

Overseas Visitors Cover Application to suspend your membership



1. Please complete this form USING **BLACK INK** and write within the boxes in **CAPITAL LETTERS**. Mark appropriate answer boxes with a **CROSS**. Start at the left of each answer space and leave a gap between words. **PLEASE DO NOT STAPLE**.
2. Please complete all details that are relevant to you on both sides of this form.
3. Read the declaration and sign the signature panel.
4. See Important Information at bupa.com.au/visitors-info for details relating to how you are covered.

SECTION A: Your details

Bupa membership number

Surname

First name

Initial

Title

Date of birth

Sex (M/F)

SECTION B: Contact details

Residential address

Postcode

Mail address (if different from residential address)

Postcode

Home phone (including area code)

Work phone (including area code)

Mobile

Email

Where possible, we'll communicate with you via your preferred communication method. If you'd like to update your communication preferences, please log in to myBupa or contact us.

SECTION C: Period of suspension

Is everyone on the membership travelling?

☒

Yes

☒

No (if no, please contact us)

Date of departure

Expected date of return - recommencement

If all suspension criteria has been met, your membership will automatically recommence on the day prior to your expected date of return. If return date is unknown a maximum of 9 months applies. **If you are travelling overseas for over 9 months or for an unknown period, you are required to provide ONE of the following contact methods:** OPTION 1. An email address; or OPTION 2. Authority for another person to operate your membership on your behalf. To give authority to another person, an *Authority Form* must be filled out and provided to Bupa prior to your Suspension being approved. Early recommencement of your membership can be processed after sighting proof of your return date (if within three months). For more information, please call us on **134 135**.

OPTION 1. Email

OPTION 2. Authorised person

An *Authority form* can be downloaded from bupa.com.au

SECTION D: Important information and suspension guidelines

The following information is to be used as a guide only and is not exhaustive. For more information, please contact us. **Please copy this section for your records.**

Criteria for suspension:

- The policyholder must have been a member of Bupa HI for at least two continuous months.
- Application for suspension of membership is to be completed by the policyholder.
- Membership must be financial at the time of suspension.
- A completed Suspension form is required (where call recording is not available) before departure to apply for a suspension of cover.
- Suspension applies to the whole policy (all levels of cover held) and the whole membership and all the individuals on that membership.
- The decision to suspend your membership is at the discretion of Bupa HI.

Suspension periods:

- The minimum period of suspension is one month.
- The maximum period of suspension is nine months.
- The maximum number of overseas suspensions is two times per calendar year.
- A minimum of six month's contribution is required between suspension periods.
- If a return date is unknown, the maximum suspension period of nine months applies for overseas travel.
- Suspension periods will not count towards waiting or restricted benefit periods.

Resuming your cover:

- The effective date of resumption of your membership is the day prior to your arrival in Australia (or nine months from the date of suspension if your return date was not known).
- Normal billing will automatically recommence at the end of the suspension period.
- Members have 14 days upon returning to Australia to resume their membership by presenting travel documentation to support their return date. Relevant documents include itineraries, tickets, etc.

Claims:

- Claims will not be paid for services rendered during the suspension period.
- The below information only applies if you are a member that holds a Reciprocal Medicare Card.

Medicare levy surcharge:

- If your annual income is above the level specified by the Government, it is likely you will need to pay the Government's Medicare levy surcharge during your suspension period. We recommend you consult your tax adviser for more information or visit ato.gov.au.

Applying for suspension:

- Policyholders can apply for suspension by completing this Overseas Visitors Cover Suspension application form.

SECTION E: Declaration

I have read, understood and agree to the terms of suspension listed in Section D, which must be met in order to suspend my membership. I acknowledge that Bupa HI Pty Ltd may require proof of my intended/actual travel dates in order to verify eligibility for suspension of my membership. I understand that my membership must be financial at the date of the departure/suspension.

Privacy

The information on this form is required for the purposes of assessing and administering your application. If you do not provide all of the information we reasonably request, we may be unable to consider your application. All information collected will be handled in accordance with Bupa's *Information Handling Policy*, available at bupa.com.au or by contacting us on **134 135**.

I declare that: my typed name stands as my signature for the purposes of this form.

Policyholder's signature

Date

D	D	M	M	Y	Y	Y	Y
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Just before you send

- ☒ Check that you have signed all the signature boxes relevant to your application, including the declaration above.
PLEASE DO NOT STAPLE.

Please mail your application to:

Bupa Health Insurance GPO Box 4338 MELBOURNE VIC 3001

Alternatively, you can drop by a Bupa Health Insurance store.

If you would like any assistance, please call us on **134 135**.

Bupa HI Pty Ltd ABN 81 000 057 590

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