

22 December 2018

MCMANUS SUPER FUND  
Patricia Margaret McManus  
46 Penhill Street, Nudgee, Queensland 4014

Dear Sir/Madam

**MCMANUS SUPER FUND**  
**Conversion of Transition to Retirement Pension to an Account Based Pension**

I hereby request the trustee to convert my Transition to Retirement Pension account with a commencement date of 01/07/2016 and the entire balance to an Account Based Pension effective from 03/07/2018. The pension does not have a reversionary beneficiary.

I have satisfied the condition of release of Attaining Age 65 which has a 'nil' cashing restriction and confirm the fund's Trust Deed allows for the conversion.

I agree to withdraw my minimum pension of \$27,190.00 but will not exceed my maximum allowable threshold for the current period.

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

Yours sincerely

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Patricia Margaret McManus  
46 Penhill Street, Nudgee, Queensland 4014

**Minutes of a Meeting of the Director(s)**  
held on 22 December 2018 at 46 Penhill Street, Nudgee, Queensland 4014

- PRESENT:** Gregory Gavin McManus and Patricia Margaret McManus
- PENSION CONVERSION:** Patricia Margaret McManus wishes to convert existing Transition to Retirement Pension account with a commencement date of 01/07/2016 and the entire balance to an Account Based Pension effective from 03/07/2018.
- CONDITION OF RELEASE:** It was resolved that the member has satisfied a condition of release of Attaining Age 65 which has a 'nil' cashing restriction and confirmed the fund's Trust Deed allows for the conversion.
- TRUSTEE ACKNOWLEDGEMENT:** It was resolved that Trustee(s) have agreed to this and has taken action to ensure the following:
- The member's minimum pension payments are to be made at least annually.
  - An amount or percentage of the pension will not be prescribed as being left-over when the pension ceases.
  - The pension can be transferred only on the death of the pensioner to one of their dependants or cashed as a lump sum to the pensioner's estate.
  - The Trustee(s) will comply with ATO obligations such as PAYG withholding and payment summary obligations.
  - The fund's trust deed provides for payment of this pension to the member.
  - The Trustee(s) will notify the member, in writing, of their pension amount and assessable amount each year.
- REVERSIONARY:** The pension does not have a reversionary beneficiary.
- PAYMENT:** It was resolved that the trustees have agreed to pay the pension payment for the current year of \$27,190.00 in the frequency of at least an annual payment.
- CLOSURE:** Signed by the trustee(s) pursuant to the Fund Deed.

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Gregory Gavin McManus  
Chairperson