

CONSENT TO ACT AS TRUSTEE


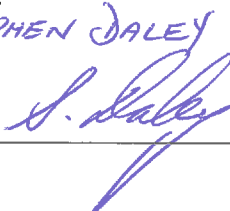
I/This Company: Paul Milton Burgis
of 23 Brisbane Street, Bowen
("the Declarant")

HEREBY DECLARE and STATE as follows:-

1. The Declarant is not disqualified from acting as a Trustee of a Superannuation Fund under the Superannuation Industry (Supervision) Act 1993.
2. The Declarant hereby consents to act as a Trustee for the P & T Burgis Superannuation Fund to be established on 27th November, 2013 as represented in the proposed Superannuation Fund Trust Deed in which the Declarant and Tammi Burgis are shown as Trustees.
3. The Declarant hereby declares that the proposed Superannuation Fund Trust Deed described in paragraph 2 above will be executed by the Declarant as a Trustee.
4. The Declarant hereby states that it will administer the proposed Superannuation Fund in accordance with the terms and conditions set out in the said Trust Deed and with the provisions of the Superannuation Industry (Supervision) Act 1993.
5. The Declarant undertakes to advise in writing the Australian Taxation Office and any other Trustee of the proposed Superannuation Fund should the Declarant for any reason become disqualified from acting as Trustee of a superannuation fund.

DATED: 27th November, 2013

SIGNED, SEALED and DELIVERED by the
said PAUL MILTON BURGIS in the
presence of:

STEPHEN DALEY
 

}  

Accepting contributions and paying a benefit

I understand that I can only accept contributions and pay benefits (pensions or lump sums) to members or their beneficiaries when the conditions specified in the law and the fund's governing rules (including its trust deed) have been met.

Administration

I understand that the trustees of the fund must:

- ★ keep and retain for at least 10 years
 - ★ minutes of all trustee meetings at which matters affecting the fund were considered (this includes investment decisions and decisions to appoint members and trustees)
 - ★ records of all changes of trustees, including directors of the corporate trustee
 - ★ each trustee's consent to be appointed as a trustee of the fund or a director of the corporate trustee, and
 - ★ all trustee declarations
- ★ ensure that the following are prepared and retained for at least 5 years
 - ★ a statement of financial position
 - ★ an operating statement, and
 - ★ accounts and statements that correctly record and explain the transactions and financial position of the fund
- ★ notify the Tax Office within 28 days of any changes in
 - ★ trustees, directors of the corporate trustee or members of the fund
 - ★ fund name
 - ★ details of the contact person, contact phone and facsimile numbers, and
 - ★ the postal address, registered address, or address for service of notices for the fund
- ★ notify the Tax Office in writing as soon as practicable (not later than 28 days) after becoming aware that the fund has ceased to be a self managed superannuation fund or ceased to exist
- ★ ensure that an approved auditor is appointed to audit the fund for each income year and provide that auditor with documents as requested, and
- ★ lodge the fund's annual return by the due date.

DECLARATION

By signing this declaration I acknowledge that I understand my duties and responsibilities as a trustee or director of the corporate trustee of the self managed superannuation fund named on this declaration (or if the fund's name changes, that name). I understand that:

- ★ I must ensure this document is retained for at least 10 years or while I remain a trustee or director of the corporate trustee (whichever is longer) and if I fail to do this, penalties may apply, and
- ★ I may have to make this document available for inspection by a member of staff of the Tax Office and if I fail to do this, penalties may apply.

Trustee's or director's name:

Paul Milton Burgis

Trustee's or director's signature:



Date

15/12/2013

Witness' name (witness must be over the age of 18 years):

STEPHEN DALEY

Witness' signature:



Date

15/12/2013