

# How to transfer your SMSF to Spirit Super

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All our forms and publications are available at [spiritsuper.com.au/forms](https://spiritsuper.com.au/forms) or call us on 1800 005 166, and we'll send you a copy.



This fact sheet provides information on how to transfer your self-managed super fund (SMSF) to Spirit Super.

## Need help?

Transferring super out of an SMSF can be tricky, and there are many things to consider, including potential tax impacts of selling down assets to fund the transfer.

The Australian Taxation Office (ATO) website has lots of helpful information on winding up SMSFs and SMSF transfers. Go to [ato.gov.au](https://ato.gov.au) for more details.

You should also consider getting professional advice, including financial and tax advice, before proceeding.

## What you need to do

**!** Please follow these steps closely. If you don't follow these steps, your transfer request may be rejected, and you'll need to submit a new one.

### 1. Engage an SMSF messaging provider and obtain their electronic service address (ESA)

Your SMSF must engage an SMSF messaging provider offering SuperStream rollover services and obtain their ESA.

SuperStream is a data and payment standard used for digital transactions in the super industry.

An ESA is a special internet address (not an email address) that helps SuperStream transactions go to the right place.

A list of registered SMSF messaging providers is available at [ato.gov.au](https://ato.gov.au).

If you already use an SMSF administrator or use SMSF software from a provider, they may have issued you an ESA.

If the ESA isn't active or you don't have permission to use it, you won't be able to roll money into or out of your SMSF. Be sure to check that the ESA is active before proceeding.

### 2. Obtain an Australian business number (ABN)

If your SMSF doesn't have an ABN, you can apply for one at [abr.gov.au](https://abr.gov.au).

This is general information only and doesn't take into account your objectives, financial situation or needs. Before making a decision about Spirit Super, you should consider if this information is right for you and read the *Product disclosure statement*, *Target market determination* and *Financial services guide*. These are available at [spiritsuper.com.au/pds](https://spiritsuper.com.au/pds) or by calling 1800 005 166. | Issuer is Motor Trades Association of Australia Superannuation Fund Pty Ltd (ABN 14 008 650 628, AFSL 238718), the trustee of Spirit Super (ABN 74 559 365 913). Any advice is provided by Quadrant First Pty Ltd (ABN 78 102 167 877, AFSL 284443) (Spirit Super Advice), which is wholly owned by the trustee. A copy of the *Financial services guide* for Spirit Super Advice is available at [spiritsuper.com.au/financial-services-guide](https://spiritsuper.com.au/financial-services-guide) or by calling us on 1800 005 166.

### 3. Update your SMSF details with the ATO

Ensure your SMSF details are current with the ATO, including your SMSF's unique bank account for super payments.

You can check your SMSF's details:

- using ATO online services or the Australian Business Register
- by contacting your SMSF's registered tax agent
- by contacting the ATO.

You can update your SMSF's details through a registered tax agent or call the ATO on **13 10 20**.

### 4. Check your SMSF's status on Super Fund Lookup

Ensure your SMSF has a 'Complying' or 'Registered' status on *Super Fund Lookup* at [superfundlookup.gov.au](http://superfundlookup.gov.au).

### 5. Verify your TFN

Your SMSF will need to use the *SMSFmemberTICK* system to validate your TFN.

The *SMSFmemberTICK* service allows SMSF trustees and their nominated intermediaries to match member details to information held by the ATO using the member's TFN and other key identity information.

You can only proceed with the rollover if you receive a 'valid' response.

You'll receive a 'not valid' response if the ATO can't match the details provided against their records. You may need to contact the ATO to update your details. Once the details have been corrected, your SMSF can re-send the *SMSFmemberTICK* message.

### 6. Verify the fund you're transferring to

If you're transferring to another SMSF, use the SMSF verification service to verify the fund and member details.

If you're transferring to an APRA-regulated fund (like Spirit Super), use the Fund Validation Service to verify your chosen fund.

### 7. Confirm you have 'liquid' assets

Your transfer can only be processed if you have 'liquid' assets such as cash.

You may need to sell down assets like shares or property within your SMSF before your transfer can be processed. Tax impacts may apply when you sell assets. You should seek professional tax advice before proceeding.

### 8. Check your transfer limit

Contact your financial institution to confirm your transfer limit is sufficient to enable payment of the rollover.

**In summary, to successfully transfer your SMSF, you should:**

- make sure you have an ABN and an ESA for your SMSF
- ensure that the ESA for your SMSF is active and registered with the ATO for rollovers
- check that your SMSF details, including bank account and BSB, are registered with the ATO and valid
- confirm that you or your SMSF administrator can transfer the funds.

## How to transfer to Spirit Super

You can transfer your SMSF to Spirit Super by:

- using our *Combine your super with Spirit Super* form
- using *myGov* or
- contacting the administrator of your SMSF to initiate the rollover (if applicable).

Your SMSF must make a single rollover payment to Spirit Super at the same time as sending the SuperStream message. Ensure the payment reference number on your rollover payment matches exactly with that on your SuperStream message.

## Can I open a Spirit Super pension account with the funds from the SMSF?

If you're not a Spirit Super member, you'll need to open a new Spirit Super accumulation account and roll the money into that account. If eligible, you can then open a pension account and transfer the funds from the accumulation account into your pension account.

For details, read our *Pension guide* at [spiritsuper.com.au/pds](http://spiritsuper.com.au/pds) or contact us.

## How long will it take to complete a rollover?

Your SMSF must send the electronic rollover message via SuperStream no later than three business days after receiving all the information required to process the request.

Generally, it takes up to three business days to complete a rollover from a SMSF to Spirit Super once all required information has been received.

### More information

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