

1 July 2014

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

Dear Sir/Madam,

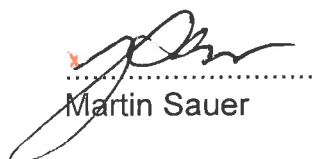
Commutation of Pension

I request the following to be carried out on my behalf:

1. Commute the balance of my pension account to an accumulation account.
2. Once commuted, I then wish to commence a new account based pension. I advise that I am fully retired and have met a condition of release.

Thank you for your assistance.

Yours faithfully


.....
Martin 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 1ST DAY OF JULY 2014**

PRESENT: Lenore Sauer (Chairman)
Martin Sauer

PENSION: The Trustee resolved to commute the pension accounts of Mr Martin Sauer in accordance with a letter received dated 1st July 2014.

After the commutation, the balance is to be used to commence a new account based pension. As the member has met a cashing restriction there is no maximum restrictions on what can be drawn as a pension only a minimum requirement of 5% which is required to be withdrawn from the members account balance.


CASHING RESTRICTION: The Trustee noted that the member, having permanently retired from work, was entitled to access all of their benefits.

TRUST DEED: The Trustee noted that the commutation of an allocated pension and commencement of an account based pension **were allowed** under the fund's trust deed.

PAPERWORK: The Trustee resolved to request the superannuation fund's accountant to assist in the completion of forms and other paperwork associated with the commutation and recommencement of an account based pension.

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

Signed as a true record.


.....
Chairman

2nd July 2014

Mr Martin Sauer
58 Gahans Road
BUNDABERG QLD 4670

Dear Mr Sauer

Commencement of Account Based Pension

You have requested that we commence an account based pension for you from the M & L Sauer Super Fund.

Under superannuation legislation, your pension must be above a minimum amount as a percentage of your account balance. The minimum amount based on your age, is 5% of your account balance. Below are the annual minimum amounts, both before and after tax and the pension tax offset:

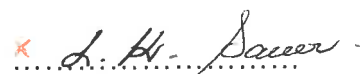
	Minimum
Before Tax & Tax Offset	\$38,900
After Tax & Tax Offset	\$38,900

As there is no restriction on the amount that you may draw from your account, you may draw any amount above this minimum limit during the course of the year. Accordingly, if you wish to increase your desired annual pension amount please advise in writing your new pension amount before tax and tax offset.

Note that the annual minimum and maximum pension amounts are recalculated each year. Accordingly, we will write to you shortly after 1 July next year advising of the change in the minimum and maximum pension payment.

Should you have any queries, please contact us on (07) 4152 6777.

Yours faithfully



Lenore Sauer
Trustee

1 July 2014

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

Dear Sir/Madam,

Commutation of Pension

I request the following to be carried out on my behalf:

1. Commute the balance of my pension account to an accumulation account.
2. Once commuted, I then wish to commence a Transition to Retirement pension. I advise that I have not yet met a condition of release and am eligible to take advantage of the Transition to Retirement option.

Thank you for your assistance.

Yours faithfully

A handwritten signature in cursive script, appearing to read "L. H. Sauer", written in black ink. A small red asterisk is visible at the beginning of the signature.

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 1ST DAY OF JULY 2015**

PRESENT: Martin Sauer (Chairman)
Lenore Sauer

PENSION: The Trustee resolved to commute the pension accounts of Mrs Lenore Sauer in accordance with a letter received dated 1st July 2014.

After the commutation, the balance is to be used to commence a new transition to retirement pension. As the member has not met a cashing restriction there is a minimum requirement of 4% and maximum requirement of 10% which is required to be withdrawn from the members account balance.

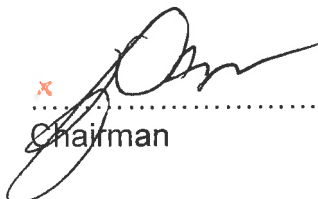
CASHING RESTRICTION: The Trustee noted that the member, being aged over 59 and not meeting a condition of release, was eligible for the Transition to Retirement option.

TRUST DEED: The Trustee noted that the commutation of an allocated pension and commencement of a Transition to Retirement pension **were allowed** under the fund's trust deed.

PAPERWORK: The Trustee resolved to request the superannuation fund's accountant to assist in the completion of forms and other paperwork associated with the commutation and recommencement of an account based pension.

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

Signed as a true record.


.....
Chairman

2nd July 2014

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 the 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	\$30,900	\$77,200
After Tax & Tax Offset	\$30,900	\$77,200

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.

Should you have any queries, please contact us on 0417 988 192.

Yours faithfully


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Martin Sauer
Trustee

23rd April 2015

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

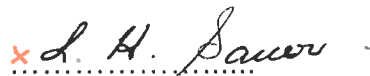
Dear Sir/Madam

Commencement of Pension

Please convert my entire balance of \$807.00 into a Transition to Retirement pension.

I advise that I am aged 62 and have not met a preservation cashing condition and am eligible to take advantage of the Transition to Retirement option.

Yours faithfully

 x *L. H. Sauer*

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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 27th DAY OF JANUARY 2015**

PRESENT: Martin Sauer (Chairman)
Lenore Sauer

PENSION: The Trustee resolved to commence a transition to retirement pension from 23rd April 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, consisting of a large 'A' followed by a cursive 'O' and a wavy line. A small red 'x' is positioned to the left of the signature.
.....
Chairman

24th April 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	\$10.00	\$80.00
After Tax & Tax Offset	\$10.00	\$80.00

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

26th April 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 24th April 2015, I would like to receive an annual pension amount of \$10.00 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 2015. I would like my pension to be paid into my bank account. My account details are:

Account Name:
Bank:
Branch Address:
BSB Number:
Account Number:

Yours faithfully

x d. M. 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 27TH DAY OF APRIL 2015**

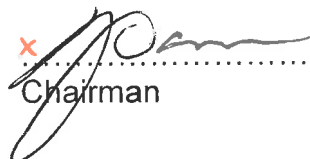
PRESENT: Martin Sauer (Chairman)
Lenore Sauer

PENSION PAYMENTS: The Trustee tabled a letter from Lenore advising of their desired pension income of \$10.00.

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 2015.

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