

6 July 2021

N & K Cratchley Super Fund  
C/- Mr Noel Geoffrey Cratchley  
PO BOX 831  
NEWCASTLE, NSW 2300

Dear Noel

**N & K Cratchley Super Fund  
Commencement of Account Based Pension**

I wish to commence an Account Based Pension effective 6 July 2021.

I confirm that I have met the Condition of Release of Attaining Age 65.

The purchase price for the pension is to be the entire balance of my Accumulation account. Kathryn Cratchley is added as the Reversionary Beneficiary.

I understand that the current balance of my Accumulation account is approximately \$160,134.99, which is comprised of the following components:

Taxable - Taxed Element:	\$43,385.72
Tax Free:	\$116,749.27

I wish to take my minimum pension of \$3,950.00 for the period to 30 June 2022, with payments to be made on a monthly basis.

I authorise my tax agent to lodge the Transfer Balance Account Report in relation to the Pension Establishment for this Account Based Pension to the ATO.

If you have any queries with regard to the above, please do not hesitate to contact me.

Yours sincerely

Mr Noel Cratchley  
PO BOX 831  
NEWCASTLE, NSW 2300

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE N  
& K CRATCHLEY PTY LTD ATF  
N & K CRATCHLEY SUPER FUND  
HELD ON 6 JULY 2021 AT  
2 THE ESPLANADE, NARRABEEN NSW**

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**PRESENT:** Kathryn Cratchley  
Noel Cratchley

**PENSION COMMENCEMENT:** An application to start a pension received from Mr Noel Cratchley was TABLED as follows:

Type of Pension:	Account Based Pension
Pension Start Date:	6 July 2021
Purchase Amount:	\$160,134.99
Reversionary Beneficiary:	Kathryn Cratchley

**CONDITION OF RELEASE:** It was RESOLVED that the member has satisfied the Condition of Release of Attaining Age 65, and was entitled to access their benefits as an Account Based Pension

**REVIEW OF TRUST DEED:** It was RESOLVED that the payment of benefits as an Account Based Pension was allowed under the fund's trust deed.

**INVESTMENT STRATEGY:** Given that the fund's current investment strategy provides sufficient liquidity to enable the Trustee(s) to meet all pension payments, the Trustee(s) resolved that the fund's strategy remains unchanged following the commencement of the pension.

It was NOTED that the pension is expected to be paid for a number of years, and as such the retention of long term growth assets is appropriate for the pension.

**REVERSIONARY BENEFICIARY:** It was NOTED that Mr Noel Cratchley had requested that their pension be reversionary.

It was RESOLVED to accept the pension member's request to make the relevant pension reversionary to the nominated recipients

**PAPERWORK:** It was RESOLVED to request the fund administrators to attend to the completion of the following paperwork to give effect to the establishment of the pension:

1. Register the fund for PAYG withholding tax for the purpose of withholding any relevant amounts from pension payments if required, and
2. Complete requests and arrange for Actuarial Certificates if required.

**CLOSURE:** There being no further business the meeting was closed.

..... Dated: ...../...../.....  
Noel Cratchley  
Chairperson

6 July 2021

Mr Noel Cratchley  
PO BOX 831  
NEWCASTLE, NSW 2300

Dear Noel

**N & K Cratchley Super Fund  
Commencement of Account Based Pension**

We confirm that the commencement of your Account Based Pension has been completed.

The account has been established with a balance of \$160,134.99, with Kathryn Cratchley as the Reversionary Beneficiary, and which is comprised of the following components:

Taxable - Taxed Element:	\$43,385.72
Tax Free:	\$116,749.27

Your total annual pension of \$3,950.00 for the period to 30 June 2022 will be paid in monthly instalments.

An interim Member Statement is attached to confirm the balance of your account after this transaction.

If you have any queries with regard to the above, please do not hesitate to contact me.

Yours sincerely

Mr Noel Geoffrey Cratchley  
Director  
PO BOX 831  
NEWCASTLE, NSW, 2300