

# Change my CSS contribution rate

## For Employer use



Please provide this form to your personnel section who will action this request.

**Please read the Explanatory notes and below before completing this form.**

Use this form if you are a CSS contributing member and want to change your contribution rate. You can change your contribution rate at any time by electing to pay:

- basic contributions of 5% of your super salary or not pay basic contributions at all (0%)
- supplementary contributions of a set dollar or percentage amount of your super salary
- You can make a one-off supplementary contribution via BPAY through **CSC Navigator**

You must pay contributions from after-tax income, not under salary sacrifice arrangements.

## Explanatory notes

**Salary for superannuation purposes**—is generally the actual salary received on a permanent basis on the anniversary of your date of birth plus any allowances that are recognised as salary under the

legislation. However, it may also comprise the 'adjusted' salary and/or 'adjusted' allowances that are included as a consequence of previously accepted recognised increase, such as HDA or allowances, that have now ceased to be payable.

You can obtain more information on the eligibility of, and qualifications for, any allowances which may be included in your superannuation salary and the method for updating a previous higher salary for superannuation purposes by contacting your personnel section.

**Basic Contributions**—In the CSS, you can decide how much you contribute—either 5% of your salary or you can choose not to contribute at all (0%). These rates are referred to as your basic contributions, and form the basis for many benefit calculations.

**Supplementary Contributions**—are optional contributions that can be paid in addition to your basic contributions as either a one off amount or on a fortnightly basis. A contributor may elect at any time to increase or decrease the rate of supplementary contributions. The variation in contributions is payable from the payday following the date of election. The payment of supplementary contributions will in no way increase the employer component of your benefit but will be refunded with Fund earnings (if applicable) and may in some circumstances be used to buy non-indexed pension under the scheme.

## A Declaration to change super contribution rate

1.

Full name

[illegible]

whose reference  
number (AGS) is

[illegible]

elect to  
(please chose one)

- [illegible]



## Sign

Signature

Signature

Date signed

D D / M M / Y Y Y Y



**Commonwealth  
Superannuation  
Corporation**



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