

The fastest way to claim is our online form — about 5 minutes at daspa.com.au/claim

Prefer paper? No problem — this form covers the same details. Complete it, then return it to DASPA (don't send it to the ATO or your super fund): upload a photo or scan at daspa.com.au/upload-form, or reply to any DASPA email with it attached.

A registered tax agent (26076969) reviews it, finds every fund in your name, and lodges your claim. Flat fee, no super no fee.

Section A — About you

FAMILY NAME

GIVEN NAMES

OTHER OR PREVIOUS NAMES (if any — e.g. before marriage)

DATE OF BIRTH DD / MM / YYYY

COUNTRY OF BIRTH

EMAIL ADDRESS

PHONE (WITH COUNTRY CODE)

Section B — Passport and visa

PASSPORT NUMBER (the passport you travelled to Australia on)

COUNTRY OF ISSUE

CURRENT PASSPORT NUMBER (only if renewed since)

VISA SUBCLASS

DATE YOU LEFT AUSTRALIA

VISA STATUS

Expired

Cancelled

Still active

Not sure — please check for me

Section C — Tax file number (optional)

Optional, but providing it lets us reliably find every account in your name — including super already transferred to the ATO.

TAX FILE NUMBER (TFN)

Section D — Your super fund(s)

I don't know my fund(s) — please find them for me (this is the core of the service; it's fine)

FUND 1 — FUND NAME

MEMBER NUMBER

FUND ABN / USI (IF KNOWN)

FUND 2 — FUND NAME

MEMBER NUMBER

FUND ABN / USI (IF KNOWN)

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Section E — Bank account for your payout

Your super is paid by your fund or the ATO directly to this account — DASPA never holds your money.

ACCOUNT TYPE

☐ Australian bank account

☐ International bank account

ACCOUNT HOLDER NAME

BANK NAME

BSB (AUSTRALIAN)

SWIFT / BIC (INTERNATIONAL)

ACCOUNT NUMBER / IBAN

Section F — Your current address

STREET ADDRESS

CITY / TOWN

STATE / REGION

POSTCODE / ZIP

COUNTRY

Section G — Declaration and authority to act

By signing this form:

1. I declare the information I have provided is true and correct to the best of my knowledge.
2. I appoint Australian Registration Office Pty Ltd (Registered Tax Agent 26076969) to act on my behalf to locate my superannuation accounts (including any ATO-held super) and to prepare and lodge my Departing Australia Superannuation Payment (DASP) application with my super fund(s) and/or the Australian Taxation Office.
3. I understand the service fee is a flat \$149 + GST, refunded in full if no super can be recovered (no super, no fee), and that DASP tax is withheld by my fund or the ATO at rates set by legislation before my super is paid to me.
4. I consent to my identity being verified electronically, and to being contacted by email, phone or WhatsApp about this claim.

FULL NAME (AS SIGNED)

DATE DD / MM / YYYY

SIGNATURE

Sign by hand after printing, or type your full name in the name box — a typed name is accepted as your signature when you upload this form yourself.

What happens next

1. Return this form to DASPA — upload a photo or scan of every page at daspa.com.au/upload-form.
2. We confirm receipt by email, take payment securely online, and verify your identity from your phone (passport + selfie).
3. A registered tax agent reviews everything, finds every account in your name, and lodges your DASP claim.
4. Your fund or the ATO pays your super straight to your bank account — typically within 28 days of a complete application.

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