**PRESENT:** Michael Woods

Yvonne Woods

**MINUTES:** The Chair reported that the minutes of the previous meeting had been signed as a true record.

**REQUEST:**  A request has been received from the members of

Michael & Yvonne Woods Superannuation Fund

to wind up the self-managed super fund as soon as practicable.

**RESOLUTION:** It was resolved that the self-managed super fund in the name of Michael & Yvonne Woods Superannuation Fund, be wound up.

As per the trust deed, the trustees must complete the following action as soon as practical prior to the wind up date:

* Close income account and reserve account and transfer balance to member’s account/s;
* Pay all expenses and taxes of fund;
* Lodge last income tax return and pay whatever expenses are due to creditors and professional engaged;
* Pay all benefits to members or rollout to another superannuation fund
* Notify the regulator that the fund is wound up.

**CLOSURE:** All resolutions for this meeting were made in accordance with the SISA and Regulations.

There being no further business the meeting closed.

Signed as a true and correct record –

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Michael Woods

Chairperson