

Preparing to exit SASS

A checklist for scheme members

As you prepare to leave the SASS scheme, you'll be facing all sorts of decisions that could make a big difference to your retirement.

This checklist provides you with some easy-to-follow steps and actions that will help ensure you exit from SASS fully informed and ready for your next chapter.

Step 1

Know what options I have when I exit SASS, and how I plan to spend my retirement.

Knowing what your options are and how much money you'll need to live on will help prepare you for a more informed decision.

Read Step 1,
Getting ready to exit SASS

Attend an Aware Super SASS seminar

Step 2

- **Plan my working arrangements before my exit from SASS**
- **Explore in detail the different exit options:**
 - Should I take a lump sum or roll over my benefit to another super fund?
 - Do I have the option to receive some of my benefit as a lifetime pension?
- **Understand how my decision could impact the tax I pay, and how long my money will last in retirement.**
- **Explore my options with a SASS expert to understand how my choices could impact my benefit amount**

Book an appointment with a financial planner* if I need to

Note: The fee you pay us for financial advice will reflect the advice you actually need and the level of service that you want. Your first appointment with a planner is without cost or obligation and we will explain how much your advice will cost in your first meeting. If you have questions about SASS choices, or how to maximise your scheme, then advice will be provided to you at no cost to you.

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Step 3

Notify my employer when I'll be leaving work or, if I'm between age 65–70 and still working, if I wish to be paid my benefit.

It's time to set the wheels in motion. Once notified, your employer will complete SASS form E403 and forward it to State Super Customer Service.

Bear in mind that there may be delays in receiving your benefit, if State Super are waiting on information from your employer. Make sure you have access to enough money to live on, just in case.

Formally notify my employer of my retirement

Step 4

Apply for payment or rollover of my SASS benefit

Now that you've thought through your different exit options, now is the time to state what you'd like to do with your SASS benefit.

If you're partnering with one of our financial planners, we'll help you complete this step.

Complete SASS form 412 (Application for payment of a SASS benefit) and mail to State Super Customer Service

Step 5

Check my SASS rollover or payment has been completed

My benefit has been rolled over into my nominated super fund account (if applicable)

If eligible and elected, my decision to receive part of my benefit as a lifetime pension is acknowledged

I have received payment of my benefit into my nominated account (if applicable)



Book an appointment

Getting personal advice that's tailored to you is the best way to understand your options – and how they'll impact your income in retirement. To book an appointment with a financial planner, call us on **1800 620 305** or visit **[aware.com.au](https://www.aware.com.au)**.

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