account investment earnings (which may be negative) and relevant fees, costs and taxes. The allocation of earnings will depend on which investment option a member is invested in. Refer to Section 4 of this Booklet for an explanation of the investment options available to you. Pension benefit payments are subject to government restrictions. Refer to Section 2 of this Booklet for more information about the calculation of pension payments.

Hejaz Islamic Investment options

These options are unitised or "unit-linked". What this means is that contributions or other amounts credited to your account buy investment units in the investment options applicable to your account. A Buy price applies when acquiring units. A Sell price applies when selling units. There may be a difference between the Buy and Sell price (referred to as a Buy/Sell charge, spread or margin), however the Hejaz Islamic investment options offered by the Trustee do not currently have a Buy/Sell charge. That is, the Buy price and Sell Price is the same.

Refer to the Fees and costs section of this booklet for information about the fees and costs taken into account in the calculation of unit prices.

Unit prices are usually updated on a daily basis, which means that the performance of your account will keep up-to-date with the actual investment performance of your chosen investment option.

When calculating the unit price for an investment option, the performance of the underlying investments, movements in cash flow, and relevant taxes, fees or costs (other than taxes, fees and costs deducted directly from your account), are taken into account. This may include estimated taxes, fees or costs or provisions for amounts payable (but not yet paid) as determined appropriate from time to time.

If the underlying investments are performing well, then generally the unit price will go up. If the underlying investments are not performing well, then generally the unit price will go down. Your Annual Benefit Statement will show movements in your investment for the year. Alternatively, you can monitor movements in your investments online via HejazIslamicSuperOnline.

The Trustee reserves the right to change the frequency of the calculation of unit prices, to defer applications and withdrawals, and/or to defer valuations if the Trustee believes that this is in the best financial interests of members (for example, if an underlying investment fund or product becomes illiquid) or it is required to do so by law.

Proof of *Identify*

As a result of Government reforms designed to counteract money laundering and terrorism financing ('AML/CTF legislation'), the Trustee must adhere to a range of obligations including customer identification and verification, ongoing customer due diligence and reporting suspicious matters to AUSTRAC (the government body responsible for administering the AML/CTF legislation).

The Trustee has established an AML/CTF Program under which you may be required by the Fund Administrator to provide proof of identity in situations such as:

- Notifying us of a name change;
- Requesting to cash in some or all of your super;
- Requesting to transfer some or all of your super to another superannuation fund;
- Commencing a pension;
- Requesting information about your account or authorising release of information regarding your account to a third party.

These requirements may also be applied by the Trustee from time to time in relation to the administration of your superannuation benefits as required or considered appropriate under the Government's legislation. You will be notified of any requirements when applicable. If you do not comply with these requirements, there may be consequences for you, for example, a delay in the payment of your benefits.

As a result of the requirements, the Trustee is subject to the supervision of AUSTRAC that has responsibility for the Government's AML/CTF legislation. The Trustee is required to provide yearly compliance reports to AUSTRAC and notify AUSTRAC of suspicious transactions. This may involve the provision of personal information about you to AUSTRAC.

There are specific requirements regarding how proof of identity documents are to be certified, and what type of document is to be supplied. Please phone 1300 043 529 for more information.

Family Law and *Your Super*

Couples divorcing or separating (including qualifying de facto spouses of the same or opposite sex) may be able to divide their superannuation benefits by agreement or by court order. If you have more than one account in the Fund, this may apply to one or more of your accounts.

This may impact on members of the Fund who, in the event of a relationship breakdown, make a financial arrangement or have an order made by the Family Court.

The Trustee may be required to provide certain information about your account to certain 'eligible persons' (including a member's spouse) in certain instances without notifying you of the enquiry.

A payment flag may be placed on your benefit in the Fund through an agreement between you and your spouse or through a court order. The presence of this flag requires us to prevent certain types of withdrawals being made from the Fund.

For more information about splitting super under family law legislation, consult your legal adviser.

Payment of Unclaimed and Other Super Money to the *Australian Taxation Office*

Under Federal Government (Unclaimed Money) legislation, there are a number of circumstances in which superannuation must be paid to the Australian Taxation Office including:

- Inactive benefits of an uncontactable member who has reached age 65;
- Certain benefits of 'lost members' if they are either uncontactable or inactive (as defined in regulations). In summary, the following accounts of 'lost' members must be paid to the Australian Taxation Office:
    1. Account balances of less than $6,000 (or such other threshold determined by the Government from time to time); or
    2. Accounts which have been inactive for a period of 12 months and there are insufficient records to ever identify the owner of the account.
- Amounts relating to a superannuation account that is deemed to be 'inactive low-balance account'. A member's account is considered an inactive low-balance account when the following criteria are met:
    1. The account balance is less than $6,000 (at the relevant date)
    2. We have not received an amount (such as a rollover from another fund or a contribution) for the member within the last 16 months
    3. The member has no insurance cover and has not satisfied a relevant condition of release
    4. The member has not changed their investment options or insurance in the last 16 months
    5. The member has not made or amended a binding death benefit nomination in the last 16 months, and

6. The member has not made a written declaration to the Australian Taxation Office or the Fund in the last 16 months that they don't want their super to be transferred to the Australian Taxation Office. Contact us if you would like to make this declaration.

- A former temporary resident's superannuation benefit where it has been at least six months since they have departed Australia and their visa has lapsed.

Superannuation funds must report and pay amounts that meet relevant criteria in the Federal Government (Unclaimed Money) legislation as at particular dates (twice yearly). We must pay these amounts to the Australian Taxation Office when required, even if you are contactable (i.e. even though you are not a lost member).

The Australian Taxation Office will try to reunite your super money with an active account you hold elsewhere or you can contact the Australian Taxation Office to find any ATO-held super that belongs to you and nominate that it be paid or transferred to another fund (subject to preservation rules). Further information about money payable to the Australian Taxation Office under Federal Government (Unclaimed Money) legislation can be obtained from the Australian Taxation Office website (www.ato.gov.au).

If you are a former temporary resident whose superannuation benefits are transferred to the Australian Taxation Office as unclaimed money, you may not be notified of this or receive an exit statement after the transfers occurs. The Trustee will rely on relief provided by the Australian Securities & Investments Commission (ASIC) Corporations (Unclaimed Superannuation – Former Temporary Residents) Instrument 2019/873] which says, in effect, that the trustee of a superannuation fund is not obliged to meet certain disclosure requirements in relation to non- residents that have ceased to hold an interest in the fund as a result of the payment of unclaimed superannuation to the Commissioner of Taxation. You have a right, under the Government's legislation, to claim your super money directly from the Australian Taxation Office (subject to the applicable tax rates).

If you require any further information, phone 1300 043 529

Privacy

The Fund is subject to a Privacy Statement to protect your personal information.

Your right to privacy

When you provide instructions to us, we will be collecting personal information about you. This information is needed to admit you as a member of the Fund, administer your benefits and identify when you may become entitled to your benefits and to comply with Australian taxation laws and other applicable laws and regulations. If the information requested is not provided, we may be unable to process your application or administer your benefits, or your benefits may be restricted.

Privacy Policies

The Trustee's privacy policy can be found at www.eqt.com.au/global/privacystatement.

The Fund Administrator's privacy policy is available at www.acclaimwealth.com.au/privacy.

AIA Australia Limited (ABN 79 004 837 861, AFSL 230043) (AIA Australia) (Insurer) is the Fund's Insurer. The Insurer's privacy policy can be accessed at https://www.aia.com.au/en/privacy-policy.

If you have any queries or complaints about your privacy please contact:

Privacy Officer, Equity Trustees
PO Box 96, Flinders Lane VIC 8009
Ph: 1300 043 529
Email: super@hejazfs.com.au

Use and Disclosure

The information that you provide may be disclosed to certain organisations to which we have outsourced functions, or which provide advice to us and/or to Government bodies, including but not limited to:

- Organisations involved in providing, administration and custody services for the Fund, the Fund's insurers, accountants, auditors, legal advisers, and/or those that provide mailing and/or printing services.
- In the event that you make a claim for a disablement benefit, the insurer may be required to disclose information about you to doctors and other experts for the purposes of assessing your claim.
- Relevant service providers to verify your identity by electronic verification.
- The ATO, APRA, ASIC, AUSTRAC, Centrelink and/or other government or regulatory bodies.
- Those where you have consented to the disclosure and/or as required by law.
- These organisations may be situated in Australia or offshore.

Collection of TFN

We are authorised by law to collect your TFN under the Superannuation (Industry) Supervision Act 1993 (Cth). Your TFN will only be used for legal purposes including calculating the tax on payments, providing information to the ATO, transferring or rolling over your benefits to another superannuation fund and for identifying or finding your superannuation benefits where other information is insufficient.

You do not have to supply your TFN but if you do not, your benefits may be subject to tax at the highest marginal rate on withdrawal plus the Medicare levy.

Direct Marketing

We may from time to time provide you with direct marketing and/or educational material about products and services we believe may be of interest to you. Should you not wish to receive this information (including by email or electronic communication), you have the right to "opt out" by contacting us:

Privacy Officer, Equity Trustees
PO Box 96, Flinders Lane VIC 8009
Ph: 1300 043 529
Email: super@hejazfs.com.au

2.
Benefits of Investing with *Hejaz Islamic Super & Pension*

Flexible *Membership Options*

Hejaz Islamic Super and Hejaz Islamic Pension products allow you to take control of your superannuation in line with Islamic beliefs, and to help you reach your retirement goals faster (subject to Government requirements as outlined in Section 1 of this Booklet). This section details the options that allow you to take control of your super membership. You can take advantage of these options when you apply for membership, or at any time while you remain a member of these products.

Contribution options

Refer to Section 1 of this Booklet for more information about the contributions that can be made by you, or on your behalf, to a Hejaz Islamic Super account. Contributions cannot be made to a Hejaz Islamic Pension account after the Pension account has commenced.

Transferring other super accounts into Hejaz Islamic Super

If you have other superannuation with other super funds you may wish to transfer them into your Hejaz Islamic Super account. All you need to do is complete the “Request to Transfer Form”, available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension return it to us and we will take care of the rest.

Before making any decisions to transfer, please ensure you consider any fees (eg. sell spread) and insurance applicable to your other superannuation account. Eligible Hejaz Islamic Super account holders may apply to the Fund’s Insurer to transfer the amount of existing insurance cover to their account (insurance cover is not available with a Pension account).

Investment options

The following Shariah compliant investment options are available for your Hejaz Islamic Super and/or Pension account:

- Hejaz Islamic Conservative
- Hejaz Islamic Balanced
- Hejaz Islamic Growth.

See Section 4 of this Booklet for more information.

Insurance options

Hejaz Islamic Super account holders are able to apply for insurance cover through their accumulation (super) account. This is a cost effective way to pay for insurance cover as you pay for your insurance fees from contributions to your account. Insurance options available are:

- Death cover, including terminal illness cover
- Total and Permanent Disablement (TPD) cover
- Income Protection (IP) cover.

Eligibility criteria apply. See Section 7 of this Booklet for more information.

Converting to a Hejaz Islamic Pension

Eligible members can convert their Hejaz Islamic Super account into an Account Based Pension or Transition to Retirement Pension, summarised further below.

The Hejaz Islamic Pension products are also issued by Equity Trustees Superannuation Limited. You must have ‘unrestricted non-preserved’ benefits within a superannuation or rollover account to commence an Account Based Pension. Members who are aged 65 or more may begin a standard Account Based Pension. A Transition to Retirement Pension is a non-commutable account based income stream which can be commenced using ‘preserved’ benefits on reaching your preservation age, while remaining in part time or full time employment.

You must complete a ‘Pension Application Form’ available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension to open a pension account, however if you open a Transition to Retirement Pension account, you may not be required to complete an application form to start a standard Account Based Pension (that is, a Transition to Retirement Pension converts into a Standard Account Based Pension automatically in certain circumstances). You should read the information about pensions below before making any decision to acquire a pension product, and obtain advice relating to your personal situation from a licensed or authorised financial adviser.

There is a lifetime limit (up to $1,900,000 for the 2023/2024 financial year) on the total amount of superannuation a person can transfer into ‘retirement phase’ pension accounts other than Transition to Retirement Pension accounts.
This limit is referred to as a ‘transfer balance cap’ which, if breached, will have taxation consequences for you. For further information, refer to Section 6 of this Booklet.

In some circumstances, if after commencing an Hejaz Islamic Pension you cease to have an accumulation account in the Fund, the Trustee may open a Hejaz Islamic Super account for you where the Trustee is required to transfer amounts in excess of your transfer balance cap out of your Hejaz Islamic Pension. It may do this without providing you with prior notification that the account will be established or that an amount will be removed from your Hejaz Islamic Pension. The Trustee reserves the right to do whatever may be required or considered appropriate in order to address taxation requirements applicable from time to time.

Account Based Pensions *(Including Transition to Retirement Pensions)*

Important: The pension you can draw from your pension account in a year is subject to limits prescribed by the Government. This product may not provide a pension for the rest of your life. Payments will only continue to be paid until the balance in your account is zero.

The amount of the balance in your account is determined by the amount of your initial investment, the investment returns earned (including any negative returns), the fees and costs, taxes applicable to Transition to Retirement Pensions and how much pension has already been paid to you.

An account based pension allows you to receive (or draw down) your superannuation benefits as a regular tax-effective income stream.

The Hejaz Islamic Pension product offers two types of Account Based Pensions to eligible members:

- **A Standard Account Based Pension** for those who have retired or satisfied some other condition of release which allows full access to a member's superannuation benefits (i.e. for those with unrestricted non-preserved benefits); and
- **A Transition to Retirement Pension** for those who have reached their preservation age but have not retired or met some other condition of release. With a Transition to Retirement Pension, as you are still working, you can continue to receive employer contributions into a Hejaz Islamic Super account while at the same time drawing on your super via a separate pension account to supplement your employment income. Whether this is appropriate for you depends on your individual circumstances.

The features of a Standard Account Based Pension and a Transition to Retirement Pension are similar, but not identical. If you commence a Transition to Retirement Pension, once you retire, or satisfy a condition of release such as retirement or permanent incapacity, your Transition to Retirement Pension will continue as a Standard Account Based Pension. An important difference between Standard Account Based Pensions (including Transition to Retirement Pensions that automatically convert to a Standard Account Based Pension) and Transition to Retirement Pensions is that net earnings relating to Transition to Retirement Pensions are subject to tax at a maximum rate of 15%. For further information, refer to the 'How super is taxed' section of this Booklet. This section of this Booklet summarises the key features of both types of account based pensions, including any differences applicable to Transition to Retirement Pensions. Account Based Pensions are subject to pension standards contained in superannuation legislation which must be adhered to by the Trustee. This Booklet does not describe all of the pension standards. If you require any further information, contact the Fund Administrator.

How do Account Based Pensions work?

Account Based Pensions (in particular, Standard Account Based Pensions) are a tax effective structure which provide an income stream, or pension, in retirement or, in the case of a Transition to Retirement Pension, if you have reached your preservation age. The money used to acquire an Account Based Pension is allocated to a separate pension account. Any investment earnings (net of relevant fees and costs, and tax where applicable) are added to the pension account. Pension payments and any other fees and costs (and tax, in the case of Transition to Retirement Pensions) are taken into account in determining your account value. You can select the level of pension to receive (subject to Government prescribed limits), and the payments continue until no monies are left in your pension account.

The length of time over which pension payments continue will depend primarily on the following factors:

- The amount of your initial investment;
- The amount of pension payments received each year;
- The amount of investment earnings (which may be positive or negative);
- The amount of fees and costs applicable to your investment or account;
- The amount of tax applicable to a Transition to Retirement Pension; and
- Any lump sum withdrawals taken (where permissible).

How tax effective Account Based Pensions, including Transition to Retirement Pensions, are for you depends on your personal circumstances.

Initial Investment

A Standard Account Based Pension can be purchased with superannuation benefits or payments which are unrestricted non-preserved benefits (i.e. on satisfaction of a condition of release with no cashing restriction).

A Transition to Retirement Pension can be commenced with superannuation benefits or payments that are restricted non-preserved benefits or preserved benefits (i.e. on reaching your preservation age where you have not satisfied some other condition of release that provides full access to your accumulated superannuation savings).

You can only purchase an Account Based Pension if you are an Australian citizen, New Zealand citizen or permanent resident of Australia. They are not available to temporary residents (subject to some limited exceptions – contact us for details).

Subject to the transfer balance cap, you can use accumulated superannuation savings in a Hejaz Islamic Super account to purchase a Standard Account Based Pension or Transition to Retirement Pension or transfer benefits from any other complying superannuation fund or other permissible sources at any time. If you use accumulated savings in a Hejaz Islamic Super account, on acceptance of your Pension Application, your investments for that account will be redeemed and re-invested in the equivalent Pension investment options.

For Transition to Retirement Pensions, you must retain a minimum of $5,000 in your Hejaz Islamic Super account to keep it open to receive future contributions.

The minimum initial investment is $20,000 to commence an Hejaz Islamic Pension. The maximum initial investment to commence an Hejaz Islamic Pension (other than a Transition to Retirement Pension) is up to $1.9 million for the 2023/2024 year. The maximum will be indexed in accordance with the transfer balance cap in Government legislation. Your personal transfer balance cap may be lower than $1.9 million (between $1.6 million and $1.9 million) depending on your individual circumstances. The maximum initial investment limit does not guarantee that your transfer balance cap will not be exceeded, as it is your responsibility (not the Trustee's responsibility) to monitor this cap.

This maximum investment limit does not limit any growth in your pension account after it is established, from investment earnings. Under Government legislation, this limit applies across all 'retirement phase' pensions you have in Australia's super system, however to help manage adherence to this limit, we also apply this at a Pension account level as well. If you have other 'retirement phase' pensions in other superannuation fund, there may be taxation consequences for you, and you may be required to commute some or all of your retirement phase pension. If you 'commute' your pension entitlement it means that you exchange some or all of your future pension payments for a lump sum. This option is typically called a commutation or 'cashing out' your pension benefit. You should ensure you monitor the amount of super savings you convert into a 'retirement phase' pension, across all superannuation funds you participate in, to avoid any adverse consequences.

If you intend to start your pension with money from different sources, we will generally start your pension after receiving the final amount. If we haven't received all expected amounts within 30 days of having received the first amount, we will generally start the pension with the amounts received up to that point. Any amounts received subsequently cannot be added to that pension, but can be used to start a new pension.

In summary, providing you meet the eligibility conditions for the receipt of contributions by a superannuation fund, the types of contributions or other amounts that the Fund can accept on your behalf to a Hejaz Islamic Super account prior to commencement of your pension include:

- Your own contributions
- Contributions from your employer
- Contributions from your spouse
- Rollovers or transfers from other acceptable superannuation products.

You may at any time rollover investments in other superannuation funds to your Hejaz Islamic Super account prior to commencing a pension. Before closing any other superannuation account that you may have, you should consider what costs you may incur, what benefits you may lose or any other significant implications of closing your account. For advice that takes into account your financial situation, needs or objectives we recommend you contact a licensed or authorised financial adviser.

Generally, no tax is applied on amounts rolled over into a Hejaz Islamic Super account, or transferred from a Hejaz Islamic Super account to commence your pension account, unless the rollover contains an untaxed element. In this case, the Trustee is generally required to deduct tax at 15% on that amount.

Refer to Section 1 of this Booklet for more information about amounts that can be paid into a Hejaz Islamic Super account prior to commencement of a pension and Section 6 of this Booklet for a summary of relevant taxation information.

Additional contributions or transfers into a pension account cannot be made once an Account Based Pension has commenced. Instead, additional Account Based Pensions can be commenced (in this case, the maximum initial investment will also apply, however you should consider your personal transfer balance cap when commencing an additional pension).

How do I start an Account Based Pension?

To commence payment of an Account Based Pension, you will need to complete and submit a 'Pension Application Form' available at https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension and select the type of pension you wish to commence either:

- Standard Account Based Pension option (only available to members who have retired or satisfied some other condition of release which provides them with unrestricted access to their superannuation savings); or
- Transition to Retirement Pension (only available to members who have reached their preservation age but not satisfied some other condition of release).

For a summary of applicable conditions of release, refer to Section 1 of this Booklet.

Subject to the Trust Deed and requirements of superannuation laws, the Trustee may accept your request to commence payment of an Account Based Pension. The Trustee reserves the right to reject your application in whole or in part, if it considers it necessary or appropriate, for example, to manage tax related obligations.

How you structure your pension arrangements may affect the tax you pay. For this reason, before commencing an Account Based Pension, we recommend you consult a licensed or authorised financial adviser having regard to your individual circumstances (including tax and social security implications applicable to your personally). Pension products are complex and have different taxation and social security consequences so it is important to obtain personal taxation advice.

Account Based Pension payments

Government legislation requires that payment amounts must meet minimum limits based on minimum payment percentage depending on your age and your account balance. The minimum annual pension payment percentages are set out below:

Age*	Temporary percentage factor (2022/2023 financial year) ^	Percentage of Account balance in future financial years^
Under 65	2.00%	4.00%
65 – 74	2.50%	5.00%
75 – 79	3.00%	6.00%
80 – 84	3.50%	7.00%
85 – 89	4.50%	9.00%
90 – 94	5.50%	11.00%
95 +	7.00%	14.00%

** your age at commencement or each 1 July thereafter.*
^ your account balance at commencement or each 1 July thereafter. Up to date information about any changes that may be made to the minimum pension payment limits are available to you at www.hejazfs.com.au or by email at super@hejazfs.com.au. As at the date of preparation of this Booklet, the temporary reduction in the minimum pension payment percentage has not been extended to the 2023/2024 financial year.

The minimum pension payment amount for the financial year in which a pension is commenced is adjusted for pensions commenced part way through a year. A minimum pension payment is not required in the first year for pensions commenced in June. Transfers to another superannuation fund and any commutations do not count towards meeting the minimum pension payment requirements.

For a Standard Account Based Pension, you can select any amount of pension income above this minimum that you wish (no maximum payment applies). For a Transition to Retirement Pension, a maximum limit of 10% of the account balance applies, each financial year, based on the value of your account as at 1 July or the date you started your pension (if after 1 July). This maximum applies until such time as you satisfy another condition of release (such as retirement, permanent incapacity) which allows you full access to your pension account. (The maximum amount is also adjusted for pensions commenced part way through a year).

You may also choose to index your pension payment amounts by a set percentage each year, such as CPI (inflation), subject to the prescribed government maximum limit for Transition to Retirement Pensions, noted above. You should be aware that the size of your annual pension payments will affect how long your pension lasts. Also, transfers from a pension account to another account or superannuation fund, don't count toward meeting the minimum payment requirement.

The amount and frequency of pension payments (subject to the prescribed Government payment limits) can be changed at any time by phoning 1300 043 529. To enable this alteration to take effect from the next pension payment, your request would have to be received by the end of the month immediately preceding the month in which the payment is to be altered. The Trustee has the right to restrict withdrawals and changes to your pension amounts and frequency. Any variation in your pension payment will be treated as a regular pension payment (not a commutation) unless you elect (where permissible) that the amount is not a pension payment. Lump sum commutations and pension payments are taxed differently. You are unable to elect that a payment from your Transition to Retirement Pension is not a pension payment (i.e. all payments from Transition to Retirement Pensions will be treated as regular pension payments for tax purposes).

Your pension payments will be automatically adjusted as at 1 July each year (where necessary) to ensure the Government's prescribed minimum payment is made.

Pension payments can be made on a fortnightly, monthly, quarterly, half-yearly or yearly basis by a direct deposit to your nominated bank, building society or credit union account. Payments will usually be made on the 15th of the month to your nominated account. You can change the method of payment at any time. Pension payments are subject to any benefit payment requirements in Government legislation.

Payments are made by withdrawing units from an investment option(s) nominated by you in relation to your pension account up to the value of your payment amount. If you do not nominate a particular option or during the year the balance of the option you have nominated is insufficient to make the payment as you have instructed, the payment will be made from another investment option applicable to your pension account as selected by the Trustee.

Account Based Pension commutations

For a Standard Account Based Pension, you may withdraw (commute) all or part of your pension as a lump sum. Partial commutations are subject to the balance remaining in the pension account being greater than $20,000, and the balance being sufficient to meet the minimum payment requirement for the year (in which the part commutation is being made). Payments made in commutation or partial commutation of your pension are generally subject to tax at lump sum rates based upon the components of your benefit and your age on the date of payment. See Section 6 of this Booklet for information about the current lump sum tax rates.

For a Transition to Retirement Pension, withdrawals (commutations) are not permitted except in very limited circumstances including:

- In order to transfer back into the accumulation phase of your superannuation benefits (e.g, a Hejaz Islamic Super account within the Fund); or
- To rollover your benefit into the accumulation or pension product of another complying superannuation fund or retirement savings account; or
- Upon death.

If your Transition to Retirement Pension includes any unrestricted non-preserved component, it may be taken as a cash sum at any time (i.e. as a partial commutation). The pension can also be accessed in cash in some other limited circumstances (e.g. to give effect to a family law payment split). Once you satisfy another condition of release (such as retirement, permanent incapacity) which allows you full access to your pension account, the withdrawal restrictions will no longer apply and your pension will become a Standard Account Based Pension.

When any benefit is paid from your pension account, it must comprise both tax-free and taxable components, in the same proportions as your total interest. You cannot nominate to withdraw specific components from your interests in the Fund. For example, if you request a lump sum withdrawal equivalent to 5% of your account balance, the 5% must be taken from both your taxable component and your exempt (tax-free) component. You do not have the ability to nominate how you draw down amounts from your pension account's taxable and exempt (tax free) components.

You should discuss your intention to commute with a licensed or authorized financial adviser before you take any action in that respect. Any withdrawals are also subject to any benefit payment requirements in Government legislation.

You should also note that there are some situations in which you may be required to commute all or part of your pension by the Australian Taxation Office and/or the Trustee, to ensure that the tax-free status of underlying pension assets is maintained.

Reversionary benefits

Before your pension starts, you can nominate your spouse (including a de facto spouse of the same or opposite sex) as a 'reversionary beneficiary', that is, a beneficiary who can continue to receive your pension. This means that if you die with money in your pension account and your reversionary beneficiary nomination is valid and effective when you die, a reversionary pension may continue to be paid to your spouse.

Death benefits can only be paid as a pension to a reversionary beneficiary who is a dependant at the date of a member's death. This restriction will override any provision in the governing rules to the contrary. It will also override any nomination of a reversionary beneficiary made by you. Where you have nominated a reversionary beneficiary to continue to receive your pension, you are unable to make another type of binding nomination linked to your pension account. To revoke or change a reversionary beneficiary nomination (including a change from a reversionary beneficiary nomination to a binding nomination) you must restart your pension.

Alternatively, a lump sum payment can be made to your spouse, other dependant, or your estate (legal personal representative), or a combination thereof. You may nominate one or more dependants or your legal personal representative, to receive all or part of your benefits as a lump sum (see page 14 for more information). The Trustee may determine whether the benefit is to be paid as a lump sum or a pension. If the benefit is paid as a lump sum, the remaining balance in the pension account will be paid. The payment of all benefits is subject to the terms of the Trust Deed governing the Fund, and superannuation laws.

Social security and veterans' affairs

Your Account Based Pension may affect your entitlement to the government age pension and any other social security payments. In particular:

- Your Account Based Pension account balance is counted for the assets test; and
- Your pension payments are counted as deemed income for the income test.

For more information about the income test and assets test, go to Centrelink's website, www.centrelink.com.au. You can also request to speak with a 'Financial Information Service Officer' (FIS Officer) who may provide information to people over the telephone. To speak to a FIS Officer, you can telephone 132 300. Alternatively, speak to a licensed or authorised financial adviser.

Nominating *Beneficaries*

In the case of all accounts in the Fund, the Fund provides three options for nominating how your benefit should be paid upon your death – a non-binding nomination, a lapsing binding nomination and a non-lapsing binding nomination. In the case of Pension accounts, a further option is available – a reversionary beneficiary nomination (see the information about pensions earlier in this section of this Booklet).

For each account you have, you can only make one type of nomination.

Non-binding nomination

Your death benefit will be paid to one or more of your dependants and/or legal personal representative in a manner decided by the Trustee. You can tell the Trustee who you would prefer the benefit to go to by completing the Nomination of Beneficiaries form available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension You can change your nomination at any time by informing the Trustee in writing. Please note that your nomination is not binding on the Trustee - the Trustee must determine how the benefit should be paid by considering the circumstances of each potential claimant in accordance with the Trust Deed, governing rules and applicable legislation.

Binding nomination

You also have the option to make a Binding Nomination using a Binding Nomination of Beneficiary form available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension. The duly prepared or completed binding nomination must then be lodged with the Trustee to be effective.

When you make a valid and effective Binding Nomination of Beneficiary, you override the Trustee's discretion in determining who should receive your superannuation benefits in the event of your death. What this means is that the Trustee must pay the benefits to the beneficiaries specified by you and in the proportions that you specify provided your nomination is valid and in effect at the time of your death.

There are two types of Binding Nominations available:

- Non-lapsing Binding Nomination: means the nomination will not expire, and will remain valid on your account until you notify us otherwise.
- Lapsing Binding Nomination: means the nomination expires three years after the date on which you sign and date the 'Binding Nomination of Beneficiaries Form'. If you do not make another nomination at that time, your binding nomination will no longer be valid and the Trustee will have discretion to decide to whom the benefit is paid.

If you wish to change an existing binding nomination you can do this by completing and lodging another Binding Nomination of Beneficiary form - from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension. You should refer to section 6 of this form for important information about binding nomination of beneficiaries.

It is also important to be aware that if you nominate a beneficiary who is not a dependant at the time of your death or legal personal representative, your nomination will be invalid and the Trustee will be required to decide to whom the benefit is paid. There may be other circumstances in which a binding nomination will be invalid or ineffective (e.g. court order).

Dependants/Interdependency

Nominated beneficiaries may include eligible dependants or a legal personal representative. In all cases, a dependant is usually your spouse or any child, or any other person who is financially dependent on you or interdependent at the time of your death.

A couple may be regarded as "spouses" to each other where they are legally married, living with each other on a genuine domestic basis in a relationship as a couple or, in certain circumstances, have registered their relationship under State or Territory laws. This means that same sex spouses may qualify as dependants.

A "child" may include a child of the member or of the spouse of the member (including an adopted child, step-child or ex-nuptial child or someone who is a child within the meaning of the Family Law Act 1975).

Generally, two people have an interdependency relationship if:

- They have a close personal relationship;
- They live together;
- One or each of them provides the other with financial support; and
- One or each of them provides the other with domestic support and personal care.

In addition, if a close personal relationship exists but the other requirements above are not satisfied because of a physical, intellectual or psychiatric disability (for example, one person lives in a psychiatric institution suffering from a psychiatric disability), then an interdependency relationship may still exist. An interdependency relationship may also exist in other circumstances.

Financial dependency depends on the circumstances of each case. The Trustee will consider relevant circumstances at the relevant time, to assess whether a person qualifies as a dependant of a deceased member.
You may revoke or change your nomination at any time by completing a new nomination form available from
https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension

A person's situation can change during a year – you might get married, have children, become divorced, or there may be some other change to your domestic situation. When these types of changes do occur, it is important to take the time to review how these changes might be relevant to the dependants you have nominated for your superannuation fund.

What we do to *keep you informed*

At least once every year, the Trustee will:

- Give or provide you with access to, in writing, a Member's Annual Benefit Statement – it shows details about your account, your benefits, and a summary of transactions over the last year. This will be posted to your mailing address or made available to you after the end of each financial year. If you have more than one account, you will be given, or provided access to a separate Benefit Statement for each account.
- Issue an Annual Report accessible from the website for the Fund (unless you request that Reports be sent to you) – this will provide you with details about the Fund, its operation, and its performance. Please note that the Annual Report will, by default, be available from the website. This can be accessed by visiting https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension If you elect to have the Report sent to you, a hard copy, or electronic copy, will be sent to you free of charge for each financial year/reporting period, until you advise that this is no longer required. If you require any further information, phone 1300 043 529.

During the year, you can keep up to date with information about Hejaz Islamic Super & Pension products:

- By visiting www.hejazfs.com.au.
- By using HejazIslamicSuperOnline – an online facility for interactive access to your superannuation and/or pension account
- By phoning 1300 043 529.

Members may also obtain or view the following information upon written request to the Trustee:

- Copy of the Fund Auditor's Report
- Copy of the latest audited Fund accounts
- Provisions of the Trust Deed which relate to your membership.

In addition, you may request information from the Trustee in order to:

- Confirm transactions relating to your account;
- Understand any benefit entitlements that you may have or used to have;
- Understand the main features of the product(s) you hold;
- make an informed judgment about the management, financial condition and performance of the Fund as it relates to the product(s) you hold; and
- Understand relevant investments of the Fund.

You can obtain forms, product dashboards, target market determinations relating to Hejaz Islamic Super and Pensions, Trustee and executive remuneration, information about significant event notices, other information or documents required by law, as well as investment updates and other general information via https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension.

If you have any questions regarding the Fund, Hejaz Islamic Super & Pension products, insurance, contribution and investment options, pension options or your benefits, please phone 1300 043 529.

Internet access

A comprehensive web site has been developed by the Promoter to provide members with up to date information on member benefits. Members can view and access the following by visiting www.hejazfs.com.au:

- Annual Reports
- Other Disclosure Documents
- Financial Reports
- Governing Documents
- Forms

Members can also access their account online by using HejazIslamicSuperOnline – an internet facility for interactive access. Your account is protected by a personalised PIN. Access to your account can be given by phoning 1300 043 529, who will supply you with your PIN and login details. HejazIslamicSuperOnline is provided by the Fund Administrator.

On the website or via your secure login, you are able to view the following:

- Account balance
- Insurance details
- Transaction history
- Nominated beneficiaries
- Unit prices.

Each of the Promoter and Fund Administrator are responsible for the website and internet facilities they provide, including any information or advice they give.

The Trustee is not responsible for any information on the website that is not issued or prepared by or on behalf of the Trustee.

Experienced *Team*

The Trustee

Equity Trustees Superannuation Limited (ABN 50 055 641 757 AFSL No 229757 RSE Licence L0001458) is a professional trustee responsible for managing the Fund (including Hejaz Islamic Super & Pension products) and its service providers to ensure that it complies with all legal requirements and operates in the best financial interests of members. The Trustee has engaged a number of service providers including those set out below.

The Fund Promoter

Acclaim Management Group Limited (Acclaim Wealth) is a joint venture of independent Queensland based enterprises, established to promote the Fund. As promoter, Acclaim Wealth provides promotional and other services to the Fund.

The Fund encapsulates the Fund Promoter's aim to provide a Fund with the flexible features individuals and businesses need. The shareholders of Acclaim Wealth are DDH Graham Limited (ABN 28 010 639 219) (AFSL No 226 319) (DDH Graham) and Pension Investments Pty Ltd (ACN 122 054 871) (Pension Investments).

DDH Graham Limited is the manager of cash investments in the Fund.

The Fund Administrator

Acclaim Wealth is also the administrator of the Fund. The Fund Administrator attends to the day-to-day administration of the Fund and is associated with DDH Graham which has many years' experience in managed fund and superannuation administration.

The Hejaz Islamic Division Promoter

Hejaz Asset Management Pty Ltd (ABN 69 613 618 821), a corporate authorised representative of Hejaz Funds Management Pty Ltd ABN 87 138 165 901, AFSL 339583, is the Promoter for the Hejaz Islamic Super & Pension products (Division Promoter). The Division Promoter also provides some investment services to the Trustee in relation to the Hejaz Islamic Super & Pension products.

Hejaz Asset Management Pty Ltd is also the investment manager for underlying investment funds in which the Division invests and is responsible for Shariah compliance and ethical advisory services in relation to these investment funds.

The Hejaz Islamic Division encapsulates the Division Promoter's aim to provide a access to superannuation products with the flexible features individuals and businesses need, while also aligning with Islamic investment principles.

The Asset Consultant

TAG Asset Consulting Group Pty Ltd trading as Atchison Consultants (ABN 58 097 703 047), (AFSL No 230846) (Atchison) acts as asset consultant to the Fund. Atchison is experienced in assessing all investment matters relevant to a Fund.

Agreements with service providers

The Trustee has entered into written agreements with the following service providers to the Fund, as relevant to the Hejaz Islamic Division:

- An Administration and Promoter Agreement with Acclaim Wealth in relation to the Fund; and
- A Promoter Agreement and Investment Services Agreement with Hejaz Asset Management Pty Ltd in relation to the Hejaz Islamic Division
- An Asset Consultant Services Agreement with Atchison.

Each of these agreements appoints the service provider to provide certain services to the Fund and/or the Division. The Trustee has the right to terminate the appointment of service providers in certain circumstances and may appoint replacement or other service providers from time to time.

3. Risk of *Super*

What risks can affect *your investments?*

When considering Hejaz Islamic Super and Pension products you should carefully consider the various types of risks which have the potential to influence the performance of your investment. The impact of these risks will vary depending on the asset classes in which you invest. The level of risk will also depend on the extent to which you diversify your investments amongst these asset classes. Please refer to Section 4 of this Booklet for further information including a description of the asset classes and the risk profile of each investment option.

This is a guide only. It does not take into account your personal circumstances. You should consult a licensed or authorised financial adviser for advice about how these risks impact you having regard to your personal situation.

The main factors which may impact the performance of the Fund, the Hejaz Islamic Super & Pension products or its investment options, include but are not limited to the following:

Investment risk

The value of investments can rise and fall or investment returns can fluctuate. Falls in the value of your investment mainly occur when underlying investments that you have invested in experience a fall in the value of the assets.

Changes in the value of investments and/or investment return volatility depends on the nature of the underlying investments. Investment risk differs for each of the investment options according to the asset allocations used in those options and the level of diversification in assets.

Other factors that can affect the value of investments include the economic environment, changes in laws and government policy, changes to interest rates, currency fluctuations (relevant to overseas investments) and investment decisions made by fund managers.

Fund or operational risk

When you invest in a superannuation fund, you also rely on the quality of the personnel (including any appointed service providers) and systems utilised to manage its investments. If key personnel or service providers leave or there is a significant failure in administrative systems, your investment may be materially affected.

Insurance risks

If insurance cover has been taken out through the Fund, there are a number of risks to be aware of. If your Hejaz Islamic Super account balance is insufficient to meet the insurance fees, or your account is inactive (i.e. no amount is received by the Trustee for you) for 16 continuous months, your cover may cease. Cover also ceases in other circumstances. If full disclosure is not made to the Insurer that would be relevant to the Insurer's decision whether to accept the risk of insurance, the Insurer may void the contract.

Market risk

Investment returns are influenced by the performance of the market as a whole. This means that your investments can be affected by things like interest rates, investor sentiment and global events, depending on which markets or assets classes you invest in. This risk is relevant to all investment options available through the Hejaz Islamic Super & Pension products.

Security specific risk

Within each asset class, individual securities like shares or bonds can be affected by risks that are specific to that security. For example, the value of a company's shares can be influenced by changes in company management, its business environment or profitability. These can also impact on the company's ability to repay its debt. This risk is relevant to securities invested in by all investment options available through the Hejaz Islamic Super & Pension products.

Counterparty risk

The underlying investment managers may enter into swap agreements that could expose the Fund to risks related to the counterparties of such transactions. Counterparty risk is the risk of loss caused by another party defaulting on its obligations either because they become insolvent or cannot otherwise meet their obligations, resulting in loss to the Fund.

Currency risk

Investment in global markets (through investment in international shares, including listed International Real Estate Investment Trusts) gives rise to foreign currency exposure. This means that the value of these investments will vary depending on changes in the exchange rate. Currency risk is relevant to all investment options available through Hejaz Islamic Super & Pension products as each option may invest in international shares. The investment manager of the investment funds in which the Hejaz Islamic Division invests may utilise currency hedging strategies to reduce the impact of currency movements on the value of the underlying investments.

Management risk

The underlying investment funds for each investment option available through Hejaz Islamic Super & Pension products are managed by a single entity, Hejaz Asset Management Pty Ltd. This entity engages advisers or other service providers to assist it with its investment management. There is a risk that Hejaz Asset Management Pty Ltd, or its advisers and service providers, do not perform to expectation or that the operations of the underlying investment funds will be disrupted due to systems failure, operational risks, loss of key staff or other reasons. This risk is relevant to all investment options available through the Hejaz Islamic Super & Pension products. This could negatively impact the performance for your selected investment option(s).

Information risk

We may not always be able to contact you about changes affecting your super because your contact details are incorrect or become out of date.

Shariah compliance risk

By investing in Hejaz Islamic Super & Pension products, you rely on service providers to manage investments in accordance with Islamic investment principles. If relevant service providers do not perform their required duties or underlying investments diverge (for whatever reason) from those principles, there is a risk that underlying investments will generate income from non-compliant sources or become inconsistent with applicable screens. If such a risk was to materialise this would mean that the underlying investment(s) must be sold. This could negatively impact performance for your selected investment option(s).

Other risks

When assessing potential investment options, past investment performance is not a reliable indicator of future performance. The investment returns are not guaranteed and you may get back less than the amount that you have invested. This may occur whether you leave the Fund or withdraw money from any one or more investment options.

The Trustee cannot eliminate all risks associated with your investment, the Hejaz Islamic Super & Pension products or the Fund. However, it manages the impact of any risks by having risk management and compliance arrangements in place in accordance with legislative requirements. The Trustee also has a risk management strategy to help manage investment and other risks.

The above section provides a general outline of the risks that may potentially impact your investment. It is not an exhaustive list and does not take into account your personal circumstances. You can help manage investment risks by taking an active role in choosing a suitable investment option for your personal circumstances and employing diversification of investments relevant to your needs. Refer to Section 4 of this Booklet for further information about how you can help manage risks when making an investment choice.

4. How We *Invest Your Money*

Choosing *your investment*

Your Hejaz Islamic Super Application will be an application to invest in the Hejaz Islamic Growth option, unless you specify another investment choice. If you do not make an investment choice when applying for an Hejaz Islamic Pension, your money will be invested in the Hejaz Islamic Conservative option, the default investment option for Hejaz Islamic Pension products.

We offer a choice of three investment options for Hejaz Islamic Super and Pension accounts. Members can choose from:

- Hejaz Islamic Conservative
- Hejaz Islamic Balanced; or
- Hejaz Islamic Growth.

You can also choose one or any combination of the above investment options for your account. You can select to invest your Hejaz Islamic Super account and additional contributions in the same investment options, or alternatively you can select different investment options for your Hejaz Islamic Super account and additional contributions. When you commence a pension, you can select one or any combination of the available options.

Each option has different characteristics including a different investment mix of the following asset classes: Compliant Income (Shariah Compliant), cash, listed property securities, international shares and Australian shares.

Information about investment objectives, asset allocation, risk profiles, and other details relating to these investment options are provided in the tables appearing later in this section.

The investment option or options you select should take into account your requirements for diversification of assets, attitude to risk versus return, and liquidity and cash flow requirements, and may vary depending on whether you are still saving for retirement (via a Hejaz Islamic Super account) or in retirement or transitioning to retirement (via a Hejaz Islamic Pension account). Diversification normally involves a spread between different asset classes.

Successful investment requires careful planning and consideration of relevant information. An investment strategy should be mapped out and regularly reviewed with regard to financial needs and circumstances including the desired amount of security, risk, return and spread of investment. You should also consider consulting a licensed or authorised financial adviser if you need help with your investment decision making.

You should be aware that:

- The Hejaz Islamic Division's Promoter is also the investment manager of the three underlying investment funds in which the Hejaz Islamic Division invests, namely Hejaz Equities Fund, Hejaz Property Fund, and Hejaz Income Fund
- The responsible entity of these underlying investment funds (namely Equity Trustees Limited .ABN 46 004 031 298, AFSL 240975) is a related party of the Trustee of the Fund. Transactions between Equity Trustees Superannuation Limited (ETSL) (in its capacity as Trustee of the Fund) and ETL (in its capacity as issuer of managed fund product disclosure statements) are conducted on normal commercial terms. ETSL and ETL are subsidiaries of EQT Holdings Limited (ABN 22 607 797 615).

The underlying investment funds, in which each of the Hejaz Islamic investment options are invested, are subject to change from time to time at the absolute discretion of the Trustee.

Switching between *investment options*

Members can switch at any time between the available investment options. Switches into or out of the investment options will be processed daily, based on daily unit prices. This means such switches will be priced in accordance with the value on the day on which the switch request is processed onto the administration system.

No switching fees are charged for making a switch and buy/ sell spreads do not apply to these options. You should refer to the latest version of this Booklet available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension or on request by phoning 1300 043 529, when making a switching decision.

The Trustee reserves the right to refuse or delay any investment switch for whatever reason where it considers necessary or appropriate and does not accept any liability for any loss incurred by a Member.

Labour standards, environmental, social *or ethical considerations*

The Trustee does not generally take into account labour standards or environmental, social or ethical considerations in the selection, retention or realisation of investments for the Fund (AMG Super) as a whole.

However, for the purpose of offering the Hejaz Islamic Super & Pension products as Shariah compliant superannuation products, the Trustee has determined that the three available investment options will be invested in investment funds that are managed and invested in accordance with relevant Shariah compliant principles, which encompasses ethical and social considerations consistent with Islamic investment principles. The underlying asset class exposures of the Hejaz Islamic investment options available to Hejaz Islamic Super and Pension members are managed based upon these considerations and Shariah compliant principles.

Hejaz Asset Management Pty Ltd, in its capacity as investment manager of the investment funds, manages the underlying investments of Hejaz Islamic Super & Pension, to adhere to the Islamic investment principles as set by the Accounting and Auditing Organisation for Islamic Financial Institutions (AAOIFI). The AAOIFI is an Islamic international independent non-for-profit corporate body that prepares accounting, auditing, governance, ethics and Shariah investment standards for Islamic financial institutions and the industry.

Shariah Compliance

1. Introduction

The Ultra-Ethical Code of Governance (UECG) outlines the Sharia Ethical Standards that are followed by Hejaz Asset Management Pty Ltd. The UECG details the Sharia Ethical Screens that will be applied during the investment selection process for the investment funds in which the Hejaz Islamic Division invests.

The purpose of the UECG is to ensure that the highest levels of corporate governance and policy guidance in terms of Shariah Ethical Standards are applied in the management of the investment funds in which Hejaz Islamic Super and Pension products are invested. This is done to increase investor confidence, align with investor values, and to become a net positive contributor to all stakeholders (including Hejaz Islamic Super and Pension members who gain exposure to the investment funds through the Hejaz Islamic Division of the Fund).

1. Shariah Ethical Standards Board

The UECG follow the Shariah Ethical Standards stipulated by an independent, reputable, recognised and trustworthy Shariah Ethical Standards Board (SESB) which provides Shariah Standards for Islamic finance and investment principles.

The SESB's set of standardised, applicable, and compatible Shariah Ethical Screens are applied to filter the underlying investment to create a Shariah Compliant portfolio for each of the investment options available through Hejaz Islamic Super and Pension products.

The SESB is selected by the Hejaz Asset Management Pty Ltd. This selection is made in consultation with an externally appointed Shariah Compliance Board.

3. Shariah Ethical Standards

The UECG requires that all credit activities and investments must be structured in a manner which complies with Shariah Ethical Standards before they can be incorporated into any of the s underlying investment funds. As investment manager of the investment funds, Hejaz Asset Management Pty Ltd is charged with the responsibility of ensuring that the appropriate credit and investment structuring, screening, and analysis, of prospective investments is undertaken from a Shariah compliance perspective, in accordance with the requirements set by the SESB. This includes the screening of prospective investments in terms of their debt, income sources, and primary business activities.

Hejaz Asset Management Pty Ltd may delegate the responsibility of conducting the Shariah Ethical Screening by way of contracting a third-party to provide this service or an individual to carry out this task. Delegation of this authority must be conducted in consultation with the Shariah Compliance Board.

4. Shariah Compliance Board

Hejaz Asset Management Pty Ltd has appointed an independent, reputable, recognised and trustworthy Shariah Compliance Board which provides Shariah Ethical Standards governance oversight and Shariah certification in respect of the Hejaz Islamic Division's underlying investment funds.

The primary roles of the Shariah Compliance Board in relation to the investment funds is to:

- Undertake annual Shariah audit of each of the underlying portfolios to ensure compliance with guidelines and Shariah Ethical Standards as required by the Shariah Ethical Standards Board
- Provide Shariah certification upon completion of each successful audit
- Provide guidance on its wider social role.

Hejaz Asset Management Pty Ltd endeavors to ensure that the Shariah Compliance Board has a high level of autonomy and independence in conducting their activities, protecting them from commercial pressures.

Hejaz Asset Management Pty Ltd endeavors to ensure that the Shariah Compliance Board is well resourced to ensure full compliance with both legal and Shariah Ethical Standards requirements.

Ethical and social considerations that are taken into account when deciding the investments of the underlying investment funds are those that form part of Islamic investment principles and include avoiding investment in the following industries:

- Adult Entertainment
- Alcohol
- Cinema
- Defence & Weapons
- Conventional Financial services
- Gambling
- Music
- Pork
- Tobacco

If Islamic investment principles are breached for any reason (including due to existing investments ceasing to avoid prohibited industries or the credit or investment structuring becoming inappropriate), Hejaz Asset Management Pty Ltd is required by the appointed Shariah Compliance Board to liquidate and exit the breached investments within three months. Hejaz Asset Management Pty Ltd will make all reasonable endeavours to do this where required.

Labour standards or environmental considerations are not considered by Hejaz Asset Management Pty Ltd in relation to ensuring Shariah compliance of the underlying investment funds.

The above is a summary only of the significant considerations forming part of the underlying investment process. Further information about the ethical and social considerations (and Islamic investment principles) and how they are applied, as well as the SESB and Shariah Compliance Board involved in the process, may be made available at https://www.hejazfs.com.au/super/how-we-invest. While all reasonable efforts are made Hejaz Asset Management Pty Ltd to ensure Shariah compliance, sometimes divergences can occur. Information about Shariah compliance may also be published at www.hejazfs.com.au.

Hejaz Asset Management Pty Ltd has consented to the statements referable to it in this document in the form and context in which they are included.

Asset *Classes*

What are the main asset classes, as relevant to the Hejaz Islamic Super & Pension products?

- **Compliant Income (Shariah Compliant)** generally involves investing in a range of Shariah compliant income-producing investments including but not limited to, secured private finance products, and structured listed/unlisted institutional income instruments. It aims to provide a steady rate of income, with low to moderate potential for capital loss. It has the potential to carry more risk and potentially more return than the conventional fixed interest asset class universe because of the restricted Shariah compliant investment universe
- **Cash** generally refers to cash portfolio that invests in a mix of deposits and money market instruments that comply with Islamic investment principles. Cash investments generally provide a stable return, with low potential for capital loss.
- **Property** generally involves buying a property directly or investing in property securities. The investment options available through Hejaz Islamic Super & Pension products only invest in property through listed property securities which are bought and sold like shares. Each property security holds real property investments in sectors such as office, industrial and retail. They may be affected by consumer sentiment in the office, industry or retail sectors. Historically, property investments have been less volatile than shares.
- **Shares** represent a part ownership of a company and are generally bought and sold on a stock exchange. Shares are generally considered to be more risky than the other asset classes because their value tends to fluctuate more than that of other asset classes. However, over the longer term they have tended to outperform the other asset classes.

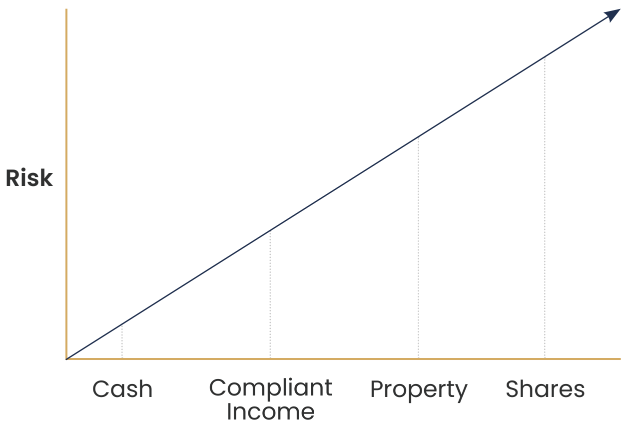
Managing *investment risks*

Risk versus returns

Different investments perform differently over time. Investments that have provided higher returns over the longer term have also tended to produce a larger range of returns. These investments are generally described as more risky as there is a higher chance of losing money, but they can also give you a better chance of achieving your long term objectives.

Investments that have provided more stable returns are considered less risky, but they may not provide sufficient long-term returns for you to achieve your long-term goals. Selecting the investments that best match your investment needs and timeframe is crucial in managing this risk.

The table below shows the potential risk/return relationship between the main asset classes. The higher the return the higher the risk of the investment.



Spread your risk by diversifying your investments

Asset allocation is the mix of different asset classes in your investment portfolio – the amount that you, or the relevant investment option, might have invested in shares, cash, property, Compliant Income (Shariah Compliant), etc. When setting your asset allocation, it is important to consider both your investment timeframe, and your attitude to risk – diversifying your assets across a range of sectors can help to reduce investment risk.

Diversification means spreading your investments across different asset classes to reduce the impact that a poor return in one asset class may have on your overall return.

A diversified investment that holds a cross-section of asset classes, should provide a competitive return without the volatility of pure growth investments.

Risk Profiles *of Investment Options*

The Standard Risk Measure applying to each investment option is shown below. The Standard Risk Measure is based on industry guidance to allow members to compare investment options that are expected to deliver a similar number of negative annual returns over any 20-year period. It does not take into account the impact of administration fees and tax on the likelihood of a negative return. The Standard Risk Measure is not a complete assessment of risk. For example, while the Standard Risk Measure indicates the likely frequency of negative annual returns (for a 20-year period), it does not indicate the potential size of negative returns. With respect to the current low interest-rate environment, where market interest rates are low by historical standards, the likely frequency of negative annual returns for interest bearing securities may be higher than has traditionally been the case and reflected in the Standard Risk Measure. However, this does not indicate the potential size of any future negative returns. Members should still ensure they are comfortable with the risks and potential losses associated with their chosen investment option(s).

The type of investor each risk level may be suitable for is also shown below. This is a general guide only and does not take into account your personal situation (which includes other factors such as your financial circumstances and personal objectives or needs). For advice that takes into account your personal situation, we recommend you obtain appropriately qualified advice. Further information about each investment option, including the applicable risk level classification, is shown in the Investment Option Profiles further below.

Risk Band	Risk Level	Estimated number of negative annual returns over any 20 year period	Suitability
1	Very Low	Less than 0.5	May be suitable for investors wishing to invest for the short term, for whom preservation of capital is their only objective or who wish to have their funds at call. This means they are prepared to accept low overall returns in exchange for security
2	Low	0.5 to less than 1	May be suitable for investors who are unwilling to see a reduction in their capital even in the short term. Your aim is a high level of capital security over a one-year investment horizon. Guaranteed capital security is your prime concern. A large proportion of your portfolio would consist of cash deposits and high-quality fixed interestsecurities providing a long term and secure income stream.
3	Low to Medium	1 to less than 2	May be suitable for investors seeking stability of capital and who are prepared to accept lower returns to achieve this objective. Returns are primarily from income as well as some capital growth over the short to medium term, achieved by investing mainly in defensive assets with some exposure to growth assets. A low level of volatility can be expected from time to time.
4	Medium	2 to less than 3	May be suitable for investors seeking to achieve moderate returns from a balance of income and capital growth over the medium to long term by investing in a diversified mix of growth and defensive assets. Capital stability is still a priority, however investors are willing to accept some risk and low levels of volatility to achieve these returns.
5	Medium to High	3 to less than 4	May be suitable for investors seeking to establish a well-balanced medium to long-term investment strategy to combat the effects of inflation and taxation. Security of investment is sought through the construction of a well-balanced investment portfolio, and the spreading of funds across a broad range of quality investments. The investment strategy must satisfy income needs and provide for a fair rate of return.
6	High	4 to less than 6	Maybe suitable for investors seeking to achieve high returns from capital growth over the long term by investing in growth assets. Capital stability is not a concern as investors are prepared to accept high volatility to pursue potentially greater long-term returns. Investment choices are diverse but carry with them a higher level of risk.

Risk Band	Risk Level	Estimated number of negative annual returns over any 20 year period	Suitability
7	Very High	6 or Greater	May be suitable for very aggressive investors. Very aggressive investors are motivated by the quest for real growth of net worth over the short to medium term. They are well aware of the risk/reward ratio and are prepared to accept higher levels of volatility and risk to obtain higher capital growth. You will usually be prepared to accept some forms of speculative investments.

There may also be a relationship between fees and risk. All other things being equal, higher fees will increase the probability of a negative return. Refer to the information about fees and costs in Section 5 of this Booklet.

Investment *Option Profiles*

Hejaz Islamic Investment Options

The type of investors for whom a Hejaz Islamic investment option is suitable for depends on various factors including an investor's attitude to or tolerance of risks.

Name of Option	Hejaz Islamic Conservative	Hejaz Islamic Balanced	Hejaz Islamic Growth
Description of Option	A multi-asset Shariah compliant investment portfolio investing across Australian and International Shares, Listed Property Securities, Fixed Income (Shariah Compliant) and Cash, with a higher allocation towards conservative asset classes.	A multi-asset Shariah compliant investment portfolio investing across Australian and International Shares, Listed Property Securities, Fixed Income (Shariah Compliant) and Cash, with a balanced asset allocation.	A multi-asset Shariah compliant investment portfolio investing across Australian and International Shares, Listed Property Securities, Fixed Income (Shariah Compliant) and Cash, with a higher allocation towards growth asset classes.
Suitable For	Members seeking a diversified investment over a broad range of asset classes which are compliant with Islamic investing standards. The Hejaz Islamic Conservative option seeks investment return from both income and capital appreciation, with a higher allocation towards conservative asset classes .	Members seeking a diversified investment over a broad range of asset classes which are compliant with Islamic investing standards. The Hejaz Islamic Balanced option seeks investment return from both income and capital appreciation, with a balanced asset allocation.	Members seeking a diversified investment over a broad range of asset classes which are compliant with Islamic investing standards. The Hejaz Islamic Growth option seeks investment return from both income and capital appreciation, with a higher allocation towards growth asset classes.
Risk Level (Refer to Standard Risk Measure above)	**Medium to High (Risk Band 5)** Probability of negative returns is 4 to less than 5 years in 20 years.	**High (Risk Band 6)** Probability of negative returns is 5 to less than 6 years in 20 years.	**High (Risk Band 6)** Probability of negative returns is 5 to less than 7 years in 20 years.

Asset Allocation	Target %	Range %	Target %	Range %	Target	Range %
Australian Shares	6.89	0-20	12.45	0-30	15.78	10-40
International Shares	24.11	0-40	43.56	10-50	55.23	20-65
Listed Property Securities	4	0-10	4	0-10	4	0-15
Compliant Income (Shariah Compliant)	61.11	20 - 80	33.33	10-70	16.67	10-60
Cash	3.89	0 - 20	6.67	0-10	8.33	0-10

Investment Return Objective	To achieve an investment return (after fees* and tax) of 1% pa above the Consumer Price Index	To achieve an investment return (after fees* and tax) of 2% pa above the Consumer Price Index	To achieve an investment return (after fees* and tax) of 3% pa above the Consumer Price Index
Suggested Minimum Investment Timeframe	3 years or more	5 years or more	7 years or more

** Fees include investment fees and costs and transaction costs.*

5. Fees and *Cost*

Did you *know?*

Small differences in both investment performance and fees and costs can have a substantial impact on your long term returns. For example, total annual fees and costs of 2% of your account balance rather than 1% could reduce your final return by up to 20% over a 30 year period (for example, reduce it from $100,000 to $80,000).

You should consider whether features such as superior investment performance or the provision of better member services justify higher fees and costs.

You or your employer, as applicable, may be able to negotiate to pay lower fees. Ask the fund or your financial adviser.

To find out *more*

If you would like to find out more, or see the impact of the fees based on your own circumstances, the Australian Securities and Investments Commission (ASIC) Moneysmart website (www.moneysmart.gov.au) has a superannuation calculator to help you check out different fee options.

This section shows fees and other costs that you may be charged. These fees and other costs may be deducted from your money, from the returns on your investment or from the assets of the superannuation entity as a whole. Other fees, such as activity fees, advice fees for personal advice and insurance fees, may also be charged, but these will depend on the nature of the activity, advice or insurance chosen by you. Entry fees and exit fees cannot be charged.

Taxes, insurance fees and other costs relating to insurance are set out in another part of this document.

You should read all of the information about fees and other costs because it is important to understand their impact on your investment.

The fees and other costs for each investment option are set out in this section.

Fees and Cost Summary - Hejaz Islamic Super & Pension

Type of Fee or Cost	Amount		How and when paid
Ongoing annual fees and costs[1]			
Administration fees and costs[2]	**Dollar-based fee:** $65 p.a. (approximately $1.25 per week) for each account **Plus** Percentage-based fee (estimated): 0.49% of your account balance per annum		Deducted from your account on the last day of the month. Based on your daily average account balance over the month and deducted from your account on the last day of the month.
Investment fees and costs	Conservative	1.15% of assets per annum (estimated)	Deducted before gross earnings of the option's underlying investments are received by the Fund and reflected in the calculation of the daily unit prices for the Hejaz Islamic investment options.
	Balanced	1.04% of assets per annum (estimated)	
	Growth	0.97% of assets per annum (estimated)	
Transaction costs	Conservative	0.02% of assets per annum (estimated)	Deducted before gross earnings of the option's underlying investments are received by the Fund and reflected in the calculation of the daily unit prices for the Hejaz Islamic investment options.
	Balanced	0.04% of assets per annum (estimated)	
	Growth	0.05% of assets per annum (estimated)	

Fees and Cost Summary - Hejaz Islamic Super & Pension

Member activity related fees and costs		
Buy-sell spread	Nil	Not applicable
Switching fee	Nil	Not applicable
Other fees and costs[3]	Various, depending on the insurance you choose (if any).	Deducted from your account, where applicable.

[1] If your account balance for a product offered by the Fund is less than $6,000 at the end of the financial year, certain fees and costs charged to you in relation to administration and investment are capped at 3% of the account balance. Any amount charged in excess of that cap must be refunded.

[2] The administration fees and costs shown above include an amount of 0.14% p.a. for expense recoveries. Expense recoveries or general reserves may be used to replenish the Operational Risk Reserve (ORR) and meet Fund expenses from time to time.

[3] Other fees such as insurance fees may apply. For more information, see the Additional Explanation of Fees and Costs in Hejaz Islamic Super & Pension Additional Information Booklet.

Note: *Performance fees do not apply. The estimated investment fees and costs, and transaction costs, are subject to variation from year to year. Any variation in the estimates may be published at www.hejazfs.com.au*

Example of annual fees and costs for a superannuation product

This table gives an example of how the ongoing annual fees and costs for the Hejaz Islamic Growth option (which is closest to a 'balanced' investment option as defined in regulations) in Hejaz Islamic Super can affect your superannuation investment over a 1-year period.

You should use this table to compare this superannuation product with other superannuation products. Bear in mind the nature of the investment option and product you are comparing.

Example - Hejaz Islamic Growth		Balance of $50,000
Administration fees and costs	0.49% + $65	For every $50,000 you have in the superannuation product, you will be charged or have deducted from your investment **$245** in administration fees and costs, plus **$65** regardless of your balance.
PLUS Investment fees and costs	0.97%	And, you will be charged or have deducted from your investment **$485** in investment fees and costs
PLUS Transaction costs	0.05%	And, you will be charged or have deducted from your investment **$25** in transaction costs
EQUALS Cost of product		If your balance was $50,000 at the beginning of the year, then for that year you will be charged fees and costs of **$820*** for the superannuation product.

Note: **Additional fees may apply. Refer to the Additional explanation of fees and costs below*

Cost of product information

Cost of product for 1 year

The cost of product gives a summary calculation about how ongoing annual fees and costs can affect your superannuation investment over a one-year period for all superannuation products and investment options.
It is calculated in the manner shown in the example of annual fees and costs.

The cost of product information assumes a balance of $50,000 at the beginning of the year. (Additional fees such as a buy–sell spread may apply, however buy-sell spreads are not currently applicable to Hejaz Islamic investment options: refer to the Fees and Costs summary for more information.)

You should use this figure to help compare superannuation products and investment options.

Investment Option	Cost of product	
	Hejaz Islamic Super	Hejaz Islamic Pension
Hejaz Islamic Conservative	$895	$895
Hejaz Islamic Balanced	$850	$850
Hejaz Islamic Growth	$820	$820

Note: *The Cost of product information is an estimate only.*

Defined fees

These definitions are prescribed under government regulations. Not all defined fees shown below apply to the Hejaz Islamic Division. Refer to the Additional explanation of fees and costs below for additional information relating to the Hejaz Islamic Division's fees and costs.

These definitions are also set out in the prescribed information section at www.hejazfs.com.au.

Activity fees

A fee is an activity fee if:

- The fee relates to costs incurred by the trustee of the superannuation entity that are directly related to an activity of the trustee:
  - That is engaged in at the request, or with the consent, of a member; or
  - That relates to a member and is required by law; and
- Those costs are not otherwise charged as administration fees and costs, investment fees and costs, transaction costs, a buy-sell spread, a switching fee, an advice fee or an insurance fee.

Administration fees and costs

Administration fees and costs are fees and costs that relate to the administration or operation of the superannuation entity and includes costs incurred by the trustee of the entity that:

- Relate to the administration or operation of the entity; and
- Are not otherwise charged as investment fees and costs, a buy-sell spread, a switching fee, an activity fee, an advice fee or an insurance fee.

Advice fees

A fee is an advice fee if:

- The fee relates directly to costs incurred by the trustee of the superannuation entity because of the provision of financial product advice to a member by:
  - A trustee of the entity; or
  Another person acting as an employee of,
  - or under an arrangement with, the trustee of the entity; and
- Those costs are not otherwise charged as administration fees and costs, investment fees and costs, a switching fee, an activity fee or an insurance fee.

Buy-sell spreads

A **buy-sell spread** is a fee to recover costs incurred by the trustee of the superannuation entity in relation to the sale and purchase of assets of the entity.

Exit fees

An **exit fee** is a fee, other than a buy-sell spread, that relates to the disposal of all or part of members' interests in the superannuation entity.

Insurance fees

A fee is an insurance fee for a superannuation product if:

- The fee relates directly to either or both of the following:
    - Insurance premiums paid by the trustee, or the trustees, of a superannuation entity in relation to a member or members of the entity;
    - Costs incurred by the trustee, or the trustees, of a superannuation entity in relation to the provision of insurance for a member or members of the entity; and
- The fee does not relate to any part of a premium paid or cost incurred in relation to a life policy or a contract of insurance that relates to a benefit to the member that is based on the performance of an investment rather than the realisation of a risk; and
- The premiums and costs to which the fee relates are not otherwise charged as administration fees and costs, investment fees and costs, transaction costs, a switching fee, an activity fee or an advice fee.

Investment fees and costs

Investment fees and costs are fees and costs that relate to the investment of the assets of a superannuation entity and includes:

- Fees in payment for the exercise of care and expertise in the investment of those assets (including performance fees); and
- Costs incurred by the trustee of the entity that:
    - Relate to the investment of assets of the entity; and
    - Are not otherwise charged as administration fees and costs, a buy-sell spread, a switching fee, an activity fee, an advice fee or an insurance fee.

Switching fees

A switching fee for superannuation products other than a MySuper product, is a fee to recover the costs of switching all or part of a member's interest in the superannuation entity from one investment option or product in the entity to another

Transaction costs

Transaction costs are costs associated with the sale and purchase of assets of the superannuation entity other than costs that are recovered by the superannuation entity charging buy-sell spreads.

Additional explanation of fees and costs

Administration fees and costs

There is both a dollar-based and percentage-based fee applicable to each Hejaz Islamic Super or Pension account. These fees have been set taking into account Fund expenses relating to the management and operation of the Fund (such as actuarial fees, asset consultant's fees and audit fees - referred to as 'expense recoveries') and Trustee remuneration, as attributable to the Hejaz Islamic Division.

The percentage-based fee is applied to your total account balance, and together with the dollar-based fee, is deducted from your account.

Expense recoveries are held in a general reserve in the Fund, from which Fund expenses are met from time to time. The general reserve may also be used to replenish the Operational Risk Reserve (ORR).

Operational Risk Reserves

The Trustee maintains an operational risk reserve (ORR) in response to the operational risk financial requirements under superannuation laws and APRA standards. The reserve is operated in accordance with the Trustee's Operational Risk Financial Requirement strategy. The purpose is to provide funding for incidents where losses may arise from operational risk relating to the Fund. The level of reserve is determined by the Trustee based on an assessment of the risks faced by the Fund.

An amount from the general reserve may be used to replenish the ORR from time to time. The Trustee also reserves the right to deduct (after giving you prior notice) an additional fee of up to 0.10% of your account balance to fund any additional ORR requirement should it be necessary. From time to time, this can change and can be subject to review as the Fund's asset size increases.

Investment fees and costs

Investment fees and costs apply for each of the Hejaz Islamic investment options as shown in the Fees and Costs summary appearing earlier in this section of the Booklet. The investment fees and costs are estimates based on information provided by Hejaz Asset Management Pty Ltd and financial data relating to the investment funds in which the Hejaz Islamic Division invests or will invest. The estimates take into account, but are not wholly based on the historical experience of the underlying investment funds, for the year ending 30 June 2023 as the Hejaz Islamic investment options are newly created investment options (first available from 1 July 2023) that invest in the investment funds at wholesale (discounted) investment management fee rates agreed between Hejaz Asset Management Pty Ltd and the Trustee. Under these wholesale arrangements, performance fees are not charged by Hejaz Asset Management Pty Ltd. Investment fees and costs can vary from year to year.

Transaction costs

Transaction costs are costs associated with the buying and selling of investments. This includes transaction costs of buying and selling underlying investments incurred directly by underlying fund managers or as a result of a fund manager investing through a fund into another fund. This is referred to as gaining exposure to underlying assets through an 'interposed vehicle'.

Transaction costs are defined (under relevant regulations) to include certain costs such as buy-sell spreads charged by underlying funds, brokerage, settlement costs (including custody costs), clearing costs and stamp duty on investment transactions (depending on the nature of the underlying investments or assets) but do not include (in the case of superannuation funds) certain costs, for example, over-the-counter derivative financial products, borrowing costs and property operating costs.

Examples of costs that are incurred by our underlying investment managers or through interposed vehicles in relation to the buying and selling of assets include brokerage and settlement costs on share trading, and buy-sell spreads in or incurred by investment funds utilised in the Hejaz Islamic investment options.

Transaction costs vary depending upon the different asset classes within each investment option and estimates of these are shown in the Fees and costs summary earlier in this section of this Booklet for each investment option is based on information provided by the investment manager of the underlying investment funds and financial data relating to their investments, for the year ending 30 June 2023. These costs can vary from year to year.

While these costs are an additional cost to the investor (as they are not recovered through a buy-sell spread charged by the Trustee), they are reflected in the calculation of the Fund's unit prices for the Hejaz Islamic investment options.

Buy-sell spreads

The unit price for each Hejaz Islamic investment option does not include a buy/sell spread. (However buy/sell spreads and other transactions costs may apply in the investment funds in which the investment options are invested).

Activity Fees

There are no activity fees charged in the Hejaz Islamic Division.

Insurance Fees

Insurance fees apply to any insurance cover you obtain through a Hejaz accumulation (super) account. Insurance fees are made up of insurance premiums and an insurance administration fee payable to the Fund Administrator for insurance administration services, plus stamp duty as relevant. For information about insurance fees, refer to Section 7 of this Booklet.

Advice Fees

Advice fees for personal advice cannot be deducted from your account. If you consult a financial adviser, you may be charged advice fees that you must pay directly.

Tax

The fees and costs shown include the effect of goods and services tax (GST) and reduced input tax credits (RITC) where applicable. Insurance fees may attract a taxation deduction for the Fund and these deductions are passed back to the relevant members (other than pension members) as a rebate on their insurance fees during the periodic annual review process, thereby providing a fee reduction. Other expenses incurred by the Fund, paid from other fees and costs you are charged, may also attract a taxation deduction for the Fund. For example, administration expenses attract a tax deduction for the Fund. The benefit of any tax deductions that the Trustee receives relating to other fees and costs applied to member's account will not be passed back to members. They will be credited to the Fund's general reserve and may be used for Fund purposes including, for example, to replenish the ORR or meet Fund expenses.

Refer to Section 6 of this Booklet for more details of taxation relevant to superannuation.

Increases or alterations in the fees

The trust deed allows the Trustee to alter any of the Fund's fees at its discretion. Fees or charges will not be increased by the Trustee without 30 days' notice to members, where required by law. The Trustee can change fees or charges without member consent.

Estimated fees and costs (such as estimated investment fees and costs, and transaction costs) may vary from year to year depending on the actual experience of the Fund, the Hejaz Islamic Super & Pension products and/or the investment options (including costs incurred in the Fund or in or, through underlying investment vehicles). Any variation in the estimates may be published at www.hejazfs.com.au.

6. How *Super is Taxed*

This section is designed to give you a general overview of the taxation of superannuation. It does not summarise all relevant tax rules, just significant tax rules specific to superannuation. Information about tax can change from time to time. The impact of tax depends on your personal circumstances. Further or updated general information is available from www.ato.gov.au or speak to a suitably qualified adviser for tax advice tailored to your individual situation. It is more important than ever that you keep track of how much super savings you have in the Australian super system as this may affect your ability to contribute or starting a pension.

Tax on Contributions

The tax treatment of contributions depends on whether they are concessional contributions or non- concessional contributions.

Concessional contributions include tax deductible employer contributions (including salary sacrifice contributions) and tax deductible member contributions. Non-concessional contributions include member (after tax) contributions.

Concessional contributions

A concessional tax rate of up to 15% (if your income and super contributions combined are less than $250,000) will usually apply to concessional contributions up to the concessional contributions cap, payable by the Trustee. The concessional contributions cap is $27,500 per person per year (for the 2023/2024 financial year) regardless of age (subject to indexation in future years).

Carry-forward rules allow you to make extra concessional contributions in a financial year – above the general concessional contributions cap for that year – without having to pay extra tax. Individuals with superannuation balances of less than $500,000 (at 30 June of the previous financial year) can 'carry forward' their unused concessional cap amounts on a rolling basis for five years. The carry-forward arrangements involve accessing unused concessional cap amounts from previous years (commencing with unused concessional cap amounts from the 2018/2019 financial year). An unused cap amount occurs when the concessional contributions you made in a financial year were less than your general concessional contributions cap.

Low-income earners may be eligible for a rebate or offset of the contributions tax (up to $500) – referred to as the 'Low income super tax offset' (LISTO). If you earn $37,000 or less a year, you may be eligible to receive a LISTO payment. This is usually paid directly into your super fund.

If an individual earns more than $250,000 a year (including super), concessional contributions are taxed at an additional 15%, bringing the total tax on these contributions up to 30%. This extra 15% is known as Division 293 tax. Only the concessional contributions which make a member's total income exceed $250,000 are subject to the additional tax. Subject to tax laws which allow a refund of excess contributions, concessional contributions in excess of the concessional contributions cap may incur additional tax payable directly by the individual member.

This amount may be released from a superannuation fund upon presentation of a compulsory release authority (CRA) issued by the ATO. Any excess concessional contributions retained in the Fund will also count towards the amount of a member's non-concessional contributions limit.

If the Fund does not hold your TFN by the end of the year in which contributions are received, your concessional contributions (called no-TFN contributions) will also incur additional tax. A superannuation fund may (but is not obliged to) recover any additional tax paid by it in respect of your no-TFN contributions if the Fund is subsequently provided with your TFN (within three years after the year in which the contributions were received). The Trustee will make reasonable endeavours to recover such tax but does not guarantee it will do so in the event that a member has left the Fund prior to receiving the member's TFN.

Non-Concessional contributions

For most people, the non-concessional contributions cap is $110,000 per financial year (for the 2023/2024 financial year, subject to indexation in future years). People under age 67 may be eligible to automatically gain access to future year caps. This is known as the bring-forward arrangement. It allows you to make extra non-concessional contributions without having to pay extra tax. Individuals under 67 years of age may be able to make non-concessional contributions of up to three times the annual non-concessional contributions limit in that financial year (subject to their total superannuation balance – referred to as a 'general transfer balance cap'). The general transfer balance cap is $1.9 million as of 1 July 2023. If you have superannuation (including pension) savings equal to or above the general transfer balance cap at 30 June of the previous financial year, any future non-concessional contributions will be in excess of the non-concessional contributions cap. That is, your non-concessional contributions cap is nil ($0) for the financial year. If the super contribution you are making comes from a personal injury payment (also known as a structured settlement), you may be able to exclude all or part of it from your non-concessional contributions cap. This means you will not pay extra tax on the contribution.

Non-concessional contributions in excess of these limits will incur significant tax payable directly by the individual. Excess amounts may be released from a superannuation fund upon presentation of a CRA.

Note: Spouse contributions will be included in the receiving spouse's cap. However, the following do not count towards the non-concessional contributions cap:

- Government co- contributions
- Personal contributions made from certain proceeds from the disposal of qualifying small business assets up to a lifetime (dollar) limit which varies from year to year.

For information about the concessional and non-concessional contribution limits and applicable tax rates from year to year, go to www.ato.gov.au or seek professional advice.

Please note that the Trustee does not monitor whether a member will exceed the applicable contribution limits. It is the member's responsibility to monitor or manage the total amount of their contributions for tax purposes.

Tax deductibility of contributions

An employer is generally entitled to a full deduction for all contributions to superannuation on behalf of employees. Certain criteria must be met including that the employee is engaged in producing the employer's assessable income.

Self-employed people or other eligible persons are generally entitled to a full deduction for superannuation contributions they make, provided certain conditions are met (including, from 1 July 2022, satisfying the work test in the year in which a contribution is made, and age related conditions).

The **work test** applies to individuals aged between 67 and 75 years old who wish to claim a deduction for personal superannuation contributions.

To satisfy the work test, you must work at least 40 hours during a consecutive 30-day period each income year. A work test exception may apply and is dependent on your circumstances. You can access the limited exception to the work test that applies on a 'one-off' basis.

To meet the work test exemption criteria, you must have:

- Satisfied the work test in the income year preceding the year in which you made the contribution
- A total super balance of less than $300,000 at the end of the previous income year
- Not relied on the work test exemption in a previous financial year.

For further information about any work test exceptions that are available, contact a licensed or authorised financial adviser.

If you are 75 years old or older, you can only claim a deduction for contributions you made before the 28th day of the month following the month in which you turned 75.

If you are under 18 years old at the end of the income year in which you made the contribution, you can only claim a deduction for your personal super contributions if you also earned income as an employee or a business operator during the year.

It is important to keep in mind that tax-deductible member contributions are concessional contributions, subject to a much lower annual limit than non-concessional contributions.

To obtain the deduction, a notice of intention to claim a tax deduction (Deduction Notice) must be submitted to the Fund by the earlier of:

- The time of lodgement of a person's tax return, or
- The end of the financial year following the year the contribution was made.

The deduction notice must be acknowledged by the Trustee. The Trustee can refuse to acknowledge a deduction notice in certain circumstances (for example, the person's account balance does not contain sufficient monies to meet the tax applicable to deductible contributions or you have left the Fund.

Tax offset for spouse contributions

A contributing spouse can claim an 18% tax offset on eligible spouse contributions of up to $3,000, made on behalf of a low-income or non-working spouse. That is, a tax offset of up to $540 per annum can be claimed.

The full offset can be claimed where the recipient spouse's assessable income, reportable fringe benefits and reportable employer superannuation contributions is less than $37,000.

The offset reduces to zero where the recipient spouse's assessable income is $40,000 or more. Spouse contributions will count towards the recipient's non-concessional contributions cap.

For further information including eligibility criteria for claiming the tax offset, go to www.ato.gov.au.

Tax on investment earnings

Investment earnings relating to Hejaz Islamic Super and Hejaz Islamic Transition to Retirement Pension accounts are subject to tax at the maximum rate of 15%. The maximum rate is 15%. The rate may be lower depending on deductible expenses and other tax credits available to the Fund.

However, no tax is currently payable by the Fund on the investment earnings and realised capital gains relating to standard Hejaz Islamic Account Based Pensions. To ensure that the tax-free status of investment earnings on pension assets is maintained, you may be required to commute some or all of your standard Account Based Pensions that exceeds the 'transfer balance' cap mentioned in the 'Tax on pension payments' section below.

Tax on rollovers and transfers

Superannuation rollovers and transfers are not generally taxed when invested in the Fund. An exception to this is where your rollover or transfer is from an untaxed source, which may include your former employer or an unfunded superannuation scheme (for example, some public sector superannuation schemes).

Special rules also apply to the treatment of certain disablement amounts on settlement of a disability claim (outside of superannuation) and proceeds from the sale of a small business. If you are going to receive any of these amounts or are considering payment of them into superannuation, we recommend you obtain appropriately qualified advice.

Taxation of lump sum benefits (other than death benefits)

Benefits paid to you from your superannuation fund may be subject to taxation depending on your age. If you reach your preservation age and withdraw super before turning 60, you pay tax on the taxable components of your payments. The low-rate cap is a limit on the amount that can be taxed at the concessional super rate of 15%. The taxable component of your super is the total value of your super less the value of the tax-free component.

In general, lump sum benefits paid to persons age 60 or over are tax free (if paid from a taxed source). Tax is payable on lump sum benefits paid to persons under age 60, as outlined in the following table:

Age / Status	Component and tax treatment
Age 60 or over	Tax free
Preservation age to age 59	Tax free component* is tax free. Taxable component** is tax free up to a specified threshold which varies from year to year^ with the amount above the threshold taxed at 15% (plus Medicare levy).
Less than preservation age	Tax free component* is tax free. Taxable component** taxed at 20% (plus Medicare levy)

** The tax free component consists of amounts such as the accumulation of non-concessional contributions, pre July 1983 components and invalidity components. If you would like more information about these components, send an email to super@hejazfs.com.au or phone 1300 043 529.*

*** The taxable component is the amount of a benefit less the tax free component and consists of amounts such as the accumulation of concessional contributions. If you would like more information about these components send an email to super@hejazfs.com.au or phone to 1300 043 529.*

^ $235,000 for the 2023/2024 financial year.

If your benefit includes an untaxed element, tax may be applicable. In addition, when any benefit is paid from a superannuation interest in the Fund, it must comprise both tax-free and taxable components, in the same proportions as your total benefit. This is known as the proportioning rule. You cannot nominate to withdraw specific components of your benefit. If the Fund does not have your TFN at the time a benefit is paid, additional tax may apply.

Tax is not generally payable when transferring benefits to another superannuation fund or product (e.g. pension).

Tax on death benefits (other than reversionary pension payments)

Where a death benefit is paid to a dependant (regardless of age) the benefit will usually be tax free.

A death benefit paid to a non-dependant for tax purposes can only be paid as a lump sum. In this instance the tax free component (as outlined above) is tax free, whilst the taxable component is taxed at 15%, plus Medicare levy. Where a non-dependant receives an insurance payout as part of the death benefit, a portion of this amount may be an untaxed element (relating to the future service period of the insurance amount). Any untaxed element of the death benefit will be taxable at the maximum rate of 30%, plus Medicare levy. Tax on any taxable component may be higher if the Fund does not hold your TFN.

Where a death benefit is received by the legal personal representative of a deceased estate, tax is determined according to who is intended to benefit from the estate. A dependant for taxation purposes is a spouse (including a de facto spouse of the same or opposite sex), a child under 18 (including a child of your spouse) and any other person who was dependent or inter-dependent on the deceased member. It does not include an adult child aged 18 or more (unless financially dependent or inter-dependent). Note that this definition of dependant differs from that applicable to a trustee's determination about the distribution of death benefits.

Tax on pension payments (other than reversionary payments)

Regular pension payments to a member are treated as assessable income subject to normal Pay As You Go (PAYG) tax plus the Medicare levy. However, you may be entitled to some tax concessions that may help reduce the tax payable on your pension income.

Your pension payments may consist of two components - the taxable amount and the exempt (tax- free) amount. (For further information about these components, contact us). The taxable amount forms part of your assessable income and is taxed at your marginal tax rate (plus Medicare levy). The taxable component is your benefit less the exempt (tax-free) amount. It includes amounts sourced from employer contributions (including salary sacrifice contributions). The taxable and exempt (tax free) component is calculated for each pension you commence in the Fund (this calculation ignores any accumulation benefits you have in the Fund).

The taxable amount is tax free if you are aged 60 or more (unless it contains an untaxed element). If you are aged under 60, the taxable amount is taxed in the following manner:

Age	Component and tax treatment
Preservation age to 59	Marginal tax rate less 15% offset
Below preservation age	Marginal tax rate (no tax offset, unless payment is a disability super benefit)

** Rates do not include Medicare levy*

To reduce the tax payable on income payments by any tax-free amount or tax offset or other offsets, you must complete a Tax File Number Declaration Form. A copy of this Form is available from the Trustee or the Fund Administrator. The tax is deducted and remitted to the Australian Taxation Office before the benefit is paid. Higher tax applies if the Fund does not hold your TFN.

Note: A 'transfer balance' cap limits the amount you can transfer to or hold in retirement phase pensions (that is, standard Account Based Pensions with tax-free investment earnings). The transfer balance cap is $1.9 million for the 2022/2023 financial year, subject to indexation in future years.

Your personal transfer balance cap may be different (between $1.6 and $1.9 million) if you commenced a retirement phase pension prior to the 2023/2024 financial year. If you breach this cap, there may be additional taxation consequences for you and the Fund. The cap applies to retirement phase pensions regardless of their commencement date. If your pension account grows over time through investment earnings to more than your personal transfer balance cap, you won't exceed your cap.

If your pension account goes down over time, you can't 'top it up' if you have already used your cap. If you exceed your transfer balance cap, you can or may be required to remove the excess from one or more retirement phase income streams (including, for example, by transferring the excess into a Hejaz Islamic Super account), however you will be subject to tax on the notional earnings related to that excess.

Special rules apply if you receive (from another source) defined benefit income streams. Special rules apply to death benefit beneficiaries (for example, a child receiving a reversionary pension on your death while a pension member of the Fund).

You should, however, seek independent advice from a taxation professional in relation to your own personal circumstances.

Tax on Terminal illness benefits

Superannuation lump sum benefits paid to a person who has a terminal medical condition are tax free, provided criteria in taxation laws are met.

Tax on Income Protection benefits

Income Protection benefits are paid as taxable income and, like salary and wages, attract pay-as- you-go tax at your marginal tax rate. The tax is deducted and remitted to the Australian Taxation Office before the benefit is paid. Higher tax applies if the Fund does not hold your TFN.

Departing Australia Superannuation Payments (DASPs)

If you enter Australia on a temporary visa you are entitled to receive your superannuation benefit once you leave Australia permanently and your visa has expired (except for certain visa sub-classes). This type of payment is known as a Departing Australia Superannuation Payment (DASPs). The tax treatment for DASPs are different. Go to www.ato.gov.au to find out more. Note: DASPS made to working holiday makers (under 417 or 462 visas) are subject to tax at the rate of 65%.

Tax File Numbers

The Trustee, by law, must ask for every Member's tax file number. By completing the Tax File Number (TFN) Notification section of the relevant Hejaz Islamic Super Application Form or Hejaz Islamic Pension Application Form, this allows the Trustee to use your TFN for the purposes contained in the Superannuation Industry (Supervision) Act 1993 including paying tax on superannuation benefits.

Under the Superannuation Industry (Supervision) Act 1993 (SIS), the Trustee is authorised to collect, use and disclose your TFN, which will only be used for lawful purposes. These purposes may change in the future as a result of legislative change.
The Trustee may disclose your TFN to another superannuation provider, when your benefits are being transferred, unless you request the Trustee in writing that your TFN not be disclosed to any other superannuation provider.

It is not an offence not to quote your TFN. However giving your TFN to the Fund will have the following advantages (which may not otherwise apply):

- The Fund will be able to accept all permitted types of contributions to your Hejaz Islamic Super account;
- The tax on contributions to your Hejaz Islamic Super account will not increase;
- Other than the tax that may ordinarily apply, no additional tax will be deducted when you start drawing down your superannuation benefits; and
- It will make it much easier to trace different superannuation accounts in your name so that you receive all your superannuation benefits when you retire.

To avoid paying additional (No-TFN) tax, please make sure we have your TFN recorded.

7. Insurance in *Hejaz Islamic Super*

Most people don't think twice about insuring their car, home and valuables. But if your ability to work is your major source of income, insuring your life or taking out protection against sickness or injury means you are protecting yourself and your family against the unexpected. The need for insurance cover is important, however it may also not be appropriate for everyone. We strongly suggest you get advice tailored to your individual circumstances from a licensed or authorized financial adviser.

Insurance is only available to Hejaz Islamic Super account holders.

Insurance through Hejaz Islamic Super

To help you receive competitive insurance rates and terms and conditions, the Fund makes available insurance to Hejaz Islamic Super account holders through a group policy. The cover under this group policy ('the Policy') is provided by AIA Australia Limited ('the Insurer').

This section summarises the terms and conditions applicable to the insurance including some key definitions which must be satisfied to receive an insurance benefit. It is important to be aware of the limitations which could affect insurance. The Policy is the basis for determining any benefits or procedures. A copy of the Policy may be requested, at no cost, by contacting the Fund Administrator. It is also important to be aware that Government laws can also affect insurance.

Important information about insurance:

This document does not contain full details of the insurance contract between the Trustee and its Insurer and only offers a general guide to the insurance offered to Hejaz Islamic Super members. The insurance is provided under a contract between the Trustee and the Insurer. If there is any conflict between this document and the insurance contract with the Insurer, to the extent permitted by law, the insurance contract will prevail.

Benefits available

The types of insurance covers available through Hejaz Islamic Super on application to the Insurer are:

- **Death cover** - If you are an insured member and die or suffer a terminal illness, a lump sum will be paid.
- **Total and Permanent Disablement (TPD) cover** - provides for a lump sum benefit to be paid if you become permanently disabled while you are an insured member.
- **Income Protection (IP) cover** - provides a monthly benefit paid in arrears if you are temporarily disabled while you are an insured member.

Eligibility for cover and maximum available cover is outlined below. TPD cover is only available with Death cover. For information about when cover commences, see further below.

	Death Cover	TPD Cover	IP Cover
Maximum cover	Unlimited for death $3,000,000 for terminal illness	$3,000,000 [1]	$30,000 per month
Eligibility criteria	- You are aged between 15 and 70 - You are an Australian resident[2] - Subject to acceptance by the Insurer	- You are aged between 15 and 70 - You are an Australian resident[2] - Subject to acceptance by the Insurer	- You are aged between 15 and 65 - You are an Australian resident2 - You are engaged by your employer under a contract of employment as a permanent employee, contractor with an initial fixed term of at least 12 months, or partner (if your employer is a partnership) - You are working more than 15 hours per week - Subject to acceptance by the Insurer

***Note:** if you are under the age of 25, or have an account balance of less than $6,000, you can only be provided with cover if you make an election to take out cover, notwithstanding your age or the size of your account balance.*

1. Any fixed amount of cover is subject to TPD tapering (described later in this section) which results in the amount of any TPD cover reducing after age 61.

2. Australian resident means you are an Australian citizen or a person who is legally permitted to reside in and be gainfully employed in Australia. It also includes New Zealand citizens who are residing and working in Australia.

Death cover (including terminal illness)

If you die or suffer a terminal illness while an insured member, a lump sum insurance benefit will be paid in addition to any superannuation accumulated in your account.

If you die, a Death benefit will be paid to your beneficiaries or your estate. In the event of your death, your legal representative, spouse or relative should notify the Fund Administrator as soon as possible. The Fund Administrator will forward a Benefit Payment Advice which must be completed and returned with supporting documentation, e.g. death certificate and proof of age. If there is an insured benefit, the Fund Administrator will lodge this claim with the Insurer.

If you suffer a terminal illness while you are an insured member, a Terminal Illness benefit will be paid by the Insurer to the Trustee. The Trustee can only release this lump sum payment to you if it is received from the Insurer and you satisfy criteria for terminal illness payments contained in superannuation law or meet another condition of release. If a Terminal Illness benefit is paid by the Insurer it will be considered as a prepayment of an insured member's Death benefit.

Terminal Illness means:

- Two registered Doctors have certified, jointly or separately, and approved by the Insurer, that you suffer from an Illness, or have incurred an Injury, that is highly likely to result in your death

- within a period (the certification period) that ends no more than 24 months after the date of the certification regardless of any treatment that may be undertaken, and
- At least one of the Doctors is a specialist practising in an area related to the Illness or Injury you suffered, and
- For each of the certificates, the certification period has not ended and is supported by test results.

Please note that the conditions for payment of a terminal illness benefit under the Policy may be different to those relating to the payment of a terminal illness benefit from the Fund to you. A terminal illness benefit will be the lesser of your insurance cover for death or $3,000,000. An insured member may only ever receive one terminal illness benefit.

Note: Terminal Illness benefits (including insured benefits, if any) which satisfy criteria in superannuation and taxation legislation can be paid tax free. Any insured Terminal Illness benefits will only become payable if a claim is accepted by the Insurer.

Who will receive a death benefit?

Refer to Section 2 of this Booklet for information about who will receive a Death benefit. Payment of death benefits may depend on whether you have made a non-binding nomination or a valid and effective binding nomination.

Death Cover Exclusions

The Insurer will not pay an insurance benefit in some circumstances which give rise to a Death Cover claim. Exclusions include:

- An act of War, or
- Participation in a criminal act, or
- Any additional exclusion that came into effect through underwriting or when taking over existing cover, or
- Suicide, attempt at suicide or intentional self-inflicted harm, within 13 months from the date the cover was accepted.

Total and Permanent Disablement (TPD) cover

If you suffer total and permanent disablement (TPD) while an insured member, a lump sum insurance benefit will be paid to you in addition to any superannuation accumulated in your account. The Trustee can only release this lump sum payment if it is received from the Insurer and the Trustee is satisfied you meet a condition of release in superannuation law. You should supply written notice to the Trustee of any claim or potential claim as soon as reasonably possible.

The insurance benefit is only payable if you satisfy the TPD definition in the Policy. Different parts of the TPD definition apply in different circumstances. Other defined terms are also relevant. A summary of the definition is outlined below, however for full details please refer to the Policy which is available on request.

Definition of TPD

Under the Insurer's TPD definition, to be considered Totally and Permanently Disabled you must satisfy a Part of the TPD definition that applies to you as described below.

Refer to the Glossary for an explanation on defined terms used in the TPD Definition.

Where you:

- Are a Permanent Employee or Contractor on the Date of Disablement, and
- Have been working on average for a minimum of 15 hours in a normal working week in the 6 months immediately prior to the Date of Disablement (or where you have been employed for less than 6 months, over your period of employment),

You are considered to be Totally and Permanently Disabled if you satisfy either Part 1, Part 2, Part 3, Part 4, Part 5 or Part 6 below.

Where you do not satisfy (a) and (b) above, you are considered to be Totally and Permanently Disabled if you satisfy either Part 3, Part 4, Part 5 or Part 6 below.

If you are suffering from 1 or more of the Immediate Assessment Conditions and all claim requirements have been received by the Insurer, the 3 month waiting period that applies to Part 1, Part 4, Part 5 and Part 6 is waived and assessment commences immediately.

<table>
<tr><td>Part 1 – Unlikely to Return to Work</td><td>You, solely as the result of Injury or Illness:
Are absent from your occupation and unable to do any work for a period of 3 consecutive months solely as the result of Injury or Illness, and
Are regularly attending a Doctor and have undergone all medical treatment reasonably recommended by a Doctor with respect to the Injury or Illness since ceasing work in your occupation, and
At the end of the initial 3 consecutive months, are so severely disabled due to your ill-health (whether physical or mental) that in the Insurer's opinion:
You are unable to resume your previous occupation at any time in the future, and
You are unlikely ever at any time in the future to engage in Gainful Employment for which they are reasonably suited by education, training or experience.</td></tr>
<tr><td>Part 2 - Permanent Impairment</td><td>You, solely as the result of Injury or Illness:
Suffer a permanent impairment of at least 25% of whole person function as defined in the American Medical Association publication 'Guides to the Evaluation of Permanent Impairment 4th Edition', or the equivalent guide to the evaluation of impairment approved by the Insurer, and
Are so severely disabled due to your ill-health (whether physical or mental) that in the Insurer's opinion you are unlikely ever at any time in the future to engage in Gainful Employment for which you are reasonably suited by education, training or experience.</td></tr>
<tr><td>Part 3 - Loss of Use of</td><td>You, solely as the result of Injury or Illness:
Suffer the total, permanent and irrecoverable Loss Of Use Of:
2 limbs, or
The sight of both eyes, or
1 limb and the sight of 1 eye, and
Are so severely disabled due to your ill-health (whether physical or mental) that in the Insurer's opinion you are unlikely ever at any time in the future to engage in Gainful Employment for which you are reasonably suited by education, training or experience.</td></tr>
</table>

Part 4 - Cognitive Loss	You, solely as the result of Injury or Illness:
	- Are first diagnosed with Cognitive Loss, and
	- Are under the continuous care and supervision of another adult for a period of 3 consecutive months, and
	- At the end of the 3 consecutive months, are so severely disabled due to your ill-health (whether physical or mental) that in the Insurer's opinion:
	  • You are likely to require permanent ongoing continuous care and supervision by another adult, and
	  • You are unlikely ever at any time in the future to engage in Gainful Employment for which you are reasonably suited by education, training or experience.

Part 5 - Daily Functioning Activities	You, solely as the result of Injury or Illness:
	- Are totally and irreversibly prevented from performing 2 of the Daily Functioning Activities without assistance from another adult, aid or adaptation, for a period of 3 consecutive months, and Are under the continuous care and supervision of another adult for a period of 3 consecutive months, and
	- Are regularly attending a Doctor and have undergone all medical treatment reasonably recommended by a Doctor with respect to the Injury or Illness, and
	- At the end of the initial 3 consecutive months, are so severely disabled due to your ill-health (whether physical or mental) that in the Insurer's opinion:
	  • You are unlikely ever at any time in the future to be able to perform at least 2 of the Daily Functioning Activities without the assistance of another adult, aid or adaptation, and
	  • You are unlikely ever at any time in the future to engage in Gainful Employment for which you are reasonably suited by education, training or experience.

Part 6 - Domestic Activities	You, solely as the result of Injury or Illness:
	- Are totally and irreversibly prevented from performing all of the Normal Physical Domestic Activities without assistance from another adult, aid or adaptation, for a period of 3 consecutive months, and
	- Are regularly attending a Doctor and have undergone all medical treatment
	reasonably recommended by a Doctor with respect to the Injury or Illness, and
	- At the end of the initial 3 consecutive months, are so severely disabled due to
	your ill-health (whether physical or mental) that in the Insurer's opinion:
	  • You are unlikely ever at any time in the future to be able to perform all of the Normal Physical Domestic Activities without the assistance of another adult, aid or adaptation, and
	  • You are unlikely ever at any time in the future to engage in Gainful Employment for which you are reasonably suited by education, training or experience.

Glossary

Casual Employee means you are engaged in employment of a temporary nature where:
- Continuity of employment is not guaranteed by your employer, regardless of hours worked on the period of employment, and
- You are not entitled to annual leave or sick leave.

Cognitive Loss means a total and permanent deterioration or loss of intellectual capacity.

Contractor means you are engaged in employment for a fixed term by your employer under a contract that requires you to perform identifiable duties for a regular number of hours each week.

Daily Functioning Activities means:
- Walking - you cannot walk more than 200 metres on a level surface without stopping due to breathlessness, angina or severe pain elsewhere in the body,
- Rising/Sitting - you are unable to rise and sit using a raised chair with arms without the help of another person,
- Dexterity - you are unable to write legibly with a pen or pencil or use a keyboard with either hand,
- Communication - you cannot:
  - Clearly hear (with a hearing aid or other aid if normally used) conversational speech in a quiet room in their first language, or
  - Understand simple messages in their first language, or
  - Speak with sufficient clarity to be clearly understood in their first language,
- Eyesight - your visual ability is reduced to the extent that functional abilities are affected and independent functioning without physical assistance from another person in a workplace is impossible, even with the use of assistive devices.

Date of Disablement means the earlier of the date:
- The 3 consecutive months absence from work began that results in Total and Permanent Disablement Part 1 (Unlikely to Return to Work). However, if you undertake a formalised graded return to work which fails within 12 months, the Insurer will take the Date of Disablement as being the date on you first ceased work, or
- The permanent impairment began that results Total and Permanent Disablement Part 2 (Permanent Impairment), or
- You suffered the Loss Of Use Of the sight in both eyes, or the Loss Of Use Of both limbs, or the Loss Of Use Of both the sight in 1 eye and 1 limb, that results in Total and Permanent Disablement Part 3 (Loss of Use of), or
- You suffered the Loss Of Use Of the sight of another eye or the Loss Of Use Of another limb, having already suffered the Loss Of Use Of the sight of an eye or the Loss Of Use Of a limb, that results in Total and Permanent Disablement Part 3 (Loss of Use of), or
- The Cognitive Loss was first diagnosed that results in Total and Permanent Disablement Part 4 (Cognitive Loss), or
- The 3 consecutive months inability to perform at least 2 of the Daily Functioning Activities began that results in Total and Permanent Disablement Part 5 (Daily Functioning Activities), or
- The 3 consecutive months inability to perform Normal Physical Domestic Activities began that results in Total and Permanent Disablement Part 6 (Domestic Activities).

Doctor means a registered medical practitioner who is legally qualified and registered to practice in Australia or New Zealand other than you, or your parent, child, sibling, partner, business partner, associate or employee.

Gainful Employment means employed or self-employed for gain or reward in any business, trade, profession, vocation, calling, occupation or employment. It includes occupations of a lower status or that may not pay as much income as your previous occupation, and occupations that are part-time.

Illness means a sickness, disease or disorder.

Injury means physical damage to the body caused solely and directly by accidental, external and visible means and which is not an Illness.

Immediate Assessment Condition means any of the following: Cardiomyopathy, Chronic Lung Disease, Dementia and Alzheimer's Disease, Diplegia, Hemiplegia, Loss of Hearing, Loss of Speech, Major Head Trauma, Motor Neurone Disease, Multiple Sclerosis, Muscular Dystrophy, Paraplegia, Parkinson's Disease, Primary Pulmonary

Hypertension, Quadriplegia, Severe Burns, Severe Rheumatoid Arthritis, Total Blindness. The waiver of the waiting period is at the Insurer's absolute discretion and they may choose to vary the immediate assessment conditions at any time.

Loss Of Use Of means:

- The permanent loss of sight, whether aided or unaided due to Injury or Illness to the extent that the visual acuity is 6/60 or less in both eyes, or to the extent that visual field is reduced to 20 degrees or less of arc, as certified by an ophthalmologist, or
- The loss of the use of a leg from at or above the ankle, or an arm from at or above the wrist, which is permanent.

Normal Physical Domestic Activities means:

- Cleaning the family home (such as using a vacuum cleaner, sweeping with a broom, using a mop, cleaning dishes automatic or manually), and
- Shopping for food or household items (such as attending shops or using the phone or internet to purchase food or household items for the family), and
- Meal preparation and laundry for the family (such as preparing fresh or frozen food, using an oven, stove or microwave oven), loading and unloading a washing machine and hanging out clothes or using a dryer, folding clothes and ironing), and
- Looking after dependent children under the age of 16 years or in full-time secondary education, where applicable (such as supervising, lifting, transporting, feeding and bathing, or providing full-time care for an invalid member of your immediate family), and
- Leaving the house without the assistance of another person.

Permanent Employee means you are employed on a permanent basis under an ongoing contract that:

- Requires you to perform identifiable duties for a regular number of hours each week, and
- Allows you to accrue annual leave, sick leave, leave loading and long service leave, and
- You are not employed as a Casual Employee or as a Contractor.

TPD Cover Exclusions

The Insurer will not pay an insurance benefit in some circumstances which give rise to a TPD claim. Exclusions include:

- An act of War, or
- Participation in a criminal act, or
- Any additional exclusion that came into effect through underwriting or when taking over existing cover, or
- Intentional self-inflicted harm or attempt at suicide.

TPD Cover Tapering

Any amount of TPD cover that you hold based on a fixed amount will reduce automatically (i.e. TPD tapering) each year as shown in the table below. It will reduce by 10% each year from your 61st birthday, until cover ceases when you turn 70:

Age Next Birthday	TPD Tapering Factor (as a % of corresponding Death cover)
62	90%
63	80%
64	70%
65	60%
66	50%
67	40%
68	30%
69	20%
70	10%

Claiming a TPD Benefit

Upon notification to the Fund Administrator of a claim for a TPD benefit, a Benefit Payment Advice will be forwarded to you. This form should be completed and returned with supporting documentation, e.g. medical evidence and proof of age, to the Fund Administrator who will lodge the claim with the Insurer (where appropriate).

If the claim is admitted by the Insurer and Trustee as a TPD benefit, the benefit payment will be made in accordance with the relevant law and the Trust Deed.

By completing the relevant Insurance Application, you agree to the Trustee collecting, using, storing and disclosing personal information about you in accordance with our privacy statement.

Important notes

Acceptance of an insurance claim by the Insurer does not automatically mean that insured benefits can be paid from the Fund to a Member. Insured benefits can only be paid by the Trustee if permissible under the trust deed and superannuation law. Please refer to the 'Accessing your Super' information in Section 1 of this Booklet for further information. Income Protection (IP) cover.

Income Protection (IP) cover

IP cover is available subject to underwriting and acceptance by the Insurer. The maximum benefit per insured member is limited to 85% of your predisability income (where 75% is to replace your salary and the additional 10% is for employer superannuation contributions, as defined in the Policy), subject to a maximum benefit of $30,000 per month.

Important Note: The maximum benefit is based on your salary at the date of claim. If, after commencement of IP cover, an insured member's employment status changes from permanent employment (working more than 15 hours per week) to casual in the event of a claim the Insurer will average the Member's salary over the previous 12 months to determine their actual monthly IP benefit. If your salary has decreased, your insured benefit will also decrease and the amount payable will be based on your salary at the time of your claim (i.e. not the salary you had when you applied for cover). Please notify the Fund Administrator in writing should your salary decrease.

A benefit will be payable monthly in arrears if you are suffering a Total or Partial Disability, and your claim is accepted by the Insurer. Cover is subject to the provisions of the Policy issued by the Insurer.

Benefit period

Members can elect the benefit payment period from the following options:

- 2 years; or
- 5 years; or
- To age 65.

The maximum benefit period for a claim from any one cause (or related cause) is the total of the remaining months to the conclusion of the applicable benefit payment period.

Waiting period

The waiting period is the length of time between when you are Totally or Partially Disabled and when benefits start being paid, provided this date is after cover has started. Members can elect the waiting period from the following options:

- 30 days;
- 60 days; or
- 90 days.

A benefit is only payable when you are Totally Disabled for at least the waiting period or in respect of Partial disability, you are Totally disabled for 7 out of 12 consecutive days within the waiting period and then capable of returning to partial employment.

If you return to work at full capacity during the Waiting Period and this return to work proves unsuccessful due to the same or a related Injury or Illness causing your Total Disability, the original Waiting Period will continue provided the number of days you returned to work is no more than 10% of the Waiting Period. For example, if the waiting period is 30 days then you may return to work for a total of 3 days. In these circumstances, the Insurer will not extend the waiting period by the number of days you unsuccessfully returned to work.

Total Disability benefit

The monthly benefit will be paid if the Insurer is satisfied you are Totally Disabled for longer than the waiting period and while cover is still in force. The monthly benefit starts to accrue from the day after the end of the waiting period.

Total Disability means because of an injury or illness you are:

- Unable to perform at least 1 income producing duty of your occupation, and
- Under the regular care and following the advice of a Doctor, and
- Not working in any occupation, whether for reward or not for reward.

An 'income producing duty' is a duty of your occupation that generates at least 20% of your Pre- Disability Income.

The benefit will only be reduced by any Other Disability Income if:

- The monthly benefit, plus
- Any Other Disability Income,

exceeds 75% of Pre-Disability Income.

If the benefit is payable for less than a whole month, the daily amount of this benefit will be equal to 1/30th of the monthly benefit for Total Disability.

The monthly benefit is payable monthly in arrears and stops at the earliest of the following conditions:

- The end of the benefit period applicable to you
- When you reach the maximum insurable age (age 65);
- You die;
- You cease to be an Australian resident;
- You fail to provide any information that is required to assess the claim;
- You are no longer Totally Disabled or Partially Disabled.
- You are no longer under the regular care of and following the advice of a Doctor.

The monthly benefit may also cease where you refuse to undergo or continue a rehabilitation or return to work program as reasonably required.

Partial Disability benefit

A Partial Disability benefit will be paid where an insured member meets the partial disability definition below:

Partial Disability means because of an Injury or Illness you have suffered Total Disability continuously for a period of at least 7 days out of 12 consecutive days and:

- Have ceased to suffer Total Disability, and
- Have resumed partial employment or, in the Insurer's opinion, are deemed capable of returning to partial employment duties, and
- As a result of the Injury or Illness that caused your Total Disability have received, or could in the Insurer's opinion receive, a Post-Disability Income that is less than your Monthly Income, and
- You are under the continuous and regular care of a Doctor undergoing the appropriate treatment.

No Partial Disability benefit is accrued or payable until the waiting period has ended.

The Partial Disability benefit is calculated as follows, subject to a maximum benefit of $30,000 per month:

A - B X C

A

where,

A - is your Pre-disability monthly income,
B - is your actual monthly income earned during the month of Partial Disability,
C - is your monthly benefit which would be otherwise payable if you had suffered Totally Disability.

The benefit will be reduced by any Other Disability Income if:

- The benefit payable for Partial Disability, plus
- Any Other Disability Income (e.g. workers compensation),

exceeds 100% of Pre-Disability Income.

Other Disability Income means any income, other than income from benefits under the Policy, which you may derive during a month for which a benefit under the Policy is being assessed, whether that income was actually received or not, and includes:

- Any other income derived as a result of incapacity under any other insurance policy, and
- Any benefit under any worker's compensation or other similar legislation, statutory accident compensation scheme or any settlement under common law, and
- Sick leave, but only where the sick leave amount is paid to the Insured Person. It does not include:
  - Income earned from investments, or
  - Any lump sum total and permanent disablement benefit, lump sum superannuation benefit, lump sum trauma or terminal illness style of benefit, or
  - Annual leave or long service leave entitlements, or
  - Termination payments from their employer, or
  - Centrelink payments.

Any Other Disability Income that is in the form of a lump sum, or is exchanged for a lump sum, has a monthly income equivalent of 1% of the lump sum for each month a disability benefit is paid. If it can be shown that a portion of the lump sum represents compensation for pain and suffering, or the loss of use of a part of the body, we will not take that portion into account as Other Disability Income. However, if pain and suffering cannot be isolated from loss of earnings, it has a monthly income equivalent of 1% of the lump sum for each month a disability benefit is paid.

If the entitlement of an Insured Person to Other Disability Income is in dispute, at the Insurer's absolute discretion the Insurer may pay the full amount of the benefit due under the Policy on a conditional basis until the dispute is resolved. If the Insurer chooses to pay, and the Insured Person receives Other Disability Income, the Insurer may offset those payments received from future benefits or recover the amount of benefit the Insurer has paid which would have been offset.

Post-Disability Income means the amount of Income the insured member has received during the month that a Partial Disability Benefit is paid. If an insured member is suffering Partial Disability but has not received such income, in order to enable the Insurer to calculate the benefit, the Insurer will estimate their capacity to earn and substitute an amount for partial earnings.

Pre-Disability Income means 1/12th of the annual Income of the Insured Person immediately prior to their date of Total Disability. This will not include any income, or portion of income, that continues while the Insured Person is disabled.

Insurance fee waiver

Any insurance fee which falls due while you are receiving a Total or Partial Disability benefit will be waived.

Rehabilitation benefit

Whilst you are suffering Total or Partial disability, approved rehabilitation expenses, such as the cost of a rehabilitation course, device or course of treatment, may be paid by the Insurer if they consider this likely to assist your return to work. The Insurer's prior approval is required in all cases before the cost is incurred.

The Trustee must also be satisfied that the payment is permissible under the Trust Deed and superannuation legislation.

Recurring disablement

If you become disabled by the same or related injury or illness within six months of the date your previous period of disability ceased, it will be treated by the Insurer as a continuation of the earlier claim, and the waiting period will not apply. Both your cover and the Policy must still be in force. Benefits will be limited to the unexpired portion of the applicable benefit payment period.

Benefit indexation

Where you have a benefit period of more than 12 months and have been in receipt of a Total Disability benefit for twelve (12) continuous months, the Insurer will increase your monthly benefit from that date by the lesser of the annual CPI percentage increase or 5%.

Your monthly benefit will thereafter be increased at the end of each consecutive twelve (12) month period where a Total Disability benefit continues to be paid.

The maximum monthly benefit available under the Policy is $30,000 per month, including benefit indexation.

Benefit indexation does not apply to Partial Disability benefits.

IP Cover Exclusions

No IP benefit will be payable when a claim arises directly or indirectly as a result of:

- An act of War, or
- Participation in a criminal act, or
- Intentional self-inflicted harm or attempt at suicide, or
- Normal and uncomplicated pregnancy, caesarean birth, threatened miscarriage, participating in in-vitro fertilisation or other medically assisted fertilisation techniques and normal discomforts of pregnancy (such as morning sickness, backache, varicose veins, ankle swelling and bladder problems), where the continuous period of Total Disability is less than 90 consecutive days, or
- Any additional exclusion that came into effect through underwriting.

Applying for insurance cover

Applying for new insurance cover

Members who wish to apply for insurance benefits will need to complete the Insurance Cover Application Form available from https://learninghub.hejazfs.com.au/en/knowledge/important-documents#hejaz-islamic-super-pension. New Insurance benefits are subject to underwriting, acceptance by the Insurer of the application relating to the Member and payment of insurance fees, in accordance with the Policy terms and conditions.

The maximum benefit period for a claim from any one cause (or related cause) is the total of the remaining months to the conclusion of the applicable benefit payment period.

Underwriting requirements

Set out below are the requirements for health evidence for Death, TPD and IP cover (based on amounts of cover requested) where medical underwriting is required.

Unless the Insurer has agreed otherwise, full underwriting will apply to all members who apply for insurance cover and the Insurer may apply exclusions, loadings or restrictions to insurance cover where applicable.

Evidence of Health	Death & TPD Amount (to age 44)	Death & TPD Amount (age 45+)	IP Monthly Amount
Personal Statement	Up to $2,500,000	Up to $1,500,000	Up to $12,000
Personal Statement + A	n/a	$1,500,001 - $2,500,000	$12,000 – $15,000
Personal Statement + A + B	$2,500,001 - $3,500,000	$2,500,001 - $3,500,000	$15,001 – $20,000
Personal Statement + A + B + C	$3,500,001 - $5,000,000	$3,500,001 - $5,000,000	Over $20,000
Personal Statement + A + B + C +D	Over $5,000,000	Over $5,000,000	n/a

***A** - Blood test (one sample): HIV, Hepatitis B & C Serology, Multiple Biochemical Analysis including Liver Function test, Renal Function test, Fasting Glucose test and Lipid profile.*
***B** – GP Medical Exam*
***C** - Personal Medical Attendants Report (PMAR)*
***D** – Full Blood Count (FBC) and Exercise ECG*

Applying for the transfer of existing cover under the Fund's Policy

Where a Member is insured under an external superannuation policy and are rolling over their entire superannuation benefit to Hejaz Islamic Super, they can apply to the Insurer to transfer the amount of their existing Death, TPD and IP insurance cover without underwriting subject to the below terms.

Members must however satisfy certain conditions to be eligible for the transfer of insurance cover. These conditions can be found on the Insurance Transfer form available at https://learninghub.hejazfs.com.au/en/knowledge/.

If a Member does not meet all of the conditions then no transfer of cover will be provided and any cover will be subject to underwriting and will commence on the date they are advised in writing. Any transferred cover, if accepted by the Insurer, becomes subject to the terms and conditions of the Policy.

When does insurance cover start?

Insurance cover will only commence on the date the Insurer accepts your application for insurance by formally notifying you in writing. The Insurer can accept or reject an application for cover at their discretion. This is subject to the receipt and assessment of requested medical evidence, other particulars and your acceptance of any special terms.

When does insurance cover cease?

Death and TPD insurance cover will cease when any of the following occurs:

- You turn 70 years of age
- We receive your request in writing to cancel your cover
- You permanently reside overseas
- You retire permanently from the workforce
- You join the military forces of any country, except as a member of the Australian Defence Forces Reserve whilst performing duties within Australia
- You cease to be an Australian Resident
- You die
- The Insurer admits a claim, unless they admit a claim for Terminal Illness and your death cover exceeds the Terminal Illness Benefit in which case you will continue to have death with the amount reduced by the Terminal Illness Benefit
- You exercise your right to direct future contributions to another fund and transfer your entire account balance to that fund as a result of Choice of fund legislation
- There are insufficient funds in your account to meet the next insurance fee that falls due
- Unless you have made an election, at the end of the period for which insurance fees have already been paid upon your account becoming inactive, for 16 consecutive months as described below
- If we are required to transfer your account balance out of the Fund as required by any government legislation.

Also, we are required by the Government to cease any insurance cover you hold if no amount (e.g. contributions or rollovers) has been received for you by the Trustee (i.e. your account is inactive) for 16 continuous months, unless we have received an Election from you during that period to maintain your insurance.

Election means an election provided by you to maintain your insurance cover even if your account becomes inactive. A separate Election is required for each continuous period of inactivity.

For more details on how to make an Election to maintain insurance cover, please phone 1300 043 529.

Note: If you elect to take out or maintain cover, the costs of cover will be deducted from your account and may erode your balance in the Fund.

An election to maintain cover despite inactivity does not mean that cover cannot cease for some other reason. For example, if you make an election to maintain cover, but subsequently reach the maximum insurable age or the Insurer admits a benefit claim for you, your cover will cease.

The cessation of your Death and TPD insurance cover does not affect any cover for an insurable event that occurred in the past when your insurance cover under the Policy was still active.

IP cover will cease when any of the following occurs:

- You turn 65 years of age
- We receive your request in writing to cancel your cover
- You permanently reside overseas
- You retire permanently from the workforce
- You join the military forces of any country, except as a member of the Australian Defence Forces Reserve whilst performing duties within Australia
- You cease to be an Australian Resident
- You die
- You exercise your right to direct future contributions to another fund and transfer your entire account balance to that fund as a result of Choice of fund legislation
- There are insufficient funds in your account to meet the next insurance fee that falls due
- Unless you have made an election, at the end of the period for which insurance fees have already been paid upon your account becoming inactive, for 16 consecutive months as described below
- If we are required to transfer your account balance out of the Fund as required by any government legislation.

Also, we are required by the Government to cease any insurance cover you hold if no amount (e.g. contributions or rollovers) has been received for you by the Trustee (i.e. your account is inactive) for 16 continuous months, unless we have received an Election from you during that period to maintain your insurance.

Note: If you elect to take out or maintain cover, the costs of cover will be deducted from your account and may erode your balance in the Fund.

An election to maintain cover despite inactivity does not mean that cover cannot cease for some other reason. For example, if you make an election to maintain cover, but subsequently reach the maximum insurable age or the Insurer admits a benefit claim for you, your cover will cease.

The cessation of your IP insurance cover does not affect any cover for an insurable event that occurred in the past when your insurance cover under the Policy was still active.

Reinstating your insurance cover

If your Death and TPD or IP cover ceases due to your account being inactive for 16 consecutive months, you can have your cover reinstated from the date it ceased if all the following conditions are met:

- You request for your cover to be reinstated within 60 calendar days of the date it ceased
- You have a sufficient account balance to pay the insurance fees owed for your reinstated cover within 60 calendar days of the date it ceased
- You have, at all times since your cover ceased, continued to meet the eligibility criteria for the ceased cover
- You have never been paid a total and permanent disablement benefit or terminal illness benefit from any superannuation fund or insurance policy, you've never sought medical advice for a condition that would entitle you to apply for or receive a total and permanent disablement benefit, and you've never been diagnosed with a Terminal illness.

The same restrictions, conditions, exclusions or premium loadings that applied to your cover before it ceased will continue to apply to reinstated cover.

New Events Cover will apply to reinstated cover if you are not At Work on the date you apply for your cover to be reinstated until you have been in Active Employment for 30 consecutive days.

If you cover ceased due to any other reason or you do not meet the reinstatement conditions above, it can only be reinstated through applying for insurance cover and underwriting as specified in the 'Underwriting requirements' section above. Cover that is reinstated through underwriting commences from the date the Insurer accepts your application.

At Work means:

- You are actively performing all of the normal duties and normal hours of your regular occupation without restriction by any Injury or Illness, or
- If on employer approved leave (except leave caused by Injury or Illness), you are in the Insurer's opinion capable of actively performing all of the normal duties and normal hours of your regular occupation, without restriction by any Injury or Illness.

New Events Cover means the Insurer will only pay a benefit for an Injury or Illness if it first occurs on or after the date your cover commenced, recommenced or increased. An Injury or Illness is considered to have first occurred on the day you first sought medical advice for the Injury or Illness.

Active Employment means you are capable of performing all of the normal duties of your regular occupation, without restriction by any Injury or Illness, for at least 35 hours per week (whether or not you are actually working those hours).

Employer approved leave

Cover will continue in respect of a Member on employer approved leave provided your insurance fees continue to be paid, and cover does not cease for some other reason.

If you suffer Total & Permanent Disablement within 24 months of the employer approved leave commencing, the Parts of the Total & Permanent Disablement definition that applied to you on the date your approved leave commenced will apply. After 24 months and until you have returned to Active Employment for 30 consecutive days, you must satisfy either Part 3, Part 4, Part 5, or Part 6 under the definition of Total and Permanent Disablement.

For IP cover, if you suffer Total Disability during a period of approved leave which is unpaid:

- Your monthly benefit accrues from the latter of:
  - The date that has been agreed and documented by your employer and yourself as the date you will be returning to their employment, and
  - The day after the Waiting Period has ended.
- The insurer will use your Monthly Income on the day immediately before your approved leave commenced to calculate your Monthly Benefit.

Note: If you are on employer approved leave for a period exceeding 16 consecutive months and no contributions are being made to your super account you must make an Election to maintain your insurance cover for it to continue. If you do not make this Election then your insurance cover will cease after the first period of 16 months' inactivity.

Changing your cover

You can apply for additional cover (type or amount) by completing an 'Insurance Application Form' subject to eligibility criteria and normal underwriting requirements being met. Increased cover does not commence until your application is accepted by the Insurer and is subject to the payment of additional insurance fees.

You can cancel your cover at any time. The request must be in writing and sent to the

Fund Administrator at PO Box 3528, Tingalpa DC, QLD 4173. Cancellation is effective from the date the Insurer receives notice from the Trustee to cancel cover for you.

You can also reduce your cover by sending a request in writing to the Fund Administrator at PO Box 3528, Tingalpa DC, QLD 4173.

If you do cancel or reduce your cover, reinstatement will require a personal application to the Insurer and will be subject to the provision of satisfactory health evidence.

Cost of insurance cover

Insurance fees are deducted monthly in arrears from your account by redemption of units. Units are sold from your portfolio in accordance with your investment profile. For example, if the investment profile of your account is 50% Hejaz Islamic Balanced and 50% Hejaz Islamic Conservative, fees will be deducted evenly across each investment option. If there is insufficient money in your account, insurance cover will cease. If we don't receive an amount for you for 16 continuous months, cover may also cease. If you would like to make certain your insurance cover continues, you should ensure that you have sufficient funds in your account to meet the cost of that cover and regularly make contributions to the account. Whether the continuation of cover in the Fund is right for you depends on your personal circumstances. You should consider obtaining financial advice about this.

Death and TPD insurance fees

The rates shown below are applicable to standard lives and white collar occupations (i.e. they are base rates) and include an insurance administration fee payable to the Fund Administrator of 7.5%. Members in other occupations may be subject to different rates depending on their occupational category and occupational factors described in the table below. To calculate the cost of your cover, please refer to the 'Calculating your Death and TPD insurance fees' section below or contact the Fund Administrator.

IP insurance fees

The tables below provide a guide to calculating the insurance fees to be charged to your account for IP cover. The rates shown are applicable to standard lives and white collar occupations (i.e. they are base rates) and include an insurance administration fee payable to the Fund Administrator of 7.5%. Members in other occupations may be subject to different rates depending on their occupational classification and occupational factors described further below. Different insurance apply depending on the waiting period and benefit payment period selected.
The rates do not cover stamp duty which varies depending on the charges applied by each state or territory. Stamp duty applies, ranging from 5% to 11% (refer to Stamp Duty table below for more details). To calculate the cost of your cover, please refer to the 'Calculating your IP insurance fees' section below or contact the Fund Administrator.

Occupational factors

Occupational category	Death & TPD factors	Death & TPD factors
Professional	0.09	0.09
White collar	1.00	1.00
Light blue collar	1.25	1.40
Blue collar	1.75	2.20
Heavy blue collar	2.05	3.00

The occupational factors shown above are applied to the standard insurance fee rates to determine the insurance fees applicable to a member's insurance cover. An explanation of the occupational classifications appears below.

Occupational classifications

Class	Type of Occupation
Professional	Professional white-collar occupations where the worker holds a tertiary qualification relevant to their occupation and is a member of a professional institute and earns a gross income of at least $100,000 per annum. They must be working in a sedentary capacity in an office environment with less than 20% of time spent outdoors. (e.g. solicitor, accountant and medical practitioner).
White collar	Clerical, administration and managerial occupations involving office duties only. (e.g. office administrator, computer operator, bank clerk, consultant).
Light blue collar	Occupations mainly engaged in light manual duties in non-hazardous industries. This includes store workers, professionals with some fieldwork, persons who travel but do not deliver goods, and supervisors of manual work (e.g. retail and sales personnel, computer technicians, purchasing officer, coffee shop owner).
Blue collar	Qualified tradespeople who perform a moderate amount of manual work (e.g. plumber, carpenter, nurse).
Heavy blue collar	Unskilled occupations performing manual work or skilled employees mainly performing heavy manual work (e.g. construction workers, factory workers, cleaners, labourers, delivery drivers, storemen, production workers and machine operators).

Class	Type of Occupation
Excluded Occupations	If you apply for cover whilst employed in one of the following hazardous or higher risk occupations. the Insurer is unlikely to accept you for cover: - Aviation worker such as a pilot, air traffic controller or aerial photographer, - Emergency services worker such as a fireman, police officer, ambulance officer or paramedic, except as a volunteer, - Entertainer working professionally such as an actor, dancer, musician or performer, - Forestry worker such as a tree feller or sawmill worker, - Horse racing industry worker such as a jockey, trainer or strapper, - Mining worker such as a miner, mineral explorer earth driller or explosives handler, - Offshore worker such as a fisherman, oil rig worker or diver, - Security worker such as a security guard, doormen, bouncer or crowd controller, - Sex worker, - Sportsperson working professionally or semi-professionally, - Underground or underwater worker, or - Working at heights above 10 metres such as a rigger, scaffolder or roof worker.

Calculating your Death and TPD Premiums

To calculate the annual cost of your Death Only or Death and TPD insurance cover, first find your occupational class as shown in the previous Occupational classifications table. Then find the 'Occupational factor' applicable (if applying for TPD) to your occupational classification and the rate of insurance fees based on your gender, smoker status and age next birthday, as shown in the following tables.

Then perform the following calculation:

Death annual insurance fees = (sum insured ÷ $1,000) x (occupational factor x death annual rate of insurance fees)

TPD annual insurance fees = (sum insured ÷ $1,000) x (occupational factor x TPD annual rate of insurance fees)

For example:

The insurance fees required to provide a male office worker, aged 35 next birthday, non-smoker, with a death only benefit of $300,000 would be calculated as follows:

Monthly insurance fees = [$300,000 ÷ $1,000] x [1.00 (white collar occupational factor)] x $0.35

= $300 x $0.35
= $105 per annum
= $ 8.75 per month

The monthly cost of IP cover (for a two-year benefit period with a 60-day waiting period) available to a male nurse, aged 35 next birthday, non-smoker, earning $50,000 per year, based on an 85% of salary formula, is calculated as follows:

Annual benefit = $50,000 x 85% = $42,500

Annual insurance fees = [$42,500 ÷ 1,000] x [2.20 (blue collar occupational factor) x $1.21]
= $42.5 x 2.662
= $113.14 per annum
= $9.43 per month

Calculating your IP insurance fees

To calculate the annual cost of your IP cover, first find your occupational class as shown in the previous Occupational Classifications table, then the 'Occupational factor' applicable to your occupational classification and the rate of insurance fees based on your gender, age next birthday, and relevant benefit and waiting periods as shown in the following tables.
Then perform the following calculation*:

Annual Benefit = [Annual salary x 85% (10% being superannuation contribution benefit)]

Annual insurance fees = [Annual benefit ÷ $1,000] x [annual rate of insurance fees x occupational factor*]

For example:

The insurance fees required to provide a female electrician, aged 40 next birthday, smoker, with a death and TPD benefit of $250,000 would be calculated as follows:

Monthly insurance fees = [($250,000 ÷ $1,000) x [1.75 (blue collar occupational factor) x $1.12]
= $250 x $1.96
= $490 per annum
= $40.83 per month

The monthly cost of IP cover (for a benefit period to age 65 with a 90-day waiting period) available to a female office worker, aged 40 next birthday, non-smoker, earning $60,000 per year, based on a 75% of salary formula, is calculated as follows:

Annual benefit = $60,000 x 75% = $45,000

Annual insurance fees = [$45,000 ÷ 1,000] x [1.00 (white collar occupational factor) x $11.99]
= $45 x 11.99
= $539.55 per annum
= $44.96 per month

****Please note that stamp duty has not been included.***

Occupational factors

Age next birthday	Death Rates				Death & TPD Rates			
	Male		Female		Male		Female	
	Non-smoker	Smoker	Non-smoker	Smoker	Non-smoker	Smoker	Non-smoker	Smoker
16	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
17	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
18	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
19	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
20	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
21	0.46	0.82	0.15	0.27	0.58	1.01	0.22	0.38
22	0.44	0.78	0.13	0.24	0.58	1.01	0.19	0.33
23	0.41	0.72	0.12	0.22	0.55	0.96	0.18	0.31
24	0.39	0.69	0.12	0.22	0.53	0.91	0.18	0.31
25	0.37	0.65	0.11	0.19	0.52	0.90	0.17	0.29
26	0.34	0.60	0.11	0.19	0.49	0.86	0.17	0.29
27	0.33	0.59	0.11	0.19	0.48	0.84	0.18	0.31
28	0.33	0.59	0.11	0.19	0.48	0.84	0.18	0.31
29	0.33	0.59	0.11	0.19	0.49	0.86	0.20	0.35
30	0.33	0.59	0.12	0.22	0.49	0.86	0.22	0.38
31	0.31	0.55	0.12	0.22	0.49	0.86	0.23	0.39
32	0.31	0.55	0.13	0.24	0.49	0.86	0.25	0.43
33	0.33	0.59	0.15	0.27	0.53	0.91	0.29	0.51
34	0.34	0.60	0.17	0.29	0.55	0.96	0.32	0.57
35	0.35	0.62	0.18	0.31	0.56	0.98	0.35	0.62
36	0.37	0.65	0.19	0.33	0.58	1.01	0.39	0.69
37	0.39	0.69	0.23	0.39	0.62	1.10	0.43	0.76
38	0.41	0.72	0.24	0.41	0.67	1.17	0.48	0.84
39	0.45	0.80	0.28	0.48	0.74	1.31	0.57	1.00
40	0.51	0.88	0.30	0.53	0.83	1.44	0.63	1.12
41	0.53	0.91	0.33	0.59	0.88	1.55	0.72	1.27
42	0.57	1.00	0.35	0.62	0.99	1.74	0.81	1.41
43	0.62	1.10	0.39	0.69	1.12	1.96	0.89	1.56
45	0.68	1.19	0.41	0.72	1.26	2.20	0.99	1.74
46	0.74	1.31	0.42	0.74	1.39	2.44	1.04	1.84

Age next birthday	Death Rates				Death & TPD Rates			
	Male		Female		Male		Female	
	Non-smoker	Smoker	Non-smoker	Smoker	Non-smoker	Smoker	Non-smoker	Smoker
47	0.82	1.43	0.45	0.80	1.58	2.77	1.17	2.05
48	0.90	1.58	0.51	0.88	1.78	3.13	1.31	2.30
49	1.05	1.86	0.58	1.01	2.23	3.90	1.66	2.91
50	1.16	2.03	0.65	1.13	2.50	4.40	1.91	3.36
51	1.26	2.20	0.71	1.25	2.77	4.86	2.16	3.78
52	1.34	2.37	0.81	1.41	3.10	5.43	2.46	4.32
53	1.48	2.60	0.88	1.55	3.47	6.10	2.76	4.85
54	1.60	2.82	0.97	1.70	3.88	6.82	3.10	5.43
55	1.72	3.03	1.05	1.86	4.26	7.48	3.40	5.96
56	1.87	3.28	1.16	2.03	4.71	8.27	3.74	6.57
57	2.05	3.61	1.27	2.23	5.26	9.22	4.09	7.17
58	2.25	3.95	1.38	2.42	5.84	10.26	4.44	7.79
59	2.47	4.33	1.51	2.63	6.55	11.48	4.85	8.51
60	2.72	4.76	1.62	2.85	7.30	12.81	5.27	9.23
61	2.95	5.18	1.74	3.06	8.08	14.20	5.68	9.97
62	3.19	5.60	1.92	3.38	8.92	15.66	6.22	10.92
63	3.45	6.05	2.13	3.73	9.80	17.21	6.89	12.09
64	3.70	6.48	2.37	4.16	10.74	18.84	7.68	13.48
65	3.99	6.99	2.64	4.64	11.79	20.70	8.55	15.00
66	4.27	7.50	2.93	5.16	12.86	22.58	9.44	16.57
67	4.64	8.15	3.29	5.78	14.08	24.73	10.44	18.32
68	5.06	8.89	3.70	6.48	15.57	27.33	11.62	20.39
69	5.45	9.57	4.09	7.17	17.11	30.05	12.89	22.62
70	5.89	10.33	4.49	7.89	18.81	33.03	14.27	25.04

- Age next birthday is defined as the member's current age plus one year as at commencement date of cover and then at the annual review date of 1 July each year.
- The table above includes an insurance administration fee payable to the Fund Administrator of 7.5%.
- Insurance fees are payable monthly in arrears.

Base (White Collar) IP rates – Annual insurance fee rates per $1,000 annual agreed benefit period to age 65

	Non-smoker						Smoker					
Age next birthday	Male			Female			Male			Female		
	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait
16	6.08	5.02	3.71	8.57	7.12	4.77	10.69	8.82	6.50	15.05	12.50	8.37
17	6.08	5.02	3.71	8.57	7.12	4.77	10.69	8.82	6.50	15.05	12.50	8.37
18	6.16	5.08	3.79	8.68	7.22	4.81	10.81	8.93	6.65	15.23	12.69	8.44
19	6.24	5.17	3.82	8.75	7.30	4.86	10.94	9.07	6.70	15.35	12.80	8.52
20	6.31	5.24	3.87	8.83	7.36	4.89	11.07	9.19	6.79	15.49	12.92	8.59
21	6.39	5.31	3.90	8.90	7.44	4.96	11.21	9.32	6.85	15.63	13.06	8.70
22	6.34	5.21	3.71	9.15	7.61	5.08	11.13	9.16	6.50	16.07	13.36	8.92
23	6.34	5.15	3.54	9.38	7.79	5.19	11.13	9.04	6.21	16.48	13.67	9.12
24	6.33	5.08	3.42	9.63	7.98	5.32	11.10	8.93	6.00	16.92	14.00	9.34
25	6.34	5.06	3.25	9.89	8.15	5.44	11.13	8.88	5.71	17.36	14.30	9.55
26	6.37	5.02	3.17	10.13	8.33	5.56	11.19	8.82	5.57	17.78	14.62	9.75
27	6.51	5.10	3.14	10.55	8.68	5.99	11.43	8.95	5.50	18.51	15.23	10.51
28	6.71	5.20	3.13	11.03	9.09	6.32	11.77	9.14	5.48	19.36	15.96	11.09
29	6.94	5.35	3.16	11.62	9.54	6.62	12.19	9.40	5.56	20.40	16.75	11.62
30	7.25	5.56	3.21	12.28	10.03	6.89	12.72	9.75	5.64	21.55	17.61	12.09
31	7.59	5.77	3.30	13.04	10.60	7.15	13.32	10.14	5.79	22.90	18.60	12.56
32	8.00	6.05	3.43	13.90	11.20	7.46	14.05	10.63	6.01	24.40	19.67	13.09
33	8.45	6.37	3.55	14.81	11.87	7.75	14.82	11.19	6.24	26.00	20.84	13.61
34	8.94	6.73	3.73	15.82	12.61	8.12	15.70	11.80	6.56	27.77	22.13	14.25
35	9.47	7.12	3.95	16.90	13.38	8.52	16.63	12.48	6.93	29.67	23.49	14.96
36	10.06	7.56	4.21	18.04	14.27	9.02	17.66	13.27	7.41	31.66	25.04	15.83
37	10.71	8.03	4.49	19.25	15.19	9.59	18.80	14.09	7.88	33.80	26.67	16.83
38	11.38	8.56	4.84	20.50	16.18	10.28	20.00	15.02	8.49	35.99	28.40	18.04
39	12.15	9.12	5.20	21.82	17.24	11.06	21.32	16.00	9.14	38.31	30.27	19.41
40	13.19	9.72	5.67	23.65	18.38	11.99	23.16	17.05	9.93	41.52	32.27	21.05
41	14.28	10.36	6.15	25.46	19.59	13.07	25.06	18.19	10.80	44.69	34.38	22.95
42	15.34	11.06	6.73	27.27	20.83	14.25	26.94	19.41	11.80	47.88	36.57	25.02
43	16.33	11.84	7.39	28.83	22.16	15.58	28.67	20.77	12.96	50.61	38.89	27.35
45	17.37	12.63	8.11	30.40	23.53	17.08	30.51	22.17	14.23	53.36	41.31	29.98
46	18.47	13.50	8.95	32.00	24.96	18.66	32.42	23.69	15.72	56.19	43.82	32.77

Age next birthday	Non-smoker						Smoker					
	Male			Female			Male			Female		
	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait
47	20.84	15.43	10.89	35.25	27.92	22.24	36.58	27.08	19.11	61.88	49.02	39.04
48	22.11	16.46	12.03	36.87	29.44	24.14	38.83	28.90	21.11	64.73	51.69	42.40
49	23.46	17.57	13.23	38.47	30.97	26.18	41.17	30.84	23.23	67.55	54.37	45.95
50	24.83	18.73	14.47	40.07	32.47	28.19	43.60	32.86	25.39	70.34	57.00	49.48
51	26.27	19.94	15.72	41.59	33.95	30.23	46.12	35.00	27.58	73.01	59.60	53.06
52	27.72	21.21	17.26	43.06	35.37	32.22	48.68	37.23	30.30	75.60	62.09	56.56
53	29.20	22.49	18.93	44.45	36.69	32.21	51.26	39.47	33.24	78.03	64.40	56.55
54	30.67	23.78	20.25	45.70	37.88	33.52	53.85	41.75	35.55	80.22	66.51	58.83
55	32.11	25.05	21.58	46.81	38.92	34.63	56.37	43.98	37.87	82.17	68.32	60.79
56	33.49	26.27	22.88	47.69	39.72	35.51	58.78	46.12	40.15	83.72	69.72	62.34
57	34.77	27.39	24.07	48.33	40.28	36.11	61.03	48.08	42.26	84.84	70.71	63.39
58	35.85	28.36	25.14	48.67	40.50	36.34	62.94	49.78	44.14	85.43	71.10	63.79
59	36.69	29.10	25.99	48.59	40.30	36.14	64.40	51.09	45.63	85.30	70.76	63.44
60	37.17	29.51	26.51	48.01	39.60	35.40	65.25	51.80	46.54	84.28	69.52	62.15
61	32.79	24.75	22.18	49.18	35.17	32.28	57.57	43.45	38.93	86.33	61.74	56.67
62	27.80	21.15	18.87	41.70	30.48	27.69	48.79	37.11	33.12	73.21	53.50	48.61
63	20.24	15.44	13.66	30.36	22.54	20.21	35.53	27.09	23.98	53.30	39.57	35.49
64	14.13	11.29	9.97	21.19	16.73	14.85	24.80	19.82	17.49	37.20	29.37	26.06
65	4.88	3.95	3.32	7.31	5.92	4.98	8.56	6.93	5.83	12.84	10.40	8.73

- The table above does not include stamp duty.
- Age next birthday is defined as the member's current age plus one year as at commencement date of cover and then at the annual review date of 1 July each year.
- The table above includes an insurance administration fee payable to the Fund Administrator of 7.5%.
- Insurance fees are payable monthly in arrears.

Base (White Collar) IP rates - Annual insurance fee rates per $1,000 annual agreed benefit period for five years

Age next birthday	Non-smoker						Smoker					
	Male			Female			Male			Female		
	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait
16	2.76	1.75	1.04	4.14	2.49	1.57	4.84	3.07	1.84	7.27	4.39	2.75
17	2.76	1.75	1.04	4.14	2.49	1.57	4.84	3.07	1.84	7.27	4.39	2.75
18	2.76	1.75	1.04	4.14	2.49	1.57	4.84	3.07	1.84	7.27	4.39	2.75
19	2.76	1.75	1.04	4.14	2.49	1.57	4.84	3.07	1.84	7.27	4.39	2.75
20	2.76	1.75	1.04	4.14	2.49	1.57	4.84	3.07	1.84	7.27	4.39	2.75
21	2.78	1.77	1.05	4.18	2.53	1.59	4.89	3.11	1.85	7.34	4.43	2.78
22	2.87	1.82	1.08	4.31	2.60	1.60	5.04	3.19	1.88	7.56	4.57	2.82
23	2.95	1.87	1.10	4.41	2.67	1.63	5.16	3.28	1.92	7.74	4.69	2.87
24	3.02	1.90	1.11	4.52	2.73	1.66	5.30	3.34	1.94	7.93	4.79	2.90
25	3.09	1.96	1.13	4.62	2.80	1.70	5.42	3.43	1.99	8.12	4.91	2.99
26	3.17	2.00	1.13	4.76	2.86	1.70	5.57	3.52	1.99	8.35	5.03	2.99
27	3.26	2.06	1.13	4.89	2.95	1.70	5.72	3.62	1.99	8.58	5.16	2.99
28	3.35	2.13	1.15	5.04	3.04	1.72	5.89	3.74	2.02	8.85	5.33	3.02
29	3.50	2.21	1.15	5.26	3.16	1.72	6.15	3.89	2.02	9.22	5.56	3.02
30	3.66	2.31	1.18	5.48	3.30	1.77	6.42	4.06	2.07	9.63	5.79	3.11
31	3.86	2.44	1.23	5.78	3.48	1.84	6.77	4.28	2.16	10.16	6.12	3.23
32	4.05	2.57	1.26	6.08	3.67	1.89	7.12	4.50	2.20	10.69	6.44	3.31
33	4.29	2.71	1.31	6.44	3.87	1.98	7.53	4.75	2.31	11.30	6.79	3.46
34	4.55	2.86	1.40	6.82	4.11	2.09	7.99	5.03	2.45	11.95	7.20	3.67
35	4.83	3.04	1.49	7.25	4.36	2.24	8.47	5.33	2.61	12.72	7.66	3.92
36	5.15	3.23	1.60	7.71	4.70	2.39	9.04	5.65	2.81	13.53	8.26	4.19
37	5.48	3.45	1.69	8.23	4.97	2.53	9.63	6.06	2.96	14.46	8.72	4.43
38	5.86	3.70	1.84	8.78	5.26	2.76	10.28	6.49	3.23	15.43	9.22	4.84
39	6.26	3.93	2.01	9.38	5.57	3.01	10.99	6.91	3.54	16.48	9.78	5.28
40	6.68	4.18	2.19	10.01	5.91	3.29	11.72	7.34	3.86	17.57	10.37	5.77
41	7.12	4.43	2.42	10.67	6.28	3.63	12.48	7.78	4.25	18.74	11.02	6.39
42	7.58	4.70	2.67	11.36	6.69	4.01	13.30	8.23	4.69	19.94	11.74	7.03
43	8.08	4.99	2.96	12.14	7.14	4.44	14.20	8.75	5.19	21.30	12.53	7.79
45	8.62	5.28	3.30	12.92	7.62	4.95	15.14	9.28	5.79	22.69	13.38	8.68
46	9.17	5.59	3.67	13.76	8.16	5.49	16.10	9.81	6.44	24.16	14.32	9.64

	Non-smoker						Smoker					
Age next birthday	Male			Female			Male			Female		
	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait	30 day wait	60 day wait	90 day wait
47	10.47	6.36	4.52	15.72	9.43	6.78	18.38	11.18	7.93	27.58	16.54	11.91
48	11.18	6.83	5.01	16.78	10.14	7.51	19.63	11.98	8.79	29.46	17.80	13.20
49	11.95	7.32	5.57	17.94	10.92	8.35	20.99	12.86	9.77	31.49	19.18	14.66
50	12.85	8.95	6.83	19.26	12.63	10.24	22.55	15.73	11.99	33.82	22.18	17.98
51	13.82	9.79	7.68	20.75	13.70	11.50	24.27	17.19	13.47	36.42	24.05	20.20
52	14.93	10.71	8.61	22.39	14.89	12.92	26.21	18.80	15.11	39.30	26.14	22.67
53	16.11	11.71	9.73	24.17	16.18	13.89	28.28	20.55	17.07	42.43	28.40	24.39
54	17.39	12.76	10.73	26.09	17.57	15.31	30.54	22.40	18.83	45.81	30.83	26.88
55	18.83	13.94	11.86	28.25	19.11	16.88	33.07	24.48	20.81	49.60	33.55	29.63
56	22.32	16.94	14.70	31.98	23.05	20.46	39.18	29.75	25.80	56.14	40.46	35.91
57	25.81	19.93	17.53	35.69	26.98	24.05	45.31	34.99	30.78	62.66	47.38	42.20
58	29.30	22.92	20.37	39.42	30.92	27.63	51.45	40.24	35.77	69.20	54.29	48.50
59	32.80	25.92	23.22	43.14	34.85	31.22	57.58	45.50	40.76	75.73	61.18	54.81
60	36.28	28.91	26.07	46.87	38.79	34.81	63.69	50.75	45.76	82.28	68.09	61.11
61	34.68	25.85	22.89	52.01	36.74	33.34	60.88	45.39	40.18	91.31	64.51	58.51
62	29.40	22.09	19.48	44.10	31.84	28.58	51.62	38.78	34.20	77.42	55.90	50.17
63	21.40	16.11	14.10	32.10	23.56	20.86	37.57	28.29	24.77	56.35	41.36	36.61
64	14.94	11.80	10.29	22.40	17.47	15.32	26.23	20.73	18.06	39.33	30.67	26.89
65	5.16	4.12	3.43	7.73	6.18	5.14	9.05	7.23	6.01	13.57	10.86	9.02

- The table above does not include stamp duty.
- Age next birthday is defined as the member's current age plus one year as at commencement date of cover and then at the annual review date of 1 July each year.
- The table above includes an insurance administration fee payable to the Fund Administrator of 7.5%.
- Insurance fees are payable monthly in arrears.

Stamp duty rates by state or territory

The following tables shows the stamp duty rates that currently apply to the insurance fee rates of income protection shown above.

State	Stamp Duty Rate
Victoria	10%
New South Wales	5%
Queensland	9%
South Australia	11%
Western Australia	10%
ACT	0%
Northern Territory	10%
Tasmania	10%

Other important insurance information

Stamp duty rates by state or territory

Where an application for Death only, Death and TPD or IP cover (including applications for increased cover) is being assessed, you are able to access Interim Accident Cover for the type of cover being applied for. For Death and TPD you will receive Interim Accident Cover if you die or suffer Total and Permanent Disablement as a result of an unintended and unexpected injury. In the case of IP , the Insurer will provide the Interim Accident Cover if you suffer Total Disability as a result of an unintended and unexpected injury.

The amount of accidental cover provided will be:

- For Death and TPD cover, the lesser of the requested benefit or a maximum of $1,500,000, and
- For IP cover, the lesser of requested benefit or $15,000 per month, less any Other Disability Income.

For IP cover the Waiting Period will still apply and the maximum benefit period is the lesser of the benefit period you have applied for and 2 years.

The Accident Cover benefit will commence on the day the Trustee receives a properly completed Insurance Cover Application Form from the Member, and will cease on:

- The date the Insurer declines the risk; or
- The date the Insurer accepts the risk on standard terms; or
- The date the Member accepts or rejects the non-standard terms offered by the Insurer, or
- 28 days from the date the insurer notifies us of their offer to accept cover and apply a non-standard term, or
- The date the Member withdraws their application, or
- (90 days from the date the Interim Accident Cover commenced unless (d) applies in which case Interim Accident Cover ceases 28 days from the date the Insurer notifies us of their offer to accept cover and apply a non-standard term, or
- When the cover applied for begins.

Interim Accident Cover will not be payable for Death and TPD cover where :

- Death is directly or indirectly the result of suicide or attempted suicide, or
- Total and Permanent Disablement is directly or indirectly the result of an intentional self-inflicted injury or attempted suicide, or
- Any other exclusion mentioned in the Exclusion section for Death and TPD cover applies.

Interim Accident Cover will not be payable for IP cover where:

- Total Disability is directly or indirectly the result of an intentional self-inflicted injury, or
- You are suffering Partial Disability,
- Any other exclusion mentioned in the Exclusion section for IP cover applies.

Duty to take reasonable care

Before you enter into a life insurance contract, you have a legal duty to take reasonable care not to make a misrepresentation to the Insurer before the contract of insurance is entered into.

A misrepresentation is a false answer, an answer that is only partially true, or an answer which does not fairly reflect the truth.

This duty applies to a new contract of insurance and also applies when extending or making changes to existing insurance, and reinstating insurance.

When you apply for life insurance, the Insurer conducts a process called underwriting. It's how the Insurer decides whether they can cover you, and if so, on what terms and at what cost.

The Insurer will ask questions they need to know the answers to. These will be about your personal circumstances, such as your health and medical history, occupation, income, lifestyle, pastimes, and current and past insurance. The information you give the Insurer in response to these questions is vital to the Insurer's decision.

If you do not meet your duty

If you do not meet your legal duty, this can have serious impacts on your insurance. There are different remedies that may be available to the Insurer. These are set out in the Insurance Contracts Act 1984 (Cth). These are intended to put the Insurer in the position they would have been in if the duty had been met.

Your cover could be avoided (treated as if it never existed), or its terms may be varied. This may also result in a claim being declined or a benefit being reduced.

Please note that there may be circumstances where the Insurer later investigates whether the information given to them was true. For example, the Insurer may do this when a claim is made.

Before the Insurer exercises any of these remedies, they will explain their reasons and what you can do if you disagree.

The Insurer may apply these remedies separately to each type of cover that they consider could form a separate policy.

Guidance for answering the Insurer's questions

You are responsible for the information provided to the Insurer. When answering the Insurer's questions, please:

- Think carefully about each question before you answer. If you are unsure of the meaning of any question, please ask the Fund Administrator before you respond.
- Answer every question.
- Answer truthfully, accurately and completely. If you are unsure about whether you should include information, please include it.
- Review your application carefully before it is submitted. If someone else helped prepare your application (for example, your adviser), please check every answer (and if necessary, make any corrections) before the application is submitted.

Changes before your cover starts

Before your cover starts, the Insurer may ask about any changes that mean you would now answer the Insurers questions differently. As any changes might require further assessment or investigation, it could save time if you let the Insurer know about any changes when they happen.

If you need help

It's important that you understand this information and the questions the Insurer asks. Contact the Fund Administrator or a person you trust, such as your adviser for help if you have difficulty understanding the process of buying insurance or answering the Insurer's questions.

If you're having difficulty due to a disability, understanding English or for any other reason, we're here to help. If you want, you can have a support person you trust with you.

Notifying the Insurer

If, after the cover starts, you think you may not have met your duty, please contact the Fund Administrator immediately and we'll let you know whether it has any impact on the cover.

Overseas cover

Cover applies 24 hours a day seven days a week anywhere in the world, provided cover has not ceased for some reason.

Cover will continue if you travel overseas, including being temporarily employed overseas, provided the residence overseas is temporary in nature and cover would not otherwise have ceased due to a condition under the Policy, including ceasing because your account balance is insufficient to pay insurance feess.

If you are overseas and become disabled or reside in Australia and subsequently travel overseas and become disabled, the Insurer will not be liable to pay benefits for more than a total of 6 months while you remain overseas. However, if the entitlement to the benefit is continuing, the Insurer must continue to pay the monthly benefit again with effect from the date you return to Australia on provision of sufficient evidence supporting a permanent return to Australia.

The Insurer reserves the right to ask you to return to Australia at your expense for the ongoing assessment of a claim.

There is no restriction on the location or duration of overseas travel.

Note: If you are residing overseas for a period exceeding 16 consecutive months and no contributions are being made to your super account you must make an Election to maintain your insurance cover for it to continue. If you do not make this Election then your insurance cover will cease after the first period of 16 months' inactivity.

AIA Australia Privacy

Your privacy is important to AIA Australia. By becoming a member, or otherwise interacting or continuing your relationship with AIA Australia directly or via a representative or intermediary, you confirm that you agree and consent to the collection, use (including holding and storage), disclosure and handling of personal and sensitive information in the manner described in the AIA Australia Group Privacy Policy on AIA Australia's website (https://www.aia.com.au/en/privacy-policy) as updated from time to time (AIA Australia Group Privacy Policy).

AIA Australia has consented to the statements referable to it in this document in the form and context in which they are included.

8. Other *Information*

Cooling off

The cooling-off period provides new members of Hejaz Islamic Super or Hejaz Islamic Pension, who have applied for an accumulation or pension account, with a further chance to make a decision as to whether their chosen product meets their needs or not. If you feel that it does not meet your needs, you may cancel your investment by notifying the Fund Administrator, in writing or electronically, within 14 days of the earlier of the date you received confirmation of the product being provided and the end of the fifth business day on which the product is issued. The Fund Administrator can be contacted on the contact details found on the cover page of this Booklet

The amount that is refunded may be adjusted to take into account any permissible administrative and transaction costs and any increase or decrease in the value of the investment options you selected and is net of any tax that may have been payable as a result of you acquiring the product (for which we cannot obtain a refund). No withdrawal or termination fees are payable. You will not be able to exercise any cooling off right in the event that you have exercised a right in respect of your initial investment in your chosen product.

Amounts that are subject to preservation restrictions (including amounts which have been transferred from another regulated fund) will be transferred to another regulated superannuation or approved deposit fund of your choice, or in the case of a pension product, may be transferred to a Hejaz Islamic Super account or another super fund.

Enquiries and complaints

The Fund has an established procedure for dealing with your enquiries and complaints.

Enquiries

In the first instance enquiries should be directed to:
Hejaz Islamic Super & Pensions
PO Box 96, Flinders Lane, Vic 8009
Phone: 1300 043 529
Email: super@hejazfs.com.au

If you have a complaint, please contact us by calling 1300 043 529 or by emailing your complaint to super@hejazfs.com.au; or writing to us.

An acknowledgement will be issued to you at the time of receipt of your complaint, either by phone, email or post. Our team will investigate and respond on all aspects of the matters raised in your complaint.

We will provide you with a response no later than 45 calendar days after receiving your complaint, unless another timeframe is allowed or required under the relevant legislation.

If you make a complaint and we resolve it within 5 business days from receipt to your satisfaction we are not required to send you a formal complaint response, unless you request one; or your complaint relates to hardship, a declined insurance claim, the value of an insurance claim or for any decision of a trustee (or failure by the trustee to make a decision) relating to a complaint.

For death benefit objections, the Trustee must provide a complaint response no later than 90 calendar days after the expiry of the 28 calendar day period for objecting.

We will do our best to resolve your complaint as soon as possible. However, if we are unable to provide you with a response within the required timeframe, we will provide you with progress updates including reasons for the delay.

You may also lodge a complaint with the Australian Financial Complaints Authority (AFCA), although AFCA will not normally deal with a complaint until it has been through the trustee's internal complaints handling process.

AFCA provides fair and independent financial services complaint resolution that is free to consumers. Time limits may apply to complain to AFCA and so you should act promptly or otherwise consult the AFCA website to find out if or when the time limit relevant to your circumstances expires. Other limits may also apply.

Website: www.afca.org.au
Email: info@afca.org.au
Telephone: 1800 931 678 (free call)
In writing to: Australian Financial Complaints Authority GPO Box 3 Melbourne VIC 3000

For privacy complaints please refer to page 8 of this Booklet.