

SUMMARY OF BUILDING EMPLOYEES REDUNDANCY TRUST

This is a summary of the rules relating to B.E.R.T. Fund No. 2. It is not a substitute for the Trust Deed, which is the legal document governing the Fund. You can ask questions about the Trust Deed or obtain a copy by ringing the B.E.R.T. No. 2 Fund Administrator. During your membership of the Fund you will be advised of any alterations made to the deed.

WHAT IS B.E.R.T. FUND NO. 2?

The B.E.R.T. Fund No. 2 accepts contributions as an approved worker entitlement fund. You will become a member of the B.E.R.T. Fund No. 2, however you may also have an account in the B.E.R.T. Fund.

The Fund has the full support of the major unions and employer associations operating in the Queensland building and construction industry.

Trustee

B.E.R.T. Pty Limited, A.B.N. 82 010 917 281, is the Trustee of B.E.R.T. Fund No. 2.

The Trustee company has six Directors who have been nominated by the participating employer association and employee unions. Surplus income from the B.E.R.T. Fund No. 2 is allocated in accordance with the Trust Deed.

NEW MEMBERS

Who is eligible to become a member?

Anyone who works for an employer that has agreed to contribute to the Fund and is engaged in the following sectors of the building and construction industry:

- industrial, commercial or residential construction
- civil engineering construction
- mechanical engineering construction.

This includes all services and maintenance associated or connected with or incidental to any of those forms of construction and also includes each and every one of those sectors or allied industries whether work is performed on-site or off-site.

How do you become a member?

You complete and sign the "Application for Membership" form and return the completed form to your employer for forwarding to the Administrator.

There is no need to complete another application form if you change employers who contribute to the Fund or if you receive a redundancy benefit from the Funds i.e. only complete one application form while in the industry.

YOUR ACCOUNT

What happens when you join B.E.R.T. Fund No. 2?

Each member has an individual account in the Fund. Your "Member's Account" consists of contributions paid by your employer(s). The Administrator will send you a welcome letter and a membership card shortly after your application form is processed. This card will include your B.E.R.T. Fund No. 2 membership number. You should quote your number when you make enquiries about the Fund. When you receive your membership card, please check that your personal details are correct and advise the Administrator if they are not.

If you move to another employer who contributes to the Fund all you need to do is give your new employer your B.E.R.T. Fund No. 2 membership number.

CONTRIBUTIONS TO THE FUND

From your employer

All workers employed 'on-site' where the employer is a contributing member of the Fund, whether full-time, part-time or casual, are entitled to receive contributions from their employer if the employer has agreed to contribute to the Fund.

The rate of contribution payable by employers at 2 July 2007:

ADULT WORKERS	APPRENTICES	
\$64.35 per week	\$25.75 per week	1st year
	\$35.40 per week	2nd year
	\$48.25 per week	3rd year
	\$57.90 per week	4th year

There are no pro-rata payments for part-time employees.

Personal contributions

There is no provision to make your own voluntary contributions to the Fund.

How to check that contributions are being made

If you want to know whether your contributions are being paid by your employer, contact the Administrator on 1300 366 408.

You will receive a statement showing your benefit entitlement at least every six months. The statement will detail the contributions that have been paid by your employer.

Internet access

You can view your member account details on-line via Supersite. Once you have registered for Supersite, you can login to view/change your account details via the Internet. If you would like to register for Supersite please contact the Administrator on 1300 366 408.

Arrears of contributions

The Trustee of the Fund has established procedures to follow up employers who do not pay contributions on time. You will be advised if your employer has not paid contributions.

Contributions while on leave

Contributions are payable during any period of paid leave including sick leave, annual leave, long service leave, compassionate leave and leave during which accident make-up payments are being received. Employer contributions are not payable during any period of unpaid leave. Workers compensation payments cease at 26 weeks.

YOUR ACCOUNT

If you:

- Want further information,
- Change your personal details,
- Lose your membership card,
- Want to make a claim for a benefit, or
- Change your name, address or beneficiary.

Please contact the Administrator for assistance.

CHARGES AND TAX

Lump sum taxation will be deducted from benefit payments. However, no charges or taxes are deducted from your employer's contributions or your Member's Account in the Funds.

PRIVACY

We only collect information that is necessary to administer your Fund membership. Please check the B.E.R.T. website privacy statement regularly as it may change from time to time.

The original B.E.R.T. Fund and the B.E.R.T. Fund No. 2 have appointed a specialist Administrator and other organisations to provide services to you on your behalf. They are authorised to use your personal information only to administer your Fund membership, under the strictest confidence.

A significant number of B.E.R.T. Fund No. 2 members are also members of other industry Funds. B.E.R.T. Fund No. 2 conducts a database matching process with these Funds on a regular basis to ensure that each organisation has the most up-to-date address for people who are members of the Funds.

Where the database search shows a different address for the same person, each organisation adopts the most recent address. That way, B.E.R.T. can continue to communicate with you to ensure you are kept up to date with the position of your account.

The Funds have appointed an auditor in order to ensure that the Funds' records are presented in a true and fair manner. The auditor is authorised to use your personal information only to audit the Funds, under the strictest confidence.

TAX FILE NUMBER

Benefits from the Funds are subject to tax. It is possible for your benefit to be taxed at reduced rates if you choose to provide the Fund with your Tax File Number (TFN). The decision to provide your TFN is entirely yours. If you do not provide your TFN, your benefit will be taxed at the highest personal tax rate (currently 47% plus the Medicare levy).

IF YOU HAVE ANY QUESTIONS

Administrator

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Street: Level 11, 120 Edwards Street, Brisbane
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B.E.R.T. Trustee Office

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