



# Family Law Superannuation Valuation Application Form

## Who should use this form?

This form should be completed by eligible persons who require information about a superannuation interest for family law matters under the *Family Law Act 1975* (Cth). The information may be obtained by any member (or their spouse) of an NT public sector superannuation scheme who is in the process of:

- divorcing or separating from a marriage;
- separating from a de facto relationship; or
- intends to enter into a superannuation agreement with a person.

## Who is an eligible person?

An eligible person is a member or the spouse of a member, who requires superannuation valuation information for the following purposes:

- to assist in the negotiation of a superannuation agreement; or
- to assist in the operation of the 'super splitting' laws.

References to spouse include a de facto partner whether of the same or different sex.

## Is my application confidential?

An application for information about a superannuation interest for family law matters is treated in the strictest confidence to ensure that privacy requirements are met.

In regard to applications, the *Family Law Act* requires that the Superannuation Office must not:

- provide the spouse with any address of the member (including a postal address); or
- inform the member of applications received.

## Part A and Part B must be completed

The declaration in Part A must be completed by the applicant to ensure that privacy requirements are met by the Superannuation Office.

- A person found guilty of wilfully making a false statement in the declaration is liable for a penalty of up to 12 months imprisonment.
- Superannuation Office employees cannot act as witnesses to the declaration.
- The declaration is to be witnessed by any person who has attained the age of eighteen (18) years.

The Part B Valuation Application is to be completed by the applicant requiring information about a superannuation interest.

## Part C identity documents

Proof of identity is required from applicants seeking to obtain information about a superannuation interest. A list of acceptable identity documents is attached to this form. You can provide original or certified copies of documents. Any person over the age of 18 years can certify your identity documents. Please note that staff of the Superannuation Office will not certify these documents.

To certify the document, each identity document must be checked against the copy. The certifier must mark each document with:

- "I certify this is a true copy of the original which I have sighted";
- their signature, name and the date of the certification; and
- their address, occupation, and telephone number.

## What fees apply?

Fees must be paid at the time the forms are lodged.

- \$75.00 for scheme members who request the information about their own superannuation interest.
- \$82.50 for eligible persons who request the information about a former spouse's superannuation interest.

The fee may be paid in cash or by cheque. Cheques should be made payable to the Receiver of Territory Monies, and attached to your application.

On completion of Part A and Part B, the forms, along with your certified identity documents and payment, should be lodged with the Superannuation Office.

## Eligible schemes

- NTGPASS
- NT Supplementary Superannuation Scheme
- NT Police Supplementary Benefit Scheme
- Legislative Assembly Members' Superannuation Scheme
- Administrators Pension Scheme

## Further Information

Please note that Superannuation Office staff cannot provide financial planning or legal advice, nor can they witness your declaration or certify identity documents. Contact our office if you need more information.

If you are considering or undergoing a property settlement, we suggest you seek appropriate legal advice. The following sources of information are also available:

Family Law Online: [www.familylaw.gov.au](http://www.familylaw.gov.au)  
Family Court: [www.familycourt.gov.au](http://www.familycourt.gov.au)



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[Family Law Act 1975 (Cth) Section 90MZB]

## Part A Declaration to accompany application

1 Insert the name, address and occupation of person making the declaration

I, <sup>1</sup> \_\_\_\_\_

make the following declaration to the NT Superannuation Office in support of my application, and declare that I am an eligible person under the *Family Law Act*, as indicated below (please tick one option):

2 Set out matter declared to in the boxes provided

- <sup>2</sup>
- a member of the superannuation scheme;
  - the spouse or de facto partner of the member of the superannuation scheme;
  - intending to enter into a superannuation agreement with the member.

I require the information I have applied for to:

- (a) assist me to properly negotiate a superannuation agreement; or
- (b) assist me in connection with the operation of Part VIIIB of the *Family Law Act*

I believe that the statements in this declaration are true in every particular.

I understand that a person who intentionally makes a false statement in a declaration is guilty of an offence under section 90MZG of the *Family Law Act* and may be punishable by a period of imprisonment for up to 12 months.

3 Signature of person making the declaration

<sup>3</sup> \_\_\_\_\_

4 Place  
5 Day  
6 Month and Year

Declared at <sup>4</sup> \_\_\_\_\_ on <sup>5</sup> \_\_\_\_\_ of <sup>6</sup> \_\_\_\_\_

Before me, <sup>7</sup>

7 Signature of person before whom the declaration is made (person must be over 18 years of age)

\_\_\_\_\_

8 Full name, qualification and address of person before whom the declaration is made (in printed letters)

<sup>8</sup> \_\_\_\_\_  
\_\_\_\_\_

## Part B Application for information

1 Insert the full name of person making the application I, <sup>1</sup> \_\_\_\_\_

Request that the Superannuation Office on behalf of the relevant scheme/s (please tick the box of the relevant scheme):

- 2 Tick the superannuation scheme of which you are a member
- NT Government and Public Authorities' Superannuation Scheme
  - NT Supplementary Superannuation Scheme
  - NT Police Supplementary Benefit Scheme
  - Legislative Assembly Members' Superannuation Scheme
  - Administrators Pension Scheme
  - Supreme Court Judges Pension Scheme
  - provide me; or
  - my legal representative:

3 Insert the name, address and contact details of the legal representative \_\_\_\_\_

- 4 Provide information about
- my superannuation interest in the scheme(s); or
  - a superannuation interest of the following person who is a member of the scheme(s)

I believe that the statements in this declaration are true in every particular.  
I understand that a person who intentionally makes a false statement in a declaration is guilty of an offence under section 90MZG of the *Family Law Act* and may be punishable by a period of imprisonment for up to 12 months.

5 Insert the full name of member \_\_\_\_\_

6 Insert the member number, if known \_\_\_\_\_

7 Insert the member's date of birth \_\_\_\_\_

8 Signature of applicant \_\_\_\_\_

9 Day / Month / Year \_\_\_\_\_ / /

## Part C What type of identity documents can be provided?

At a minimum, the identity documents required to be provided must be from one of the following options:

**Option 1:** 1 x Category A document (provided that it shows current residential address).

**Option 2:** 1 x Category B document **plus** 1 x Category C document.

The original or certified identity document/s you provide must clearly state your **full name, date of birth** and **residential address**. If you have changed your name you will also need to provide a certified copy of either a Marriage certificate or Change of Name certificate issued by the Births, Deaths and Marriages Registration office. Commemorative marriage certificates will not be accepted. In limited circumstances, staff may ask a member to provide further identity documents. The NT Superannuation Office will only accept identity documents that are in accordance with the *Anti-Money Laundering and Counter-Terrorism Financing Rules* as listed in the following table.

**Please see the notes on page one regarding certification of identity documents.**

Category	Document Type	Issued by	Mandatory Requirements
<b>A</b> <b>Primary photographic identification document</b>	Driver licence	Australian State or Territory, or equivalent authority of foreign country	Photograph Current (not expired)
	Passport	Commonwealth	Photograph and signature Current (or expired within past 2 years)
	Passport or similar document issued for the purpose of international travel	A foreign government, the United Nations or an agency of the United Nations	Photograph and signature Accompanied by an English translation prepared by an accredited translator.
	Card issued proving a person's age	Australian State or Territory	Photograph Current (not expired)
	National identity card	A foreign government, the United Nations or an agency of the United Nations	Photograph and signature Current (not expired) Accompanied by an English translation prepared by an accredited translator.
<b>B</b> <b>Primary non-photographic identification document</b>	Birth certificate or birth extract	Australian State or Territory	
	Citizenship certificate	Commonwealth	
	Citizenship certificate	a foreign government	Accompanied by an English translation prepared by an accredited translator.
	Birth certificate	a foreign government, the United Nations or an agency of the United Nations	Accompanied by an English translation prepared by an accredited translator.
	Pension card	Centrelink	Current (not expired)
<b>C</b> <b>Secondary identification document</b>	Notice	Commonwealth, Australian State or Territory	Issued within the last 12 months Contains the person's name and residential address, and records the provision of financial benefits under a law of the Commonwealth or Australian State or Territory.
	Tax Assessment Notice	Australian Taxation Office	Issued within the last 12 months Contains the person's name and residential address, and records a debt payable to or by the individual by or to the Commonwealth.
	Notice	local government body or utilities provider	Issued within the past 3 months Contains the person's name and residential address, and records the provision of services by that local government body or utilities provider.
	Notice for individuals under 18	a school principal	Issued within the past 3 months Contains the person's name and residential address, and records the period of time that the person attended school.