

1 July 2015

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

Dear Sir/Madam,

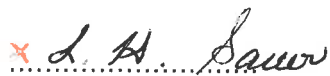
Commutation of Pension

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


.....
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 2015.

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met a cashing restriction there is a minimum requirement of 4% and maximum requirement of 10% which is required to be withdrawn from the members account balance.

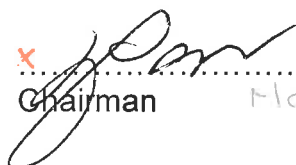
**CASHING
RESTRICTION:** The Trustee noted that the member, being aged over 59 and not meeting a condition of release, was eligible for the Transition to Retirement option.

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 Martin

2nd July 2015

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:

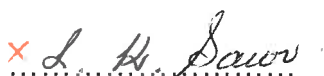
	Minimum
Before Tax & Tax Offset	\$38,900
After Tax & Tax Offset	\$38,900

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