

21st October 2015

The Trustee
M & L Sauer Super Fund
58 Gahans Road
BUNDABERG QLD 4670

Dear Sir/Madam

Commencement of Pension

Please convert my entire balance of \$26,662.50 into a Transition to Retirement pension.

I advise that I am aged 63 and have not met a preservation cashing condition and am eligible to take advantage of the Transition to Retirement option.

Yours faithfully

x *L. M. Sauer*

Lenore Sauer

**MINUTES OF MEETING OF MARTIN AND LENORE SAUER AS TRUSTEE
FOR THE M & L SAUER SUPER FUND
HELD AT 58 GAHANS ROAD, BUNDABERG QLD 4670
ON THE 21st DAY OF OCTOBER 2015**

PRESENT: Martin Sauer (Chairman)
Lenore Sauer

PENSION: The Trustee resolved to commence a transition to retirement pension from 21st October 2015 in accordance with an application received for the member:

Lenore Sauer

CASHING RESTRICTION: The Trustee noted that the member, being aged over 55 and not meeting a condition of release, was eligible for the Transition to Retirement option.

TRUST DEED: The Trustee noted that payment of benefits as a transition to retirement pension was allowed under the fund's trust deed.

PENSION PAYMENTS: The Trustee resolved to write to the member advising the annual pension payments. The advice is to include the gross amount and the net amount after tax and the pension tax offset if applicable.

The member is to be requested to advise their preferred pension income.

The Trustee will consult the superannuation fund's accountant to provide assistance with calculating the annual pension amounts, including tax and the pension tax offset.

INVESTMENT STRATEGY: Given that the fund's current investment strategy provides sufficient liquidity to enable the Trustee to meet all pension payments, the Trustee resolved that the fund's strategy remains unchanged following the commencement of the pension.

It was noted that the pension is expected to be paid for a number of years, and as such the retention of long term growth assets is appropriate for the pension.

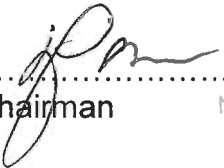
SEGREGATION OF ASSETS: The Trustee resolved not to segregate the assets of the fund following the commencement of the pension.

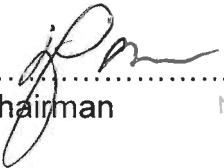
PAPERWORK: The Trustee resolved to request the superannuation fund's

accountant to assist in the completion of forms and other paperwork associated with the pension, and calculation of pension amounts before and after tax.

This is to include any changes that are required to be made to the accounting and administration records of the superannuation fund.

Signed as a true record.

A handwritten signature in black ink, appearing to be 'J. P. M.', is written over a horizontal dotted line. To the left of the signature is a small red 'x' mark. Below the dotted line, the word 'Chairman' is printed in black, and the name 'Martin' is handwritten in blue ink to the right of the signature.

x 
.....
Chairman Martin

22nd October 2015

Mrs Lenore Sauer
58 Gahans Road
BUNDABERG QLD 4670

Dear Mrs Sauer

Annual Pension Amounts

You have requested that we commence a transition to retirement pension for you from M & L Sauer Super Fund.

Under superannuation legislation, your pension must be within a minimum of 4% and maximum of 10% of your account balance. Below are the annual minimum and maximum amounts, both before and after tax and the pension tax offset:

	Minimum	Maximum
Before Tax & Tax Offset	\$760.00	\$2,700.00
After Tax & Tax Offset	\$760.00	\$2,700.00

Until you meet a condition of release, your annual pension amount must fall within these limits. Accordingly, please confirm in writing your desired annual pension amount before tax.


Note that the annual minimum and maximum pension amounts are recalculated each year based on your account balance. Accordingly, we will write to you shortly after 1 July next year advising of the revised pension amounts.

Please also advise if you would like your annual pension amount paid periodically (monthly, quarterly, etc).

Should you wish for your pension payments to be made direct to your bank account, please provide your bank account details, including account name, bank, branch address, BSB number and account number.

Should you have any queries, please contact us on (07) 4152 4677.

Yours faithfully


.....
Martin Sauer
Trustee

23rd October 2015

The Trustees
M & L Sauer Super Fund
58 Gahans Road
BUNDABERG QLD 4670

Dear Sir/Madam

Annual Pension Amount

In response to your letter dated 22nd October, I would like to receive an annual pension amount of \$760.00 before tax.

I confirm that I would like to take this payment as required over this financial year and will ensure that more than the minimum payment and no more than the maximum payment is taken by 30 June 2016. I would like my pension to be paid into my bank account. My account details are:

Account Name: MARK SAUER
Bank: NAB
Branch Address: 168 BOURBON ST BBERG,
BSB Number: 084 571
Account Number: 50865 1875

Yours faithfully

✕ L. H. Sauer
Lenore Sauer

**MINUTES OF MEETING OF MARTIN AND LENORE AS TRUSTEE FOR
M & L SAUER SUPER FUND
HELD AT 58 GAHANS ROAD, BUNDABERG QLD 4670
ON THE 24TH DAY OF OCTOBER 2015**


PRESENT: Martin Sauer (Chairman)
Lenore Sauer

PENSION PAYMENTS: The Trustee tabled a letter from Lenore advising of their desired pension income of \$760.00.

The member has advised that she will take this payment as required over the next year and will ensure that at least the minimum payment and no more than the maximum payment is taken by 30 June 2016.

CALCULATIONS: The Trustee is to request the superannuation fund's accountants to calculate the annual after tax pension payable.

Signed as a true record.


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Chairman Martin