

# Completing Proof of Identity

For assistance and enquiries please call **132 467** or email [info@intrust.com.au](mailto:info@intrust.com.au).



Super funds are legally required to confirm your identity in certain circumstances – for example, when transferring super from one fund to another, upon application for early release of super or when claiming your super upon retirement.

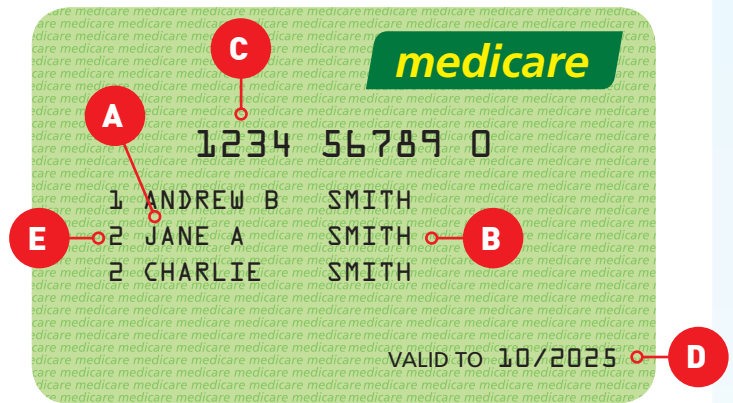
There's two easy ways to prove your ID.

## 1. Electronic verification

Simply provide the details of any TWO of the following:

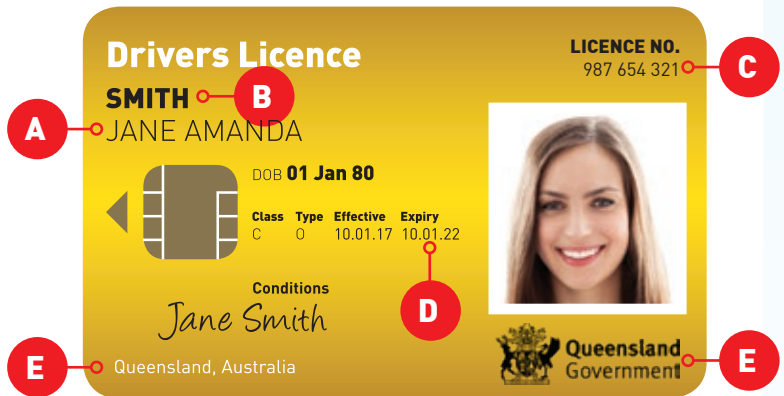
### 1. Medicare card

- [A] Given name as shown on your Medicare card, including initials:  
*Jane A*
- [B] Surname as shown on your Medicare card:  
*Smith*
- [C] Card number:  
*1234567890*
- [D] Valid to MM/YYYY:  
*10/2025*
- [E] I am person number \_ on this card:  
*2*



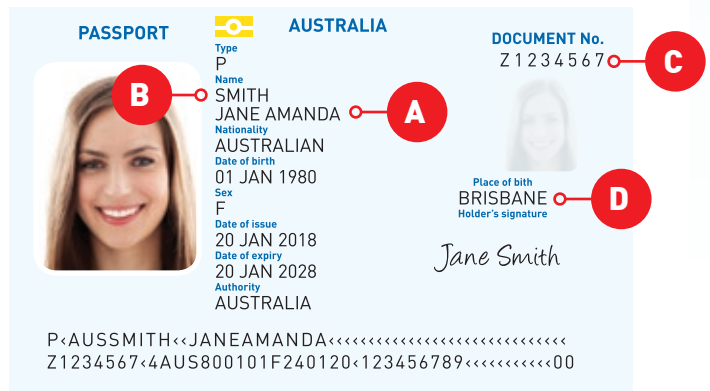
### 2. Australian Driver's Licence

- [A] Given name/s as shown on your licence:  
*Jane Amanda*
- [B] Surname as shown on your licence:  
*Smith*
- [C] Australian Driver's licence number:  
*987654321*
- [D] Expiry date: DD.MM.YY:  
*10.01.22*
- [E] State of issue:  
*Queensland*



### 3. Australian Passport

- [A] Given name/s [including middle name] as shown on your passport:  
*Jane Amanda*
- [B] Surname as shown on your passport:  
*Smith*
- [C] Australian passport number:  
*Z1234567*
- [D] Place of birth as shown on your passport:  
*Brisbane*



## 2. Certified documents

If you prefer, you can attach certified copies of your identification documentation to the appropriate form and send to:

**Intrust Super, GPO Box 1416, Brisbane QLD 4001**

### IDENTIFICATION DOCUMENTATION

#### EITHER:

One of the following documents only:

A current driver's licence or permit issued under the law of a State or Territory; or

A passport issued by the Commonwealth which can be up to two years out of date; that contains a photograph of the person in whose name the document is issued.

#### OR

One of the following documents:

- birth certificate or birth extract citizenship certificate issued by the Commonwealth
- pension card issued by Centrelink that entitles you to financial benefits.

#### AND

- letter from Centrelink regarding a Government assistance payment
- notice issued by Commonwealth, State or Territory Government within the past 12 months, containing your name and residential address. For example:
  - > Tax Office Notice of Assessment
  - > Rates notice from local council

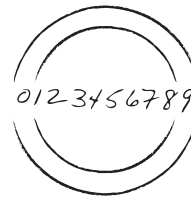
## How to certify documentation

All copied pages of original proof of identification documents [including any linking documents] need to be certified as true copies by any individual approved to do so i.e. Justice of the Peace or Police Officer. To certify your documents the authorised person needs to:

1. Compare the photocopy to the original
2. Include the following details on the copy:
  - [A] stamp/write 'This is a true and correct copy of the original'
  - [B] their qualification [such as Justice of the Peace or Police Officer]
  - [C] their name
  - [D] their address and phone number, and
  - [E] their signature and the date it was signed.

#### For example:

**A** *This is a true and correct copy of the original*



**B** *Justice of the Peace*

**C** *Mr. Sam Sample*

**D** *270 Adelaide Street,  
Brisbane Q 4000  
[07] 3013 8700*

**E** *Sam Sample  
1st July 2018*

If you need further assistance please call **132 467** or email [info@intrust.com.au](mailto:info@intrust.com.au)