

# MINUTES OF MEETING

**PJ Matthews Pty Ltd**  
**ACN: 619 141 221**

**MINUTES OF FIRST MEETING OF DIRECTORS AND INITIAL MEMBERS  
OF PJ Matthews Pty Ltd  
HELD AT 19 FAIRPARK RTT, LANDSDALE, WA 6065  
ON 16 May 2017.**

**PRESENT:** Peter John Matthews

**REGISTRATION OF COMPANY:** The Chairperson reported that all matters regarding the registration of the Company had been attended to and produced to the Meeting the Application for Registration as an Australian Company filed with ASIC in respect of the Company as well as the Certificate of Registration for the Company dated **16 May 2017**.

**OFFICERS:** **NOTED** that Peter John Matthews was appointed Director of the Company upon registration.  
Peter John Matthews was appointed Secretary of the Company upon registration.

**INITIAL MEMBERS:** **NOTED** that Peter John Matthews became the Initial Member(s) of the Company upon incorporation.

**REGISTERED OFFICE:** **RESOLVED** that the registered office of the Company be at 19 FAIRPARK RTT, LANDSDALE, WA 6065

**SHARES:** The Director(s) was/were instructed to record the name of the Initial Members in the register of members of the Company and to issue a share certificate to the Initial Member in accordance with the Company's Application for Registration as an Australian Company.

**ADOPTION OF CONSTITUTION:** **RESOLVED** that the Constitution tabled at this Meeting be signed by the Initial Members and adopted as the constitution of the Company.

**AUDITORS:** **RESOLVED** that no auditors be appointed for the time being.

**CLOSURE:** There being no further business the meeting closed.

**Chairperson:**



**Peter John Matthews**

**Dated:** 16/05/2017

# APPOINTMENT OF PUBLIC OFFICER

**PJ Matthews Pty Ltd**  
ACN: 619 141 221

**Date:** 16 May 2017

**Present:** Peter John Matthews of 19 FAIRPARK RTT, LANDSDALE, WA 6065

**Held at:** 19 FAIRPARK RTT, LANDSDALE, WA 6065

**Chairperson:** Peter John Matthews

**Quorum:** The Chairperson noted that a quorum was present at the meeting of Directors to pass the proposed resolution.

**Appointment of Public Officer** The Chairperson advised that Peter John Matthews had consented to be appointed as Public Officer on 16 May 2017 of the Company and this consent is for the purpose of the Income Tax Assessment Act 1936 (as amended from time to time) (Act).

**IT WAS RESOLVED that:**

1. Peter John Matthews be appointed as Public Officer of the Company;
2. This appointment will be effective commencing the closing of this meeting;
3. this appointment is for the purposes of the Act; and
4. The Australian Taxation Office has been notified of such appointment

**Meeting Closed** There being no further business the meeting was declared closed. Signed as a true and correct record.

Specimen Signature:



**Peter John Matthews**

Dated: 16/05/2017

Director Signature:



**Peter John Matthews**

Dated: 16/05/2017

## CONSENT TO ACT AS A DIRECTOR

**PJ Matthews Pty Ltd - ACN: 619 141 221**

**Full name:** Peter John Matthews  
**Date of birth:** 4 November 1960  
**Place of birth:** Christchurch, New Zealand  
**Address:** 19 FAIRPARK RTT,  
LANDSDALE, WA, 6065

consents to act as a DIRECTOR of the  
forementioned company.

**Signed:**



**Peter John Matthews**

**Dated:** 16 / 05 / 2017 .

## CONSENT TO ACT AS A SECRETARY

**PJ Matthews Pty Ltd**  
**ACN: 619 141 221**

Full name: **Peter John Matthews**  
Date of birth: **4 November 1960**  
Place of birth: **Christchurch, New Zealand**  
Address: **19 FAIRPARK RTT,  
LANDSDALE, WA, 6065**

consents to act as a **SECRETARY** of  
the forementioned company.

**Signed:**



**Peter John Matthews**

**Dated:** 16/05/2017.

# REGISTER OF OFFICERS

PJ Matthews Pty Ltd - ACN: 619 141 221

Date of appointment	Date of resignation	Full name	Residential address	Place of Birth	Date of Birth	Role(s)
16 May 2017		Peter John Matthews	19 FAIRPARK RTT, LANDSDALE, WA, 6065	Christchurch, New Zealand	4 November 1960	DIR, SEC

## CONSENT TO BE A MEMBER AND HOLD SHARES

**PJ Matthews Pty Ltd**

**ACN: 619 141 221**

I, Peter John Matthews of 19 FAIRPARK RTT, LANDSDALE, WA 6065 hereby consent to become a MEMBER and agree to take up the following SHARES for the forementioned company:

<b>Number of Shares:</b>	100
<b>Class of Shares:</b>	ORD
<b>Amount Paid per Share (\$):</b>	\$1.00
<b>Amount Unpaid per Share (\$):</b>	\$0.00

**Signed:**

  
\_\_\_\_\_  
Peter John Matthews

**Dated:** 16 / 05 / 2017.

# SHARE CERTIFICATE #1

**PJ Matthews Pty Ltd**  
**ACN: 619 141 221**

Shareholder(s):

**Peter John Matthews**

Address

**19 FAIRPARK RTT,  
LANDSDALE, WA, 6065**

is/are the registered holder(s)  
of **100 ORD Shares**  
(serial numbers 1 - 100 inclusive)  
in the forementioned company.

\$0.00 remains unpaid per share.

**Signed:**



**Peter John Matthews**

**Dated:** 16 / 05 / 2017.

# REGISTER OF MEMBERS

P J Matthews Pty Ltd - ACN: 619 141 221

Date	Member	Number of shares	Class	Share Serial Numbers	Cert #	\$ unpaid per share	\$ paid per share	Fully Paid	Beneficially held
16 May 2017	Peter John Matthews	100	ORD	1 - 100	1	\$0.00	\$1.00	Yes	Yes



## RESOLUTION TO OPEN A BANK ACCOUNT

**PJ Matthews Pty Ltd**  
**ACN: 619 141 221**

**Present:** Peter John Matthews of 19 FAIRPARK RTT, LANDSDALE, WA 6065

**Held at:** 19 FAIRPARK RTT, LANDSDALE, WA 6065

**Chairperson:** Peter John Matthews

**Quorum:** The Chairperson noted that a quorum was present at the meeting of Directors to pass the proposed resolution.

**Resolution:** **IT WAS RESOLVED** that the Company open a bank account with:

.....  
Please print name of financial institution

**Meeting Closed** There being no further business the meeting was declared closed. Signed as a true and correct record.

**Signed:**



**Peter John Matthews**

**Dated:**

16/5/2017

