

Xpress Super Information

# transferring your SMSF to xpress super?



Thinking about transitioning your SMSF to Xpress Super? Here are the practical steps involved.

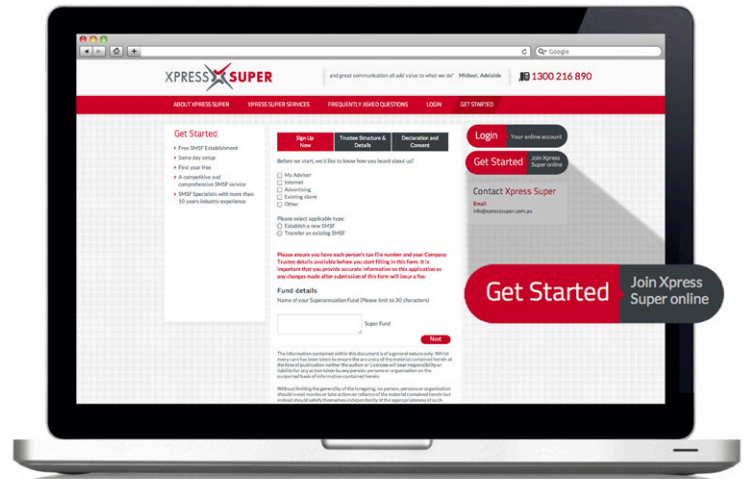
## Before Transition

Consider the timing of your fund transfer to Xpress Super. If you'd like us to handle the financial statements for the existing financial year, we will need to see them and provide a quote.

**For a quote prior to your application, email [service@xpresssuper.com.au](mailto:service@xpresssuper.com.au).**

If you intend to transition in the next financial year we ask that you establish your new trading and cash account prior to the end of the financial year so you can transfer your cash and investments to your new accounts for a clean July 1 start.

Xpress Super relies heavily on data automation to provide our daily online reporting service. For this reason, we have a panel of online trading platforms accepted under our business model. Please contact us to discuss your existing provider of choice and how a transition if required may work.



## Step 1

### Apply online

Simply provide your current SMSF information via our online application form that should take about 5 minutes to complete.

## Step 2

### Welcome Pack

We will forward your welcome pack to you, including your pre-filled application for your new online trading account where selected, cash account and term deposit hub. The trading account application form will ask you to nominate your current investment holdings and holder identification number (HIN) which you will need to transfer to your new provider.

We will also provide you a checklist of your fund documentation we ask you to send to us, either in hard copy or via email. The types of documents we will need (but not all) to effect the transition include:

### Documents required



- The SMSF trust deed
- All minutes of meetings and trustee resolutions
- Most recent set of audited financial statements
- Current year transaction history and documentation
- Any copies of term deposits not yet matured

Transitioning to us is much like dealing with your traditional accountant where we ask you to bundle everything up and send to us in one batch. If you are transitioning from another SMSF specialist Administrator, they should be able to provide all of this information to you quite simply.

Please note: we cannot guarantee the timeliness of our service until all of this information has been received in full.

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## Step 3

### Close your existing bank account

Our service is reliant upon you having one cash account for your SMSF which is the Commonwealth Bank Accelerator Cash Account. We will open it for you and ask that you close your existing account and transfer any cash.

## Step 4

### Update your employer

Xpress Super is not obligated to commence to provide any administrative services under our terms and conditions until you have provided all requested documentation and completed any application forms provided by us for products embedded within the Xpress Super platform.

## Step 5

### Administering your fund

Xpress Super's business is based on automation, so we will start to receive data as soon as your accounts are active. However, there are instances where we don't receive notifications and it is your responsibility to keep us up to date in these situations so we can maintain updated daily online reporting.

These include:

- Contributions or adhoc deposits to your SMSF other than your nominated employer contributions
- Pension withdrawals or adhoc withdrawals from your SMSF other than nominated periodical pension amounts

## Step 6

### Turnaround time

Your welcome pack will be sent to you within 24 hours of receipt of the online application form.

Your term deposit, online trading and cash account will be opened within 5 – 7 business days of receipt of your completed application forms and identification.

Whilst you can transfer the cash to your account and start trading as soon as your account is open, your Xpress Super online reports will not be available online until you have returned every document we ask for on our checklist so that we may bring the current year information up to date. Provided everything comes to us in its entirety, it's likely you can be up and running within 7 – 10 business days.

## Step 7

### Online access to your SMSF

Once your transactions have been processed in our accounting software and brought up to date, we will send you an 'Invitation to Subscribe'. Once you click 'subscribe' you will be able to view all your vital fund information.

### Still have questions?

**Then call us on 1300 216 890.**

**We're happy to chat to you.**

Xpress Super provides factual information and general financial product advice only. The information in this brochure is factual information, and not financial advice. The information is objectively ascertainable information, and is not tailored to your personal circumstances. You should consider obtaining financial advice before making a decision in relation to this information.

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