

**PART A****Electronic lodgment declaration (Form P, T, F, SMSF or EX)**

This declaration is to be completed where the tax return is to be lodged via an approved ATO electronic channel. It is the responsibility of the taxpayer to retain this declaration for a period of five years after the declaration is made, penalties may apply for failure to do so.

Tax File Number  Year of return

Name of Partnership, Trust, Fund or Entity

Total Income/Loss

Total Deductions

Taxable Income/Loss

**Privacy**

The ATO is authorised by the Taxation Administration Act 1953 to request the provision of tax file numbers (TFNs). The ATO will use the TFNs to identify each partner or beneficiary or entity in our records. It is not an offence not to provide the TFNs. However, you cannot lodge your tax return electronically if you do not quote your TFN.

Taxation law authorises the ATO to collect information and disclose it to other government agencies, including personal information about the person authorised to sign the declaration. For information about privacy go to [ato.gov.au/privacy](http://ato.gov.au/privacy)

**The Australian Business Register**

The Commissioner of Taxation, as Registrar of the Australian Business Register, may use the ABN and business details which you provide on this tax return to maintain the integrity of the register.

Please refer to the privacy statement on the Australian Business Register (ABR) website ([www.abr.gov.au](http://www.abr.gov.au)) for further information - it outlines our commitment to safeguarding your details.

**Electronic funds transfer - direct debit**

Where you have requested an EFT direct debit some of your details will be provided to your financial institution and the Tax Office's sponsor bank to facilitate the payment of your taxation liability from your nominated account.

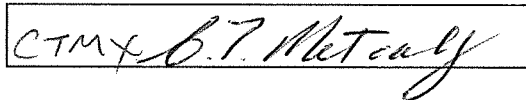
I authorise my tax agent to electronically transmit this tax return via an approved ATO electronic channel.

**Important:** Before making this declaration please check to ensure that all income has been disclosed and the tax return is true and correct in every detail. If you are in doubt about any aspect of the tax return, place all the facts before the Tax Office. The tax law provides heavy penalties for false or misleading statements on tax returns.

**Declaration:** I declare that:

- \* all the information I have provided to my registered tax agent for the preparation of this tax return, including any applicable schedules is true and correct, and
- \* I authorise the agent to give this document to the Commissioner of Taxation.

Signature of Partner, Trustee or Director



Date

**PART B****ELECTRONIC FUNDS TRANSFER CONSENT**

This declaration is to be completed when an electronic funds transfer (EFT) of a refund is requested and the tax return is being lodged through an approved ATO electronic channel.

This declaration must be signed by the partner, trustee, director or public officer prior to the EFT details being transmitted to the Tax Office. If you elect for an EFT, all details below must be completed.

**Important:** Care should be taken when completing EFT details as the payment of any refund will be made to the account specified.

Account name:

The Metcalf Super Fund

I authorise the refund to be deposited directly to the specified account

Signature

*CTM 6.7. Metcalf*

Date

**PART D**

**Tax agent's certificate (shared facilities only)**

We, CARTER WOODGATE PTY LTD declare that:

- \* We have prepared this tax return in accordance with the information supplied by the partner, trustee, director or public officer
- \* We have received a declaration made by the entity that the information provided to us for the preparation of this tax return is true and correct, and
- \* We are authorised by the partner, trustee, director or public officer to lodge this tax return, including any applicable schedules.

Agent's Signature

Date

Agent's phone

08 9250 2144

Client's reference

METCALF01

Agent's Contact Name

LINDSAY RAYMOND CARTER

Agent's reference number

64104000

**CP METCALF SUPER PTY LTD**

**ACN: 611 824 232**

**ATF THE METCALF SUPERANNUATION FUND**

**MINUTES OF A MEETING OF THE DIRECTOR(S) HELD ON / /**

**AT LOT 182 JONES STREET, DOWERIN WA 6461**

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PRESENT:

Clive Thomas Metcalf  
Patricia Ann Metcalf

MINUTES:

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

FINANCIAL STATEMENTS OF  
SUPERANNUATION FUND:

It was resolved that the financial statements would be prepared as special purpose financial statements as, in the opinion of the trustee(s), the superannuation fund is a non-reporting entity and therefore is not required to comply with all Australian Accounting Standards.

The Chair tabled the financial statements and notes to the financial statements of the superannuation fund in respect of the year ended 30 June 2021 and it was resolved that such statements be and are hereby adopted as tabled.

INVESTMENT STRATEGY:

The allocation of the fund's assets and the fund's investment performance over the financial year were reviewed and found to be within acceptable ranges outlined in the investment strategy. After considering the risk, rate of return and liquidity of the investments and the ability of the fund to discharge its existing liabilities, it was resolved that the investment strategy continues to reflect the purposes and circumstances of the fund and its members. Accordingly, no changes in the investment strategy were required.

ALLOCATION OF INCOME:

It was resolved that the income of the fund would be allocated to the members based on their average daily balance (an alternative allocation basis may be percentage of opening balance).

INVESTMENT ACQUISITIONS:

It was resolved to ratify the investment acquisitions throughout the financial year ended 30 June 2021.

INVESTMENT DISPOSALS:

It was resolved to ratify the investment disposals throughout the financial year ended 30 June 2021.

AUDITORS

It was resolved that

Anthony William Boys Super Audits

of

Po Box 3376  
Rundle Mail SA 5000

act as auditors of the Fund for the next financial year.

TRUSTEE STATUS:

Each of the trustee(s) confirmed that they are qualified to act as trustee(s) of the fund and that they are not disqualified persons as defined by s 120 of the SISA.

CONTRIBUTIONS RECEIVED:

It was resolved that the contributions during the year be allocated to members on the basis of the schedule provided by the principal Fund employer.

CLOSURE:

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

There being no further business the meeting then closed.

Signed as a true record –

A handwritten signature in cursive script, reading "Clive Thomas Metcalf". The signature is written in black ink and is positioned above a horizontal dotted line.

Clive Thomas Metcalf  
Chairperson

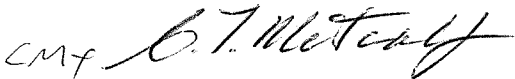
**THE METCALF SUPERANNUATION FUND**  
**TRUSTEE: CP METCALF SUPER PTY LTD**  
**ACN: 611 824 232**  
**TRUSTEES DECLARATION**

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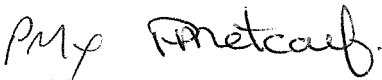
The directors of CP Metcalf Super Pty Ltd being the trustees of The Metcalf Superannuation Fund declare that:

- i. the financial statements and notes to the financial statements present fairly the financial position of the Fund as at 30 June 2021, and the results of its operations for the year then ended;
- ii. the financial statements and notes to the financial statements have been prepared in accordance with applicable Australian Accounting Standards, other mandatory reporting requirements and the provisions of the trust deed dated 28 September 2020, as amended; and
- iii. the operation of the Fund has been carried out in accordance with its trust deed dated 28 September 2020, as amended, and in compliance with:
  - the requirements of the Superannuation Industry (Supervision) Act 1993 and Regulations, including applicable Superannuation Prudential Standards;
  - applicable sections of the Corporations Act 2001 and Regulations; and
  - the requirements under s 13 of the Financial Sector (Collection of Data) Act 2001;during the year ended 30 June 2021.

This declaration is made in accordance with a resolution of the Board of Directors of the trustee company:



Clive Thomas Metcalf  
CP Metcalf Super Pty Ltd  
Director



Patricia Ann Metcalf  
CP Metcalf Super Pty Ltd  
Director

DATED:    /    /

**CP METCALF SUPER PTY LTD**  
**A.C.N. 40 976 543**

**DIRECTORS' REPORT**

Your directors present their report on the company for the financial year ended 30 June 2021.

**Directors**

The names of the directors in office at any time during, or since the end of the year are:

Mr Clive Thomas Metcalf  
Mrs Patrica Ann Metcalf

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

**Review of Operations**

The profit of the company for the financial year after providing for income tax amounted to \$-.

**Significant Changes in the State of Affairs**

No significant changes in the company's state of affairs occurred during the financial year.

**Principal Activities**

The principal activities of the company during the financial year were to act as Trustee for The Metcalf Super Fund.

No significant change in the nature of these activities occurred during the year.

**Events Subsequent to the End of the Reporting Period**

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

**Likely Developments and Expected Results of Operations**

Likely developments in the operations of the company and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the company.

**Environmental Regulation**

The company's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

**Dividends**

No dividends were paid during the year and no recommendation is made as to the dividends.

The directors do not recommend the payment of a dividend.

**Options**

These notes should be read in conjunction with the attached compilation report of Carter Woodgate Pty Ltd.

**CP METCALF SUPER PTY LTD**  
**A.C.N. 40 976 543**

**DIRECTORS' REPORT**

No options over issued shares or interests in the company were granted during or since the end of the financial year and there were no options outstanding at the date of this report.

**Indemnification of Officers**

No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the company.

**Proceedings on Behalf of the Company**

No person has applied for leave of court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings.

The company was not a party to any such proceedings during the year.

Signed in accordance with a resolution of the Board of Directors:

Director: CMx C.T. Metcalf  
Mr Clive Thomas Metcalf

Director: PMx Metcalf  
Mrs Patrica Ann Metcalf

**Dated: 29/09/2021**

**CP METCALF SUPER PTY LTD  
A.C.N. 40 976 543**

**DIRECTORS' DECLARATION**

The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes present fairly the company's financial position as at 30 June 2021 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors.

Director: *Clive T. Metcalf*  
Mr Clive Thomas Metcalf

Director: *P.A. Metcalf*  
Mrs Patrica Ann Metcalf

**Dated: 29/09/2021**



**CP METCALF SUPER PTY LTD**  
**A.C.N. 40 976 543**  
**MINUTES OF MEETING OF DIRECTORS**

**Held at:** Registered Office

**On:** 29 September 2021 @ 9.00 am

**Present:** Mr Clive Thomas Metcalf  
Mrs Patrica Ann Metcalf

**Apology:** None

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

**Dividend:** The directors do not recommend the payment of a dividend.

**Financial Statements and Notes to the Financial Statements:** The Chairperson tabled the financial statements and notes to the financial statements of the entity in respect of the year ended 30 June 2021 and it was resolved that they be and are hereby adopted as tabled.

**Company's Solvency** It was resolved after reviewing the profit and cash flow budgets and considering the ability of the company to realise assets that the company would be able to pay its debts as and when they become due and payable.

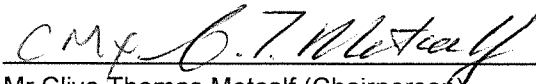
**Directors' Report and Declaration:** The Chairperson tabled the Report of the Director and Directors' Declaration in respect of the year ended 30 June 2021 and it was resolved that such Directors' Report and Directors' Declaration be approved and signed by one director on behalf of the board.

**Annual Statement:** It was resolved that the contents of the Annual Statement be adopted and that one director sign the declaration certifying that:

- the information contained in the Statement is correct;
- there are reasonable grounds to believe that the entity will be able to pay its debts when they become due and payable; and
- the annual fee will be paid.

**Compilation Report:** It was noted that the Compilation Report would be signed following the signing of the Directors' Declaration.

There being no further business the meeting then closed.

**Signed as a true record:**   
Mr Clive Thomas Metcalf (Chairperson)

These notes should be read in conjunction with the attached compilation report of Carter Woodgate Pty Ltd.

**CP METCALF SUPER PTY LTD**  
**A.C.N. 40 976 543**  
**MINUTES OF ANNUAL GENERAL MEETING**

**Held at:** Registered Office

**On:**

**Present:** Mr Clive Thomas Metcalf  
Mrs Patrica Ann Metcalf

**Other Shareholders:** None

**Apology:** None

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

**Dividend:** The directors do not recommend the payment of a dividend.

**Financial Report and Directors' Report:** The Chairperson tabled the Financial Report and Compilation Report of the entity in respect of the year ended 30 June 2021 and read a Report of the Directors' in relation thereto.

It was resolved that the Directors' Report be received and the Financial Report be and are hereby adopted as tabled.

**Remuneration Report:** It was resolved that the remuneration report be received and passed.

There being no further business the meeting then closed.

**Signed as a true record:** *CMx B. T. Metcalf*  
Mr Clive Thomas Metcalf (Chairperson)

These notes should be read in conjunction with the attached compilation report of Carter Woodgate Pty Ltd.



# Notice of intent to claim or vary a deduction for personal super contributions

## COMPLETING THIS STATEMENT

- Print clearly using a black pen only.
- Use BLOCK LETTERS and print one character per box.
- Place  in ALL applicable boxes.

**i** The instructions contain important information about completing this notice. Refer to them for more information about how to complete and lodge this notice.

## Section A: Your details

### 1 Tax file number (TFN)

621 544 230

**i** The ATO does not collect this information provided on this form. This form is to assist you in providing details to your super fund. Your super fund is authorised to request your personal details, including your TFN, under the *Superannuation Industry (Supervision) Act 1993*, the *Income Tax Assessment Act 1997* and the *Taxation Administration Act 1953*. It is not an offence not to provide your TFN. However, if you do not provide your TFN, and your super fund doesn't already hold your TFN, they will not be permitted to accept the contribution(s) covered by this notice. For more information about your privacy please contact the entity you are providing this form to.

### 2 Name

Title: Mr  Mrs  Miss  Ms  Other

Family name

MBTCALP

First given name

CLIVE

Other given names

THOMAS

### 3 Date of birth

Day: 11 / Month: 03 / Year: 1951

### 4 Current postal address

PO BOX 107

Suburb/town/locality

DOWERIN

State/territory

WA (Australia only)

Postcode

6461 (Australia only)

Country if outside of Australia

### 5 Daytime phone number (include area code)

0892502144

## Section B: Super fund's details

### 6 Fund name

THE MBTCALP SUPERANNUATION FUNDS

### 7 Fund Australian business number (ABN)

25 179 189 638

### 8 Member account number

503

### 9 Unique Superannuation Identifier (USI) (if known)

## Section C: Contribution details

### 10 Personal contribution details

Is this notice varying an earlier notice? No  Yes

If you answered 'No' complete the **Original Notice to Claim a Tax Deduction** section below.  
If you answered 'Yes' complete the **Variation of previous valid notice of intent** section below.

#### ORIGINAL NOTICE TO CLAIM A TAX DEDUCTION

11 Financial year ended 30 June 20

12 My personal contributions to this fund in the above financial year \$

13 The amount of these personal contributions I will be claiming as a tax deduction \$

## Section D: Declaration

This form has a declaration where you say the information in it is correct and complete. Please review the information before you sign the declaration. If you provide false or misleading information, or fail to take reasonable care, you may be liable to administrative penalties imposed by taxation law.

### INTENTION TO CLAIM A TAX DEDUCTION

**1** Complete this declaration if you have **not** previously lodged a valid notice with your super fund for these contributions.

*I declare that at the time of lodging this notice:*

- I intend to claim the personal contributions stated as a tax deduction
- I am a current member of the identified super fund
- the identified super fund currently holds these contributions and has not begun to pay a superannuation income stream based in whole or part on these contributions
- I have not included any of the contributions in an earlier valid notice.

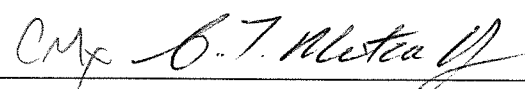
*I declare that I am lodging this notice at the earlier of either:*

- before the end of the day that I lodged my income tax return for the income year in which the personal contributions were made, or
- before the end of the income year following the year in which the contribution was made.

*I declare that the information given on this notice is correct and complete.*

Name (Print in BLOCK LETTERS)

Signature



Date

Day Month Year  
 /  /

**2** Send your completed notice to your super fund. **Do not send it to us.** The information on this notice is for you and your super fund. We don't collect this information; we only provide a format for you to provide the information to your super fund.

### VARIATION OF PREVIOUS VALID NOTICE OF INTENT

14 Financial year ended 30 June 20

15 My personal contributions to this fund in the above financial year \$    ,    .

16 The amount of these personal contributions claimed in my original notice of intent \$    ,    .

17 The amount of these personal contributions I will now be claiming as a tax deduction \$    ,    .



# Notice of intent to claim or vary a deduction for personal super contributions

## COMPLETING THIS STATEMENT

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- Use BLOCK LETTERS and print one character per box.
- Place  in ALL applicable boxes.

**i** The instructions contain important information about completing this notice. Refer to them for more information about how to complete and lodge this notice.

## Section A: Your details

### 1 Tax file number (TFN)

623 916 772

**i** The ATO does not collect this information provided on this form. This form is to assist you in providing details to your super fund. Your super fund is authorised to request your personal details, including your TFN, under the *Superannuation Industry (Supervision) Act 1993*, the *Income Tax Assessment Act 1997* and the *Taxation Administration Act 1953*. It is not an offence not to provide your TFN. However, if you do not provide your TFN, and your super fund doesn't already hold your TFN, they will not be permitted to accept the contribution(s) covered by this notice. For more information about your privacy please contact the entity you are providing this form to.

### 2 Name

Title: Mr  Mrs  Miss  Ms  Other

Family name

MBTCALE

First given name

PATRICA

Other given names

ANN

### 3 Date of birth

23 / 10 / 1951

### 4 Current postal address

PO BOX 107

Suburb/town/locality

DOWRIN

State/territory

WA  
(Australia only)

Postcode

6461  
(Australia only)

Country if outside of Australia

### 5 Daytime phone number (include area code)

08 92502144

## Section B: Super fund's details

### 6 Fund name

THE MBTCALE SHARRANWATIGN FUND

### 7 Fund Australian business number (ABN)

25 179 189 638

### 8 Member account number

504

### 9 Unique Superannuation Identifier (USI) (if known)

