

Annex 3.5.G: Application for the Army completion bonus scheme – various pay categories, Group A pay category

See: Chapter 3 Part 5 [Division 7](#)

Part A: ADF Offer

Under Chapter 3 Part 5 [Division 7](#) of Defence Determination 2005/15, Conditions of Service, made under section 58B of the *Defence Act 1903* (the Determination), I am authorised to offer you entry to the Army attraction and completion bonus scheme, various pay categories. As a member of the scheme you may be paid a \$10,000 commitment payment and a \$ completion bonus.

In accepting the offer, you are agreeing to serve for four years.

The scheme has these features.

1.	You will serve in the Regular Army until you complete four years of further effective service.
2.	The amount of bonus you are paid depends on your rank, outlined in the Determination.
3.	On joining, you will be paid the commitment payment.
4.	If you leave the Regular Army, choose to leave the scheme or leave your trade category in the first year you will have to repay your whole commitment payment. You will not have to repay if you become permanently medically unfit for duty or die.
5.	When you complete four years of further effective service/the period of the offer you will be paid the completion bonus. In limited circumstances there may be a chance to be paid a part payment if you leave before that date.
6.	You may elect to pay both payments into a superannuation fund. A form is provided at Part C.
7.	If you wish to accept this offer you must sign and return the form at Part B by 31 May 2006, or three months after the date of the offer.

If you have periods that are not effective service, the period you must serve may be extended. "Effective service" is defined as continuous full time service which is paid. It does not include these periods.

Activity	Effect
Part time leave without pay	The unpaid component of a part-time leave without pay working pattern will reduce your yearly bonus.
Unpaid leave for 21 calendar days or more	Will extend the period of time you must serve.
Absence without leave	
Imprisonment, detention or suspension from duty without pay	
Periods that are not unrestricted service.	
Leave at half pay	Half the period of the leave will extend the period you must serve.
An undertaking for further service, under the <i>Military Superannuation and Benefits Act 1991</i> or another arrangement.	This period is not effective service, and will extend the period of time you must serve.
A period when you are discharging another return of service obligation. There are limited exceptions.	

Full details of the scheme are contained in Chapter 3 Part 5 [Division 7](#) of Defence Determination 2005/15, Conditions of Service.

All members are strongly advised to seek independent legal and financial advice when making this decision. ADF members are not qualified to provide this advice.

This offer, and the related parts of Defence Determination 2005/15, are the whole agreement between us about the nature of this scheme. It overrides any other prior understanding or agreement about the scheme. This would include, for instance, things you may have been told about the scheme or things you may have read elsewhere.

.....
(for and on behalf of
the Chief of the Defence Force)

Printed name.....

Rank.....

Date.....

Part B: Acknowledgment and undertaking to serve form

I,
 (Rank) (Name) (Service number)

accept the offer to join the Army attraction and completion bonus scheme, various pay categories.

I agree to serve for four years.

I acknowledge that the provisions of Chapter 3 Part 5 [Division 7](#) of Defence Determination 2005/15, Conditions of Service, have been brought to my notice.

I acknowledge that the required period of effective service will be suspended during any periods that are not effective service as defined in the Determination.

I acknowledge that I will be required to repay the commitment payment in the circumstances outlined in the Determination.

I have/have not* sought independent legal advice in relation to this undertaking.
 I have/have not* sought independent financial advice in relation to this undertaking.

Dated this day of 200

_____	_____
Signed	Printed name
_____	_____
Signed (witness)	Printed name (witness)

Address _____

Occupation _____

Date _____

I approve this application under Chapter 3 Part 5 [Division 7](#) of Defence Determination 2005/15, Conditions of Service.

 Authorised person
 for and on behalf of
 the Chief of the Defence Force

Superannuation fund nomination

This section must be completed if either option two or three has been selected. It is the member's responsibility to supply superannuation fund details.

I nominate this Eligible Choice Fund for payment.

Fund name

Account number.....

Dated this day of 200

Signature of member

Witness

Name (printed) _____

Address _____

Occupation _____

Date _____

Send the completed forms to:

Soldier Career Management Agency
PO Box 225
QUEENSCLIFF
VIC 3225

