

# ESSENTIAL SUPER

## A GUIDE TO YOUR STATEMENT.

Your Essential Super statement has important information about your super, so it's a good idea to take some time to read through and understand it.

### QUICK TIPS.

When you receive your statement:

- ◆ Check your personal details are correct.
- ◆ Check if we have your Tax File Number recorded.
- ◆ Check the spelling of your beneficiaries if you have any recorded.
- ◆ Take some time to understand the transactions on your account.

#### DON'T FORGET TO:

- ◆ Check to see if regular contributions from your employer have been received – if not, give your employer a **Super Choice** form.
- ◆ Bring all of your super together into your Essential Super account so you can avoid paying multiple sets of fees.

### WHERE TO FIND YOUR STATEMENT.

We will send you a statement with details of your Essential Super account twice a year in July and January. Each statement will contain information for the previous six months.

To view your latest super statement, select your Essential Super account in NetBank and click on the **Statements icon**.

### HOW TO READ YOUR STATEMENT.

#### Your account valuation.

Your super can be invested in one or more investment options. Your account valuation will show information about where your super is invested and the value in each investment option.

The screenshot shows a web interface for a super statement. At the top, it says 'STAGING CLOSURE' and '1 Jan - 30 Jun 2014'. Below that, the account number '06 7979 000574082' and customer ID '40245060' are displayed. The main heading is 'Where your money is invested'. A box highlights the '1980S Lifestage Option' with a value of '\$4,029.42'. To the right of this box is a link that says 'Hide performance and holdings'. Below the box, there are two columns: 'Investment return' and 'Top 10 holdings'. The investment return table shows: 1 year return (14.63% pa), 5 year return (-), 10 year return (-), and Since Inception (12.29% pa). The top 10 holdings section states 'No holdings data available'.

Investment return	
1 year return	14.63% pa
5 year return	-
10 year return	-
Since Inception	12.29% pa

Top 10 holdings	
No holdings data available	

#### Value

The total amount of super in the investment option on the last day of the statement period. For all options except the Cash Deposit option, this is calculated by multiplying the amount of units by the unit price.

**Remember:** The number of units you hold in a fund will not reduce unless you sell these units by withdrawing, switching into another investment option or by paying fees/premiums/taxes. However, the unit price for the investment option will go up and down due to market movements and this will affect the total value of your super.

## Your insurance details.

If you have insurance cover through your Essential Super account it will be displayed in this section.

### Your premium

This is the amount you pay for your insurance cover.

### Your cover

The type of insurance cover you have.

### Cover amount

The amount of cover you are currently insured for.

**Remember:** You can add cover to your super, or cancel your cover any time by clicking your Essential Super account in NetBank and selecting **Insurance** from the left hand side menu.

If you have more than one Essential Super account you will only be paid one insurance benefit, even if you have insurance and are paying premiums in relation to more than one account. Please notify us immediately if you have more than one Essential Super account so we can combine them.

## Your non-lapsing death benefit nomination.

If you've nominated someone to receive your super and insurance benefits when you die, their full name, date of birth and relationship to you will show in this section along with the percentage benefit you've allocated to them.

To nominate someone or change your nomination, you can download a **Non-lapsing death benefit form**.

## Your account summary.

Your account summary displays an overview of your account transactions for the six-month statement period.

### Change in your balance

Reflects how the performance of your investment option has affected the value of your super balance. It calculates the difference between the opening and closing balances after adding and subtracting all transactions that have occurred during the statement period.

**Remember:** You can check your account summary and transactions any time by accessing your Essential Super account through NetBank.

## Your account transactions.

Your account transactions show a detailed summary of all transactions on your account for the six-month statement period.

DATE	INVESTMENT OPTION	TRANSACTION TYPE	AMOUNT
16 Jan 2014	1980S Lifestage Option	Insurance Premium	-\$20.40
16 Jan 2014	1980S Lifestage Option	Account Administration Fee	-\$5.00
20 Mar 2014	1980S Lifestage Option	Insurance Premium	-\$20.40
20 Mar 2014	1980S Lifestage Option	Account Administration Fee	-\$5.00
16 May 2014	1980S Lifestage Option	Insurance Premium	-\$20.40
16 May 2014	1980S Lifestage Option	Account Administration Fee	-\$5.00

### Investment option

Your account transactions not only show the type and amount of the transaction but also the investment option the transaction has affected.

## Common transaction types

- Employer Concessional:** Contributions made by your employer from your before-tax salary.
- Personal Non-concessional:** Contributions you've made into your super from your after-tax money.
- Tax of 15%:** The tax charged on a contribution made from your pre-tax salary (concessional contributions).
- Net application:** The amount of super invested in your account after the 15% contribution tax has been taken out of your contribution.
- Tax deducted as no TFN held:** The extra tax charged if Tax File Number (TFN) isn't recorded on your account.
- Rollover:** Amount of super transferred from other super funds.
- Switch:** Occurs when you change from one investment option into another.
- Interest:** The monthly interest paid into your account if you have money in the Cash Deposit option.
- Account administration fee:** The monthly fee charged from your account.
- Insurance premium:** Monthly cost of your insurance cover.

**Remember:** If you haven't supplied us with your TFN you could be paying extra tax on your super contributions. Update your TFN easily through NetBank or provide it to us over the phone by calling 13 40 74.

## Your fee summary.

The fee summary shows both direct and indirect fees that have been charged to your Essential Super account for the six-month statement period. For more information on fees please see the **Essential Super Reference Guide**.

STAGING CLOSURE		1 Jan - 30 Jun 2014
Account Number: 06 7979 000574082	Customer ID (OIN): 40245060	
<b>Fees you paid</b>		
<b>Fees charged</b>		<b>\$20.00</b>
These are the fees (including adjustments) that have been deducted from your account this period.		
<b>Indirect costs of your investment</b>		<b>\$14.34</b>
This approximate amount has been deducted from your investment and includes amounts that have reduced the return on your investment but are not charged directly to you as a fee.		
It includes the following:		
Administration Fee		\$3.52
Investment Fee		\$2.39
Indirect cost ratio		\$1.58
Other fees and cost		\$6.85
<b>Total fees you paid</b>		<b>\$34.34</b>
The approximate amount includes all the fees and costs which affected your investment during the period.		

### Fees charged

Include the direct fees deducted from your account such as the \$5/ month administration fee.

### Indirect costs of your investment

Include fees that are not directly deducted from your account. You won't see these fees in your account transactions as they are reflected in the daily unit price of your investment option.

Call  
**Monday to Friday 8am – 7pm (AEST) 13 40 74**

Visit  
**In branch**

Email  
**contactessentialsuper@cba.com.au**

### Things you should know:

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