

# My Document Portal



## New Combination Orders

Order your New Super Funds and Companies at the same time, using the one form!

You can now order a new Super Fund, and register a new Corporate Trustee company, at the same time, using the one form through the My Document Portal.

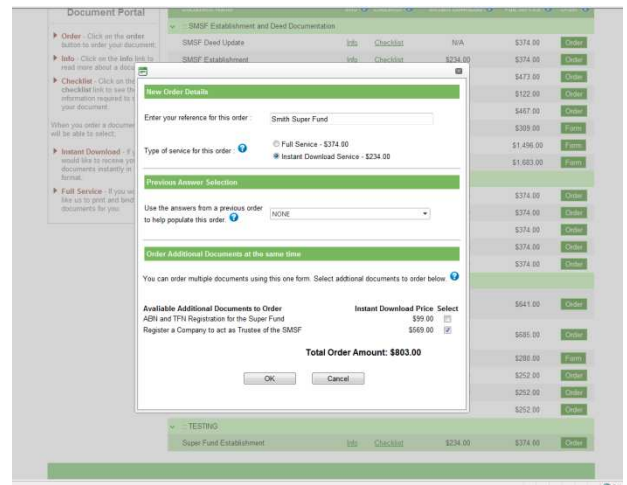
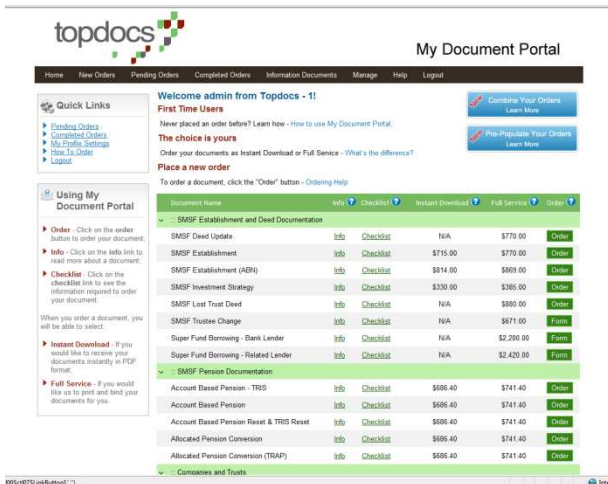
You can also elect to register an ABN and TFN for the Super Fund using the same form.

## Here's how it works:

- 1) Select 'Super Fund Establishment' from the New Orders Screen

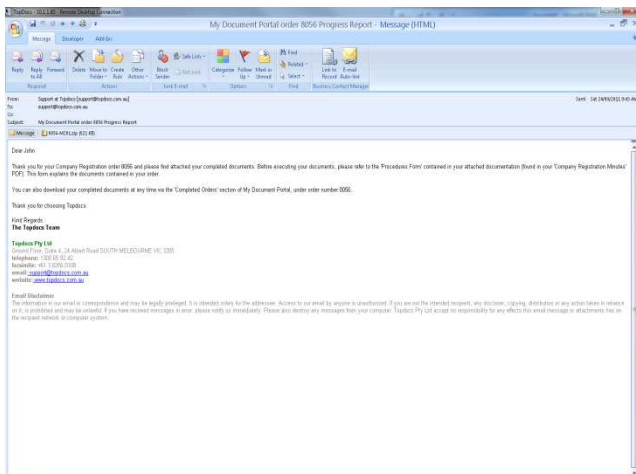
- 2) Select the Additional Services you wish to order with your Super Fund.

You will see your total price for all services ordered in your reference screen



- 3) You order form will contain all of the questions required to complete your documents.

Once you have completed your order, you will receive an email with your Company and Super Fund documents contained in it. This email will generally be received within 5 – 10 minutes of your order being submitted.



For more information, please contact a Topdocs consultant on 1300 659 242