

## MINUTES OF TRUSTEE MEETING

### Appointment of Trustee and Establishment of the Fund

#### Crowley Super Fund

---

**Held at:** 37 Maitland Avenue  
Kingsford NSW 2032

**Date:** 7/12/09

**Present:** Margaret Crowley  
Richard Crowley

**Chairperson:** Richard Crowley  
was appointed Chairperson of the meeting.

**Quorum:** The Chairperson noted that a quorum was present at the meeting of Trustee to pass the proposed resolution.

**Motions to appoint trustee and establish the fund:** The Chairperson tabled a motion to appoint Trustees, execute the Deed and establish the operation of the Fund. Under the Rules of the Fund, the Trustees are required to undertake the following:

1. Be appointed as Trustees of the Fund;
2. Execute the Fund's Deed;
3. Provide the Product Disclosure Statement to Members;
4. Accept Members into the Fund;
5. Apply to become a Regulated Superannuation Fund;
6. Apply for Australian Business Number and Tax File Number;
7. Establish a bank account for the Fund;
8. Formulate and implement an investment strategy;
9. Appoint an administrator to the Fund;
10. Appoint an Auditor to the Fund; and
11. Appoint a Self Managed Superannuation Fund (SMSF) specialist and any other professional.

**Meeting Closed:** There being no further business the meeting was declared closed.

Confirmed as a true and correct record.

.....  
Chairperson

# INVESTMENT STRATEGY GUIDE

## Crowley Super Fund

---

### MEMBERS

Margaret Crowley  
Richard Crowley

### TRUSTEES

Margaret Crowley  
Richard Crowley

### Objectives

The following investment objectives and strategies are in accordance with section 52(2)(f) of the *Superannuation Industry (Supervision) Act, 1993* ('SIS Act').

As a general investment objective, the Trustee aims to achieve reasonable medium to long-term growth maintaining low levels of capital volatility and risk.

The Trustee however, accepts that volatility will occur within asset classes in the short-term but will seek sufficient diversification through the Fund's investment portfolio to minimise risk.

The Trustee aims to:

- create superannuation Benefits to Members and their Dependents to meet their retirement needs; and
- ensure that the allocation of resources are distributed amongst an appropriate selection of investments by the Fund to support the above objective.

### Investment Strategy

The Trustee will determine the Fund's investment structure which may include but is not limited to all or one of the following:

- stocks, derivatives, direct equities, dividend reinvestment programs and rights issues;
- property trusts and affiliated investments;
- managed investments and affiliated products;
- direct residential industrial or commercial property investment;
- the Fund may borrow to acquire the beneficial interest in listed Company shares provided the lender's rights on any default of the borrowing or the sum of the borrowing and charges related to the borrowing are limited to rights relating to those listed shares or any replacement to the listed shares.

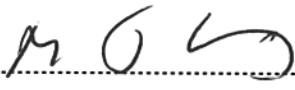
**Policies**

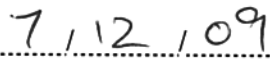
In order to achieve the objectives, the Trustees have agreed upon adopting the following policies:

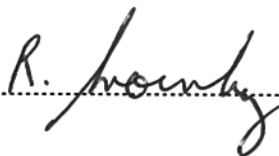
- Regular monitoring of the Fund's investments performance covering the rate of return in income and capital growth, risk profile of the portfolio and the expected cash flow requirements.
- Revising the investment portfolio according to changes in market conditions.

The Trustee(s) will review the strategy at least annually, reserving the right to make changes when appropriate, and to ensure that investments align with the overall strategy.

**Executed by or on behalf of the Trustee**

  
-----  
Margaret Crowley

  
-----  
Date

  
-----  
Richard Crowley

## TRUSTEE CONSENT

### Crowley Super Fund

---

I, **Margaret Crowley** hereby consent to the appointment to act as trustee of the Fund and to be bound by the Fund's Deed and all of the Rules and the Act as defined in the Deed and to ensure that:

- the Fund continues to be a Complying Superannuation Fund as defined in the Deed; and
- the Fund is continuously maintained as a Self Managed Superannuation Fund.

I declare that I am not a disqualified person as that term is defined under the Trust Deed or the Act;

The appointment is to last only so long as the Fund continues to be a Complying Superannuation Fund. Where the appointment threatens the Fund's complying status, I agree to resign with effect immediately upon becoming aware of such threat.

**Executed by:**

*M Crowley*

Margaret Crowley

*7.12.09*

Date

## TRUSTEE CONSENT

### Crowley Super Fund

---

I, **Richard Crowley** hereby consent to the appointment to act as trustee of the Fund and to be bound by the Fund's Deed and all of the Rules and the Act as defined in the Deed and to ensure that:

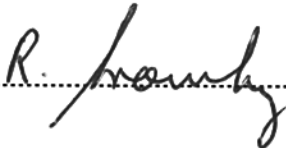
- the Fund continues to be a Complying Superannuation Fund as defined in the Deed; and
- the Fund is continuously maintained as a Self Managed Superannuation Fund.

I declare that I am not a disqualified person as that term is defined under the Trust Deed or the Act;


The appointment is to last only so long as the Fund continues to be a Complying Superannuation Fund. Where the appointment threatens the Fund's complying status, I agree to resign with effect immediately upon becoming aware of such threat.

**Executed by:**

Richard Crowley



Date



## APPLICATION FOR MEMBERSHIP

### Crowley Super Fund

I, **Margaret Crowley** of **37 Maitland Avenue, Kingsford NSW 2032** am a trustee of the Fund. I hereby apply for membership of **Crowley Super Fund** and consent to becoming a Member of it. I confirm that I am not aware of any impediments to this application and acknowledge that I have read the Product Disclosure Statement including any other information provided to me.

I agree that upon acceptance of my membership to:

1. be bound by the terms of the Deed and the Rules of the Fund;
2. be bound by all decisions of the Trustee that were made in accordance with the Rules of the Fund, the superannuation laws and the trustee laws;
3. provide information to the Trustee where required, e.g. medical conditions;
4. provide my Tax File Number to the Trustee provided the Trustee abides by the laws relating to the collection and dissemination of my Tax File Number;
5. consent to the Trustee to hold that information despite anything to the contrary in the privacy legislation;
6. provide the Trustee, within a reasonable period of time a detailed death benefit plan that may include a Binding Death Benefit Nomination;
7. ensure that any Superannuation contributions, transfers or rollovers are made in accordance with the superannuation laws at that time;
8. notify the Trustee where I have become disabled, retired, attained preservation age or met some other condition of release; and
9. notify the Trustee where I have become separated from my Spouse that is deemed irreconcilable, if I have one.

Date of Birth: .....11, 5, 49.....

Executed by:

.....M J Crowley.....

Margaret Crowley

.....7, 12, 09.....

Date

## APPLICATION FOR MEMBERSHIP

### Crowley Super Fund

I, **Richard Crowley** of **37 Maitland Avenue, Kingsford NSW 2032** am a trustee of the Fund. I hereby apply for membership of **Crowley Super Fund** and consent to becoming a Member of it. I confirm that I am not aware of any impediments to this application and acknowledge that I have read the Product Disclosure Statement including any other information provided to me.

I agree that upon acceptance of my membership to:

1. be bound by the terms of the Deed and the Rules of the Fund;
2. be bound by all decisions of the Trustee that were made in accordance with the Rules of the Fund, the superannuation laws and the trustee laws;
3. provide information to the Trustee where required, e.g. medical conditions;
4. provide my Tax File Number to the Trustee provided the Trustee abides by the laws relating to the collection and dissemination of my Tax File Number;
5. consent to the Trustee to hold that information despite anything to the contrary in the privacy legislation;
6. provide the Trustee, within a reasonable period of time a detailed death benefit plan that may include a Binding Death Benefit Nomination;
7. ensure that any Superannuation contributions, transfers or rollovers are made in accordance with the superannuation laws at that time;
8. notify the Trustee where I have become disabled, retired, attained preservation age or met some other condition of release; and
9. notify the Trustee where I have become separated from my Spouse that is deemed irreconcilable, if I have one.

Date of Birth: 26, 2, 49

Executed by:

R. Crowley  
Richard Crowley

7, 12, 09  
Date

## MINUTES OF TRUSTEE MEETING

### Trustee Resolutions

### Crowley Super Fund

---

**Held at:** 37 Maitland Avenue  
Kingsford NSW 2032

**Date:** 7, 12, 09

**Present:** Margaret Crowley  
Richard Crowley

**Chairperson:** Richard Crowley  
was appointed Chairperson of the meeting.

**Quorum:** The Chairperson noted that a quorum was present at the meeting of Trustee(s) to pass the proposed resolution.

**Trustee resolution:** **IT WAS RESOLVED** by the Trustee to:

- (a) execute the Deed of the Fund;
- (b) ensure that all prospective Member(s) have read and understood the Product Disclosure Statement (PDS);
- (c) appoint the following as Trustees of the Fund provided all eligible:  
**Margaret Crowley**  
**Richard Crowley**
- (d) invite the following person(s) to become the Member(s) of the Fund provided all eligible:  
**Margaret Crowley**  
**Richard Crowley**
- (e) notify Member(s) of their acceptance as a Member of the Fund;
- (f) complete and lodge Australian Business Number (ABN) and Tax File Number (TFN) with the Australian Tax Office (ATO);
- (g) establish a bank account on behalf of the Fund;
- (h) formulate and implement an investment strategy which will:
  - (1) aim at attaining the investment objective of the Fund from investments to satisfy the cash flow requirements of the Fund, having particular regard to the composition of the investment, diversification and liquidity; and




- (2) ensure that the primary investment objective is to provide the Member(s) with Benefits in the event of their retirement and Benefits to their Dependants or legal estate in the event of the Member's death; and
- (i) seek consent to act and appoint relevant professionals wherever required.

**Meeting closed:**

There being no further business the meeting was declared closed.

Confirmed as a true and correct record.

.....   
Chairperson