

The RD & J Shepherd Personal Superannuation Fund
33 Ulysses Avenue
Port Douglas QLD 4877

30 June 2022

Mr Robert Shepherd
33 Ulysses Avenue
Port Douglas QLD 4877

Dear Robert

Notice to members
Wind up of The RD & J Shepherd Personal Superannuation Fund

We are writing to advise that effective from 30 June 2022 the **RD & J Shepherd Personal Superannuation Fund** is to be wound up.

In accordance with the governing rules of the Fund, we are writing to advise you of the winding up of the Fund and to seek your instructions regarding the payment or rollover of your existing member benefits within the Fund.

We ask that you please provide us with instructions relating to the payment of your member benefits, including your nominated complying superannuation fund for your balance to be rolled over (if applicable).

Should you wish for this benefit to be paid as a lump sum, please advise us of this amount along with any respective condition of release that has been met to allow for this benefit to be paid to you (unless previously advised).

Should you have any further questions in respect to this matter, please do not hesitate to contact me.

Yours faithfully,

Robert Shepherd
Director

The RD & J Shepherd Personal Superannuation Fund
33 Ulysses Avenue
Port Douglas QLD 4877

30 June 2022

The RD & J Shepherd Personal Superannuation Fund
33 Ulysses Avenue
Port Douglas QLD 4877

Dear Trustees,

Wind up of RD & J Shepherd Personal Superannuation Fund

You have asked we provide instructions as to the payment of member's benefits in the wind up of our superannuation fund.

We are writing to confirm we wish the balance of our individual members statements be paid from the balance of cash held in the fund after the payment of fund administration expenses to our individual members in the form of a cash Pension Commutation.

Should you have any further questions in respect to this matter, please do not hesitate to contact me.

Yours faithfully,

Robert Shepherd
Director

**Minutes of the meeting of the trustees of
The RD & J Shepherd Personal Superannuation Fund**

ABN 21 810 605 178

As Trustee for The RD & J Shepherd Personal Superannuation Fund

Held at	33 Ulysses Avenue Port Douglas QLD 4877
Attending	<i>Robert Shepherd (Chairman)</i>
Date	30 June 2022

Minutes	IT WAS CONFIRMED that the minutes of the previous meeting are a true and correct record.
Decision to Wind Up SMSF	It was RESOLVED to wind up the RD & J Shepherd Personal Superannuation Fund. The members are to be contacted as to how their member's balances are to be dealt with prior to the wind up of the fund.
Process to wind up the fund	<p>The Trustees RESOLVE to undertake the following actions to effectively wind up the fund:-</p> <ul style="list-style-type: none">• Close the membership of the fund• Provide notice to each members and participating employer (where applicable) that the fund is to be wound up• Provide written advice to the Australian Taxation Office within 28 days of the fund being wound up• Arrange for the preparation of up-to-date financial statements to determine the assets available to pay each member's benefits or rollover to another complying superannuation fund;• Determine each member's entitlement to any Fund Reserves (if applicable);• Pay all outstanding expenses, taxes, debts and other liabilities of the Fund and all expenses and other disbursements associated with winding up the Fund;• Pay all benefits to members and/or beneficiaries, or rollover each member's benefits to a nominated complying superannuation fund;• Attend to other administrative matters including the arranging for the Fund to be audited and lodgement of the final SMSF Annual Return; and• Any other matters prescribed by superannuation law that must be complied with to wind up the Fund
Close	As there was no further business the meeting was closed.

Signed as a true and correct record

Chairman

Signature

Date

**Minutes of the meeting of the trustees of
The RD & J Shepherd Personal Superannuation Fund**

ABN 21 810 605 178

As Trustee for the RD & J Shepherd Personal Superannuation Fund

Held at	33 Ulysses Avenue Port Douglas QLD 4877
Attending	<i>Robert Shepherd (Chairman)</i>
Date	30 June 2022

Minutes	IT WAS CONFIRMED that the minutes of the previous meeting are a true and correct record.
Payment of Member Benefits	<p>In accordance with the instructions provided by the member, the Trustees resolve to pay the members benefit as follows:-</p> <p>Robert Shepherd Cash 100% of Member Balance</p> <p>The balance of members funds are to be paid from the cash reserves in accordance with the members balances.</p>
Reporting Obligations of Member Benefit Payments	The Trustees RESOLVE to prepare the necessary Lump Sum Statements for the member's payment of benefits.
Closure of Fund Bank Account	The Trustees RESOLVE to close the funds bank accounts upon payment and receipt of all outstanding payments and liabilities relating to the fund's statutory obligations.
No Fund Assets	The Trustees RESOLVE the fund no longer holds any assets.
Documentation	The Trustees RESOLVED to request Visionary Advisors to tend to the compliance obligations with the ATO.
Close	As there was no further business the meeting was closed.

Signed as a true and correct record

Chairman

Signature

Date

11 August 2022

Australian Taxation
Office
PO Box 3578
ALBURY NSW 2640

To whom it may concern:

Re: Wind up of the RD & J SHEPHERD PERSONAL SUPERANNUATION FUND
ABN: 21 810 605 178

We are writing to advise that effective from Date the Trustees have resolved to effectively wind-up the **RD & J SHEPHERD PERSONAL SUPERANNUATION FUND**.

We provide for you below contact details below of the SMSF administrator should you require further information regarding the wind-up of our self-managed super fund:

Contact	Dene Kilpatrick
Telephone:	02 49267100
Fax:	02 4926 7144
Email:	DeneK@visionaryadvisors.com.au

Yours faithfully,

Robert Shepherd Director

Minutes of the meeting of the directors of

Tambote Pty Ltd

ACN 21 810 605 178

As Trustee for the RD & J Shepherd Personal Superannuation Fund

Held at	33 Ulysses Avenue Port Douglas QLD 4877
Attending	<i>Robert Shepherd (Chairman)</i>
Date	30 June 2022

Minutes	IT WAS CONFIRMED that the minutes of the previous meeting are a true and correct record.
Decision to De-register the company	It was RESOLVED to de-register the company Tambote Pty Ltd.
Process to wind up the fund	The Directors CONFIRM the following prior to the wind up of the company:- <ul style="list-style-type: none">• All members of the company agree to the deregistration; and• the company is not carrying on business; and• the company's assets are worth less than \$1000; and• the company has paid all fees and penalties payable under the Corporations Act; and• the company has no outstanding liabilities; and• the company is not a party to any legal proceedings
Form 6010	The Directors RESOLVE to lodge Form 6010 with ASIC to de-register the company.
Close	As there was no further business the meeting was closed.

Signed as a true and correct record

Chairman

Signature

Date