

# Application for Membership

## GREEN FAMILY SUPER FUND

To the Trustees of:

GREEN FAMILY SUPER FUND

I, Rebecca Louise Green apply for admission to membership of the Fund and undertake as follows:

1. I will be bound by the Trust Deed governing the Fund as it is presently constituted or as it may be varied from time to time.
2. I understand the terms and conditions of the Trust Deed including benefits payable to Members and understand my rights and the rights of my dependants pursuant to the Trust Deed.

My personal details and those of my employer/s are attached to this application. I acknowledge that the discretion vested in you as to the application of benefits in circumstances where I cannot receive them myself is an absolute, free and unfettered discretion, but I express the wish that in the exercise of that discretion you give consideration to paying any such benefits to the following person, in the following proportions:

Name of Designated Beneficiary	Address of Designated Beneficiary	Relationship to Member	Proportion of Benefits
Darryl John Green	17 Suttan Ave Sandgate Qld 4017	Husband	100%
Ryker John Green	17 Suttan Ave Sandgate Qld 4017	Son	100% if husband is predeceased

I understand that the Trustee is required to request that I provide my Tax File Number for the purposes of Section 299F of the Superannuation Industry (Supervision) Act 1993. I further understand that I am under no obligation to supply this number, but that should I fail to do so, tax may be deducted from my account at the top marginal rate.

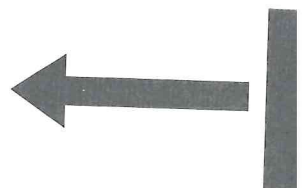
My Tax File Number is: 206212654

Dated:

19, 06, 2020

Signature:

  
\_\_\_\_\_  
Rebecca Louise Green



## Employee's Personal & Employment Details

Member's Full Name: Rebecca Louise Green

Address: 17 Sutton Avenue  
Sandgate QLD 4017

Date of Birth: 06/04/1976

Salary: \$ \_\_\_\_\_

Full name of Employer: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Date employment commenced:     /     /

**Minutes of Meeting of Trustee/s**

**Of:** GREEN FAMILY SUPER FUND  
**Held at:** 17 Sutton Avenue  
Sandgate QLD 4017  
**On:** 19 1 6 2020

**Present**

Rebecca Louise Green  
Darryl John Green  
as Directors of RYKER GREEN SUPER PTY LTD ACN 641 779 311

**Quorum**

It was noted that, as a quorum was present, the meeting could proceed to business.

**Waiver:**

All attendees have agreed, prior to the time of the meeting, to waive the required period of notice of the meeting for the purposes of Section 249H(2) of the *Corporations Act 2001 (Cth)*.

**Chairman**

Rebecca Louise Green was elected to chair the meeting.

**Business**

The Trustee considered a Trust Deed establishing:  
GREEN FAMILY SUPER FUND (the 'Fund').

**Resolved**

The Trustee resolved to:

1. accept the trusteeship of the Fund;
2. agree to administer the Fund in accordance with the terms and conditions set out in the Trust Deed; and
3. state that they are not disqualified persons for the purposes of the *Superannuation Industry (Supervision) Act 1993*; and
4. execute the Trust Deeds establishing the Fund.

**Bank Account**

It was resolved that the Trustee establish a bank account for the Fund.

**Acceptance of Members**

It was resolved to accept the Applications for Membership received from the applicants named below, and that those applicants be entered into the Register of Members and notified accordingly:

Darryl John Green  
Rebecca Louise Green

**Closure**

There being no further business, the meeting was declared closed.

Signed as a correct record.

  
Chairman

# Consent to Act as Trustee

## GREEN FAMILY SUPER FUND

The company named in the Particulars below ("Trustee") consents to act as a trustee of the Fund.

The Trustee accepts the appointment as trustee of the Fund and agrees to hold the property of the Fund upon the trusts, powers, discretions and obligations contained and conferred under the Trust Deed.

The Trustee confirms and acknowledges that the Trustee has read the terms and conditions in the Trust Deed and fully understands the duties and obligations of a trustee under the Trust Deed and the law.

The Trustee confirms that it is not disqualified under any provision in the Trust Deed or otherwise from being or becoming a trustee of the Fund.

### Particulars:

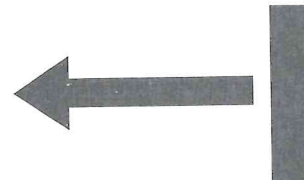
Full Name RYKER GREEN SUPER PTY LTD ACN 641 779 311

Date: 19 / 1 / 2020

Signature:



RYKER GREEN SUPER PTY LTD ACN 641 779 311  
Per Director



# Register of Members

## GREEN FAMILY SUPER FUND

<b>Member Name:</b>	Darryl John Green
<b>Address:</b>	17 Sutton Avenue Sandgate QLD 4017
<b>Date of Joining:</b>	19/6/2020
<b>Acceptance Date:</b>	19/6/2020
<b>Cessation Date:</b>	/ /



<b>Member Name:</b>	Rebecca Louise Green
<b>Address:</b>	17 Sutton Avenue Sandgate QLD 4017
<b>Date of Joining:</b>	19/6/2020
<b>Acceptance Date:</b>	19/6/2020
<b>Cessation Date:</b>	/ /



<b>Member Name:</b>	
<b>Address:</b>	
<b>Date of Joining:</b>	/ /
<b>Acceptance Date:</b>	/ /
<b>Cessation Date:</b>	/ /

<b>Member Name:</b>	
<b>Address:</b>	
<b>Date of Joining:</b>	/ /
<b>Acceptance Date:</b>	/ /
<b>Cessation Date:</b>	/ /



# Application for Membership

## GREEN FAMILY SUPER FUND

To the Trustees of:

GREEN FAMILY SUPER FUND

I, Darryl John Green apply for admission to membership of the Fund and undertake as follows:

1. I will be bound by the Trust Deed governing the Fund as it is presently constituted or as it may be varied from time to time.
2. I understand the terms and conditions of the Trust Deed including benefits payable to Members and understand my rights and the rights of my dependants pursuant to the Trust Deed.

My personal details and those of my employer/s are attached to this application. I acknowledge that the discretion vested in you as to the application of benefits in circumstances where I cannot receive them myself is an absolute, free and unfettered discretion, but I express the wish that in the exercise of that discretion you give consideration to paying any such benefits to the following person, in the following proportions:

Name of Designated Beneficiary	Address of Designated Beneficiary	Relationship to Member	Proportion of Benefits
Rebecca Louise Green	17 SUTTON AVE SANDGATE	WIFE	100%
Ryker John Green	17 SUTTON AVE SANDGATE	SON	100% if wife Predeceased

I understand that the Trustee is required to request that I provide my Tax File Number for the purposes of Section 299F of the Superannuation Industry (Supervision) Act 1993. I further understand that I am under no obligation to supply this number, but that should I fail to do so, tax may be deducted from my account at the top marginal rate.

My Tax File Number is: 489105662

Dated:

19/16/2020

Signature:

  
Darryl John Green



## Employee's Personal & Employment Details

Member's Full Name: Darryl John Green

Address: 17 Sutton Avenue  
Sandgate QLD 4017

Date of Birth: 24/11/1966

Salary: \$ \_\_\_\_\_

Full name of Employer: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Date employment commenced:     /     /

# Trustee declaration

To be completed by new trustees and directors of corporate trustees of self-managed super funds.

- ! We strongly recommend you undertake a free trustee education course before reading and signing this declaration. For more information visit [ato.gov.au/smsf](https://ato.gov.au/smsf) and search 'approved education courses'.







# Self-managed super fund trustee declaration

## I understand that as an individual trustee or director of the corporate trustee of

fund name

GREEN FAMILY SUPER FUND

I am responsible for ensuring that the fund is operated in accordance with the *Superannuation Industry (Supervision) Act 1993* (SISA) and other relevant legislation. The Commissioner of Taxation (the Commissioner) has the authority and responsibility for administering the legislation and enforcing trustees' compliance with the law.

I must keep myself informed of changes to the legislation relevant to the operation of my fund and ensure the trust deed is kept up to date in accordance with the law and the needs of the members.

If I do not comply with the legislation, the Commissioner may take the following actions:

- impose administrative penalties on me
- give me a written direction to rectify any contraventions or undertake a course of education
- enter into agreements with me to rectify any contraventions of the legislation
- disqualify me from being a trustee or director of a corporate trustee of any superannuation fund in the future
- remove the fund's complying status, which may result in significant adverse tax consequences for the fund
- prosecute me under the law, which may result in fines or imprisonment.

### Sole purpose

I understand it is my responsibility to ensure the fund is maintained for the purpose of providing benefits to the members upon their retirement (or attainment of a certain age) or their beneficiaries if a member dies. I understand that I should regularly evaluate whether the fund continues to be the appropriate vehicle to meet this purpose.

### Trustee duties

I understand that by law I must at all times:

- act honestly in all matters concerning the fund
- exercise skill, care and diligence in managing the fund
- act in the best interests of all the members of the fund
- keep records of decisions made about the running of the fund, including the appointment of professional advisers and the retirement of members and payment of benefits
- ensure that my money and other assets are kept separate from the money and other assets of the fund
- take appropriate action to protect the fund's assets (for example, have sufficient evidence of the ownership of fund assets)
- refrain from entering into any contract or do anything that would prevent me from, or hinder me in, properly performing or exercising my functions or powers as a trustee or director of the corporate trustee of the fund
- allow all members of the fund to have access to information and documents as required, including details about
  - the financial situation of the fund
  - the investments of the fund
  - the members' benefit entitlements.

I also understand that by law I must prepare, implement and regularly review an investment strategy having regard to all the circumstances of the fund, which include, but are not limited to:

- the risks associated with the fund's investments
- the likely return from investments, taking into account the fund's objectives and expected cash flow requirements
- investment diversity and the fund's exposure to risk due to inadequate diversification
- the liquidity of the fund's investments having regard to the fund's expected cash flow requirements in discharging its existing and prospective liabilities (including benefit payments)
- whether the trustees of the fund should hold insurance cover for one or more members of the fund.

### Accepting contributions and paying benefits

I understand that I can only accept contributions and pay benefits (income streams or lump sums) to members or their beneficiaries when the conditions specified in the law and the fund trust deed have been met.

### Investment restrictions

I understand that, as a trustee or director of the corporate trustee of the fund, subject to certain limited exceptions specified in the law, I am prohibited from:

- giving financial assistance using the resources of the fund to a member of the fund or a member's relative (financial assistance means any assistance that improves the financial position of a person directly or indirectly, including the provision of credit)
- acquiring assets (other than business real property, listed securities, certain in-house assets and acquisitions made under mergers, allowed by special determinations or acquisitions from the trustee or investment manager of another regulated super fund as a result of a breakdown of a relationship) for the fund from members or other related parties of the fund

- borrowing money (or maintaining an existing borrowing) on behalf of the fund except in certain limited circumstances (while limited recourse borrowing arrangements are permitted, they can be complex and particular conditions must be met to ensure that legal requirements are not breached)
- acquiring an in-house asset if the fund's in-house assets exceed 5% of the market value of the fund's total assets, or the in-house assets will exceed 5% of the market value of the fund's total assets by acquiring the asset (in-house assets are loans to, or investments in, related parties of the fund – including trusts – or assets subject to a lease or lease arrangement between the trustee and a member, relative or other related party)
- entering into investments that are not made or maintained on an arm's length (commercial) basis (this ensures the purchase or sale price of the fund's assets and any earnings from those assets reflects their market value).

**Administration**

I understand that the trustees of the fund must:

- keep and retain for at least 10 years
  - minutes of all trustee meetings at which matters affecting the fund were considered (this includes investment decisions and decisions to appoint members and trustees, the retirement of members and payment of benefits)
  - records of all changes of trustees, including directors of the corporate trustee
  - each trustee's consent to be appointed as a trustee of the fund or a director of the corporate trustee
  - all trustee declarations
  - copies of all reports given to members
  - documented decisions about storage of collectables and personal use assets
- ensure that the following are prepared and retained for at least five years
  - an annual statement of the financial position of the fund
  - an annual operating statement
  - copies of all annual returns lodged
  - accounts and statements that accurately record and explain the transactions and financial position of the fund including asset market valuation
  - copies of Transfer balance account reports lodged
  - copies of any other statements you are required to lodge with us or provide to other super funds
- appoint an approved SMSF auditor each year, no later than 45 days before the due date for lodgment of the fund's annual return and provide documents to the auditor as requested
- lodge the fund's annual return, completed in its entirety, by the due date
- review the independent audit report received from the approved SMSF auditor and take action as required
- notify the ATO within 28 days of any changes to the
  - membership of the fund, or trustees or directors of the corporate trustee
  - name of the fund
  - contact person and their contact details
  - postal address, registered address or address for service of notices for the fund
- notify the ATO in writing within 21 days if the fund becomes an Australian Prudential Regulation Authority (APRA) regulated fund.

**DECLARATION**

By signing this declaration I acknowledge that I understand my duties and responsibilities as a trustee or director of the corporate trustee of the self-managed superannuation fund named on this declaration (or if the fund's name changes, that name). I understand that:

- I must ensure this document is retained for at least 10 years or while I remain a trustee or director of the corporate trustee (whichever is longer) and, if I fail to do this, penalties may apply.
- Administrative penalties can be imposed on me for not complying with the legislation
- I may have to make this document available for inspection by a member of staff of the ATO and, if I fail to do this, penalties may apply
- I do not have access to the government's financial assistance program that is available to trustees of APRA regulated funds in the case of financial loss due to fraudulent conduct or theft.



**Trustee's or director's name**

Rebecca Louise Green

**Trustee's or director's signature**

Date

Day: 19 | Month: 06 | Year: 2020

**Witness' name** (witness must be 18 years old or over)

Salvatore GRECO

**Witness' signature**

Date

Day: 19 | Month: 06 | Year: 2020