

1 July 2015

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

Dear Sir/Madam,

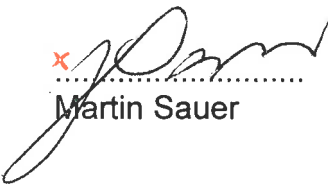
Commutation of Pension

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 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 2015**

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 2015.

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is no maximum restrictions on what can be drawn as a pension only a minimum requirement of 5% which is required to be withdrawn from the members account balance.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.

X *L. H. Sauer*
.....
Chairman *Lenore*

2nd July 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 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	\$31,260	\$78,130
After Tax & Tax Offset	\$31,260	\$78,130

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