

Trust Deed and Articles  
of  
Wayne and Jennifer Watters  
SMSF

I certify this to be a true copy of the document  
shown and reported to me as the original.

Dated: 28/10/16

*Paul Birch*

Paul Birch

A Justice of the Peace in and for the State of  
New South Wales - JP Registration No. 216923

A Pension Fund

THIS TRUST DEED is made on the Date of this Deed specified in the Schedule.

**TRUSTEE:**

The party named as the Trustee in the Schedule ("the Trustee")

**RECITALS:**

- A. This Deed contains the governing rules of an indefinitely continuing superannuation fund ("the Fund") known by the name specified in the Schedule.
- B. This Deed requires that:
  - (i) the Fund have the sole or primary purpose of providing Old-Age Pensions and may also have the ancillary purpose of providing other Benefits described in this Deed; or
  - (ii) the Fund have a Corporate Trustee as the Trustee of the Fund.
- C. The Trustee has consented to act as the Trustee of the Fund.
- D. This Deed reflects the intention of the Trustee that the Fund operate as an Australian complying regulated self-managed superannuation fund and comply with the Act in order that the Fund is eligible for Concessional Taxation Treatment.

**EXECUTION**

**EXECUTED** as a deed

**EXECUTED BY**

Wayne and Jennifer Watters SMSF Pty Ltd  
(ACN 615417288) IN ITS CAPACITY  
AS TRUSTEE  
Under Section 127(1) of the Corporations Act 2001

  
\_\_\_\_\_  
Director  
Jennifer Irene Watters

  
\_\_\_\_\_  
Director  
Wayne Arthur Watters

**Schedule**

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**Particulars of the Fund**

**Date of this Deed**

October 18, 2016

**Trustee**

Wayne and Jennifer Watters SMSF Pty Ltd  
(ACN 615417288)

Level 17, 2 Chifley Square, SYDNEY, New South Wales

**Name of Fund**

Wayne and Jennifer Watters SMSF.

**Commencement Date  
of the Fund**

October 18, 2016

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## THIS DEED WITNESSES:

### 1. DEFINITIONS

#### 1.1 Defined Terms in this Deed

In this Deed, unless the context otherwise requires:

**"Account"** means any account established and maintained by the Trustee under this Deed for administering the Fund on behalf of the Members, and includes any Accumulation Account, Reserve Account, Income Account, or Pension Account, as described in this Deed.

**"Account-Based Pension"** means a pension that meets the definition and standards of an account-based pension prescribed by the SIS Regulations, and specifically Regulations 1.03(1) and 1.06(9A).

**"Act"** means:

- (a) Co-contribution Act;
- (b) Corporations Act;
- (c) Family Law Act;
- (d) Income Tax Act;
- (e) Privacy Act;
- (f) RSA Act;
- (g) SGA Act;
- (h) SIS Act;
- (i) Social Security Act;
- (j) SSA Act;
- (k) Trustee Act;
- (l) Unclaimed Money Act;
- (m) all amendments, other legislation relating to, and regulations made under, the abovementioned Acts; and
- (n) any other law of the Commonwealth of Australia or State or Territory of Australia (including, where applicable, any declaration, determination, ruling or guideline made by any Responsible Authority) with which the Fund or the Trustee must comply in order to obtain and maintain Concessional Taxation Treatment or any other concession in respect of the Fund or that relates to superannuation or any Benefit provided under this Deed.

**"Allocated Pension"** means a pension that meets the definition and standards of an allocated pension under the SIS Regulations, and specifically Regulations 1.06(4) and 1.07A.

**"Approved Superannuation Entity"** means any superannuation entity, annuity, RSA, eligible rollover fund, eligible non-resident non-complying superannuation fund, or any other superannuation fund or benefit arrangement, into which or from which assets can be transferred into or from the Fund, without contravening the Act.

**"Auditor"** means a person who is an approved auditor, and appointed by the Trustee to be the auditor of the Fund.

**"Australian complying regulated self managed superannuation fund"** means a trust or fund that is a:

- (a) superannuation fund within the meaning of section 10 of the SIS Act;
- (b) regulated superannuation fund within the meaning of section 19 of the SIS Act;
- (c) self managed superannuation fund within the meaning of section 17A of the SIS Act;
- (d) complying superannuation fund within the meaning of section 45 of the SIS Act; and
- (e) Australian superannuation fund within the meaning given by section 295-95 of the Income Tax Act.

**"Balance Date"** means 30 June in each year or any other date that the Trustee determines to be the balance date of the Fund for accounting purposes in any year.

**"Beneficiary"** means a Member, Dependant or any other person who is entitled to be paid a Benefit from the Fund.

**"Beneficiary Nomination"** means a Three Year Binding Nomination; a Non-lapsing Binding Nomination; a Beneficiary Statement of Wishes; or any other form of written nomination given by a Member to the Trustee stating how the Member directs or wishes the Trustee to pay all or part of the Member's Benefit on the Member's death to one or more nominated recipients and, subject to the requirements of this Deed, may include a direction by the Member to the Trustee to pay or apply all or part of the Death Benefit:

- (a) as to any specific amounts or proportions of the Death Benefit; or
- (b) as to the order of priority between or to nominated recipients; or
- (c) as to any requirement for the recipients to have survived the Member by a specified number of days; or
- (d) as to any specific Fund assets by transfer in-specie subject to clause 58; or
- (e) as to any type of Pension or Superannuation Lump Sum; or
- (f) as to any combination of (a) to (e) inclusive.

**"Beneficiary Statement of Wishes"** means any written nomination howsoever called given by a Member to the Trustee stating how the Member wishes the Trustee to pay all or part of the Member's Benefit on the Member's death.

**"Benefit"** means any amount which is, or may become payable, by the Trustee to a Beneficiary as a benefit from the Fund under this Deed, subject to the Trustee being satisfied of the Beneficiary's entitlement to receive the benefit under the Act.

**"Child Contribution"** means a payment to the Fund made as a contribution on behalf of a Member by a parent, grandparent or other relative of that Member, and permitted by the Act.

**"Co-contribution Act"** means the Superannuation (Government Co-contribution for Low Income Earners) Act 2003.

**"Commencement Date"** means the date of commencement of the Fund specified in the Schedule.

**"Concessional Contributions Cap"** has the meaning given by section 292-20 of the Income Tax Act.

**"Concessional Taxation Treatment"** means any and all of the concessions that are available under the Income Tax Act relating to superannuation and in respect of:

- (a) Contributions accepted by the Fund;
- (b) income and earnings derived from the investments of the Fund;
- (c) Benefits paid out of the Fund; and
- (d) any other matter concerning the Fund, Trustee or Beneficiaries as governed under this Deed.

**"Contribution"** means a gross payment to the Fund (prior to deduction of any Taxation payable in respect of the payment) made as a contribution by or on behalf of a Member in accordance with this Deed or payment that is otherwise permitted as, or deemed to be, a contribution by the Act, and includes amounts which are transferred or rolled over to the Fund from an Approved Superannuation Entity.

**"Corporate Trustee"** means a Trustee that is a company incorporated under the Corporations Act and which company complies with any relevant requirement of the Act.

**"Corporations Act"** means the Corporations Act 2001 (Cth).

**"Deed"** means this Trust Deed as amended from time to time and includes any schedule, annexure or appendix to this Trust Deed.

**"Dependant"** means in relation to a Member (whether living or deceased) any of the following persons:

- (a) the spouse, widow or widower of the Member;
- (b) a child of the Member including a child of the Member born after the death of the Member;
- (c) a person who in the opinion of the Trustee is at the relevant time (or in the case of a deceased Member, was at the time of death of that Member) wholly or partially dependent on the Member for maintenance and support or who has or had at the relevant time a legal right to maintenance and support from that Member; or
- (d) a person who is, or was at the time of death of the Member, in an interdependency relationship with the Member as defined in the Act ; and

**PROVIDED THAT:**

(e) the person is a dependant as defined by the Act.

**"Directors"** means the directors of any Corporate Trustee or of any Employer, as the case requires, and **"Director"** means one of them.

**"Eligible Person"** means any individual who is:

- (a) Gainfully Employed;
- (b) a spouse, child, grandchild or relative of a Member; or
- (c) permitted to be a member of an Australian complying regulated self managed superannuation fund or to have Contributions made on behalf of that person without contravening the Act.

**"Employee"** means a person who is an employee within the meaning of section 12 of the SGA Act.

**"Employer"** means any employer or its associates as defined in the Income Tax Act of a Member.

**"Employer Contribution"** means a gross payment to the Fund made as an employer contribution on behalf of a Member by the Member's Employer.

**"Family Law Act"** means the Family Law Act 1975 (Cth).

**"Financial Year"** means a period of twelve months ending on the Balance Date.

**"Fixed Term Pension"** means a pension payable for a fixed term based on the life expectancy of the primary Pensioner or his or her Spouse that meets the standards prescribed by the SIS Regulations, and specifically Regulations 1.06(7) and 1.07B.

**"Flexi Pension"** means a pension (also known as a "commutable lifetime pension") that meets the standards prescribed by the SIS Regulations, and specifically Regulations 1.06(6) and 1.07B.

**"Gainfully Employed"** means in respect of a person, employed or self-employed for gain or reward in any business, trade, profession, vocation, calling, occupation or employment, and includes:

- (a) a person who is an Employee;
- (b) if the person has reached age 65, the person has been so employed or self-employed on at least a part time basis during the Financial Year, by having worked at least 40 hours in a period of not more than 30 consecutive days in that Financial Year; or
- (c) any other meaning of "Gainfully Employed" under the Act.

**"Government Contribution"** means a co-contribution under the Co-contribution Act or any other superannuation contribution made by the Commonwealth of Australia on behalf of a Member.

**"Income Tax Act"** means the Income Tax Assessment Act 1936 (Cth) and Income Tax Assessment Act 1997 (Cth).

**"Individual Trustee"** means a Trustee who is an individual, and if more than one, each of them.

**"Insurer"** means any insurer or assurer selected by the Trustee to obtain a Policy of Insurance under this Deed.

**"Investment Strategy"** means an investment strategy as required by the Act.

**"Legal Personal Representative"** means the executor of the will or administrator of the estate of a deceased person, the trustee of the estate of a person under a legal disability or a person who holds an enduring power of attorney granted by a person.

**"Lifetime Pension"** means a pension payable for the lifetime of the primary Pensioner that meets the standards prescribed by the SIS Regulations, and specifically Regulations 1.06(2) and 1.07B.

**"Market-Linked Pension"** means a market-linked pension (also known as a "Term Allocated Pension" or "Growth Pension") that meets the definition and standards prescribed by the SIS Regulations, and specifically Regulations 1.06(8) and 1.07C.

**"Member"** means a person admitted to membership of the Fund under this Deed and **"Membership"** means membership of the Fund.

**"Member Contribution"** means a gross payment to the Fund made by a Member as a contribution.

**"Nominated Beneficiary"** means a person nominated in writing by a Member as the desired recipient of a Benefit that is or becomes payable following the death of that Member provided the nominated person is either a Dependant or Legal Personal Representative of the deceased Member at the time of death.

**"Non-commutable Allocated Pension"** means a non-commutable allocated pension that meets the definition and standards prescribed by the SIS Regulations, and specifically Regulation 6.01(2).

**"Non-commutable Income Stream"** means a non-commutable income stream that meets the definition and standards prescribed by the SIS Regulations, and specifically Regulation 6.01(2).

**"Non-commutable Pension"** means a non-commutable pension (including pensions known as a "Non-commutable Market-Linked Pension" or a "Non-commutable Term Allocated Pension") that meets the definition and standards prescribed by the SIS Regulations, and specifically Regulation 6.01(2).

**"Non-concessional Contributions Cap"** has the meaning given by section 292-85 of the Income Tax Act.

**"Non-lapsing Binding Nomination"** means a written nomination howsoever called given by a Member to the Trustee directing how the Trustee is to pay all or part of the Member's Benefit on the Member's death, and which:

- (a) expressly indicates that the nomination does not lapse, expire or terminate merely by expiration of time; or

- (b) does not indicate that the nomination will lapse, expire, or terminate automatically on a specified date or upon expiration of a specified period from the date of the nomination.

**"Old-Age Pension"** means an old-age pension as defined by the Act and paragraph 51(xxiii) of the Constitution of the Commonwealth of Australia.

**"Pension"** means a Benefit that is provided by the Fund as a pension, reversionary pension, or superannuation income stream in accordance with the Act, and payable by instalments out of a Pension Account maintained for and on behalf of a Pensioner.

**"Pensioner"** means a Member who is in receipt of a Pension.

**"Permanent Incapacity"** in relation to a Member:

- (a) who has ceased to be Gainfully Employed, means ill-health (whether physical or mental), where the Trustee is reasonably satisfied that the Member is unlikely, because of the ill-health, to engage in Gainful Employment for which the Member is reasonably qualified by education, training or experience; or
- (b) if there is any applicable Policy of Insurance, has the meaning assigned to the term "Permanent Incapacity" (or the term "Total and Permanent Disability" or any other equivalent term) in that Policy of Insurance; or
- (c) means permanent incapacity as defined in the Act;

and **"Permanently Incapacitated"** has a corresponding meaning.

**"Policy of Insurance"** means any policy of insurance or assurance obtained by the Trustee on behalf of a Member for the life, endowment, term, disablement, trauma, accident or sickness of that Member or any other Member, including an individual policy, a group policy, and a policy under which the proceeds will be payable to the Trustee.

**"Prescribed Event"** means a condition of release or other event being satisfied in relation to a Member that entitles the Trustee to pay all or part of a Benefit to or in respect of the Member without contravening the Act.

**"Privacy Act"** means the Privacy Act 1988 (Cth).

**"Qualified Adviser"** means an accountant, auditor, barrister, solicitor, actuary, medical practitioner or other professional person who the Trustee considers is capable of giving advice in relation to any matter that concerns the Fund or this Deed.

**"Responsible Authority"** means the Australian Prudential Regulation Authority ("APRA"), Australian Securities and Investment Commission ("ASIC"), the Australian Taxation Office ("ATO"), the Commissioner of Taxation and any other government or statutory authority or office which is responsible for administering or regulating all or any part of the Act.

**"Responsible Officer"** means a director, secretary or executive officer of a Corporate Trustee.

**"Rollover Payment"** means any payment of a Member's Benefit rolled over by the Trustee within the Fund or to any other Approved Superannuation Entity or payment rolled over to the Trustee on behalf of a Member from any Approved Superannuation Entity.

**"RSA Act"** means the Retirement Savings Accounts Act 1997 (Cth).

**"SGA Act"** means the Superannuation Guarantee (Administration) Act 1992 (Cth).

**"SIS Act"** means the Superannuation Industry (Supervision) Act 1993 (Cth).

**"SIS Regulations"** means the Superannuation Industry (Supervision) Regulations 1994 (Cth).

**Social Security Act** means the *Social Security Act 1991* (Cth).

**"Spouse"** of a person means:

- (a) another person (whether of the same sex or a different sex) with whom the person is in a relationship that is registered under a law of a State or Territory prescribed for the purposes of section 22B of the Acts Interpretation Act 1901 (Cth) as a kind of relationship prescribed for the purposes of that section; or
- (b) another person who, although not legally married to the person, lives with the person on a genuine domestic basis in a relationship as a couple; or
- (c) any other person who is recognised by the Act as a spouse of the first-mentioned person.

**"Spouse Contribution"** means a gross payment made to the Fund as an eligible spouse contribution on behalf of a Member by a Spouse of that Member as permitted by the Act.

**"SSA Act"** means the Small Superannuation Accounts Act 1995 (Cth).

**"Superannuation Lump Sum"** means a Benefit that is not a superannuation income stream within the meaning of the Income Tax Act.

**"Taxation"** means any tax, surcharge, levy, impost or duty, that is paid or payable by, or allowable taxation deduction to, the Trustee on behalf of the Fund or any Member or any Beneficiary in respect of any Benefit, or any person in respect of any Contribution, including income tax, capital gains tax, payroll tax, land tax, goods and services tax and stamp duty.

**"Tax Saving Amount"** has the same meaning as in section 295-485 of the Income Tax Assessment Act 1997 (Cth).

**"Temporary Incapacity"** in relation to a Member:

- (a) who has ceased to be Gainfully Employed (including a Member who has ceased temporarily to receive any gain or reward under a continuing arrangement for the Member to be Gainfully Employed), means ill-health (whether physical or mental), that caused the Member to cease to be Gainfully Employed but does not constitute Permanent Incapacity; or
- (b) if there is any applicable Policy of Insurance, has the meaning assigned to the term "Temporary Incapacity" (or the term "Temporary Disability" or any other equivalent term) in that Policy of Insurance; or
- (c) means temporary incapacity as defined in the Act;

and **"Temporarily Incapacitated"** has a corresponding meaning.

**"Three Year Binding Nomination"** means any written nomination howsoever called given by a Member to the Trustee directing how the Trustee is to pay all or part of a Member's Benefit on the Member's death, and which expressly indicates that the nomination will lapse, expire, or terminate automatically on or before the expiration of a period which is three years from the date of the nomination.

**"Transition to Retirement Income Stream"** means a pension that meets the definition and standards of a transition to retirement income stream prescribed by the SIS Regulations, and specifically Regulations 1.06(9A) and 6.01(2).

**"Trustee"** means the party named as the Trustee in this Deed or any person who subsequently assumes the role of the trustee of the Fund under this Deed.

**"Trustee Act"** means the Trustee Act 1958 (Vic) or the equivalent legislation of any other State or Territory of Australia relating to trustees and which is applicable to the Trustee.

**"Unclaimed Money Act"** means the Superannuation (Unclaimed Money and Lost Members) Act 1999 (Cth).

## 1.2 Defined Terms in the Act

An expression used in this Deed which is defined in the Act and is not otherwise defined in this Deed, has the same meaning in this Deed unless the context otherwise requires.

## 2. INTERPRETATION

In this Deed, unless the context otherwise requires:

- (a) Headings and underlinings are for convenience only and do not affect the interpretation of this Deed;
- (b) A reference to the singular includes the plural and vice versa;
- (c) A reference to a gender includes any gender;
- (d) A reference to a natural person includes any company, partnership, joint venture, association, trust or other body corporate;
- (e) A reference to any thing includes a part of that thing;
- (f) A reference to a clause, party, annexure, exhibit or schedule is a reference to a clause of, and a party, annexure, exhibit and schedule to, this Deed;
- (g) A reference to any statute, regulation, proclamation, ordinance or by-law includes all statutes, regulations, proclamations, ordinances or by-laws varying, consolidating or replacing them, and a reference to a statute includes all regulations, proclamations, ordinances and by-laws issued under that statute;
- (h) A reference to a document includes an amendment or supplement to, or replacement or novation of, that document;
- (i) A reference to a party to any document includes that party's successors and permitted assigns;

- (j) A covenant or agreement on the part of two or more persons binds them jointly and individually;
- (k) A reference to "\$" or "Dollars" means the lawful currency of the Commonwealth of Australia.

### **3. FUND IS SUBJECT TO REQUIREMENTS OF THE ACT**

#### **3.1 Deemed Inclusion of Relevant Act Provisions**

This Deed must be read and construed as if all relevant requirements of the Act (including any relevant standards prescribed in the Act) with which the Fund or the Trustee must comply and all relevant discretions, powers, and authority conferred by the Act on the Trustee under which the Trustee may act, in order for the Fund:

- (a) to obtain and maintain the status of an Australian complying regulated self managed superannuation fund; and
- (b) to qualify for Concessional Taxation Treatment or any other relevant benefit or concession; and
- (c) to ensure that neither the Fund nor the Trustee becomes liable for any penalty or obligation for which they would not otherwise be liable;

are deemed to be included in this Deed.

#### **3.2 Trustee must Comply with Act**

To the extent that any relevant requirements of the Act impose obligations upon the Trustee in carrying out the role of Trustee of the Fund, the Trustee must comply with those obligations. Without limitation to foregoing, in relation to the Trustee's exercise of its powers, discretions, authority and obligations relevant to the management, administration and control of the Fund under this Deed:

- (a) the Trustee may do anything that it is permitted to do or not restricted from doing under the Act;
- (b) the Trustee must do everything that it is required to do under the Act in order to satisfy a relevant requirement of the Act; and
- (c) the Trustee must refrain from doing anything that it is prohibited from doing under the Act, or which would cause a breach of, or non-compliance with, a relevant requirement of the Act.

#### **3.3 Inconsistency between Deed and Act**

If there is any inconsistency between a provision of this Deed and a relevant requirement of the Act, the latter will prevail over the former to the extent of that inconsistency.

#### **4. GOVERNING LAW**

This Deed is governed by the laws of the State or Territory of Australia in which this Deed is executed and all interested persons accept the jurisdiction of the Courts of that State or Territory.

#### **5. TRUSTEE HOLDS FUND ON TRUST**

The Trustee must hold the Fund upon trust for the Beneficiaries subject to the trusts, powers, authorities, discretions and obligations contained in this Deed.

#### **6. COMPOSITION OF THE FUND**

The Fund consists of all cash, monies, investments and other property held by or on account of the Trustee under this Deed including:

- (a) Contributions made to the Fund under this Deed;
- (b) any other monies or assets (including Rollover Payments) paid or transferred to the Trustee under this Deed;
- (c) income arising from investments of the Fund;
- (d) any accretions to or profits arising from investments of the Fund;
- (e) any other distribution (from a family trust or otherwise), dividend or gift paid to and accepted by the Trustee as an accretion to the Fund;
- (f) the proceeds (including bonuses) of any Policy of Insurance received by the Fund; and
- (g) any other monies, property or investments which are or become held by or on account of the Trustee on the trusts of this Deed.

#### **7. ELECTION TO BE AUSTRALIAN COMPLYING REGULATED SELF MANAGED SUPERANNUATION FUND**

##### **7.1 Trustee must give Notice of Election**

The Trustee must, as soon as practicable after the Commencement Date (and within the prescribed period required by the Act), give to the relevant Responsible Authority a written notice signed by the Trustee, and in the form prescribed by the Act, irrevocably electing that the Act is to apply to the Fund.

##### **7.2 Pension Fund and/or Corporate Trustee**

At all times the Fund must have:

- (a) the sole or primary purpose of providing Old-Age Pensions (notwithstanding that the Fund may also provide other ancillary Benefits as specified in this Deed); or
- (b) a Corporate Trustee as the Trustee of the Fund.

### 7.3 **No Amendment to Change Purpose**

Notwithstanding any other provision in this Deed to the contrary, the Trustee must not make or allow to be made any amendment to this Deed which would have the effect, whether expressly or by implication, that the Fund no longer has or will not continue to have:

- (a) the sole or primary purpose of providing Old-Age Pensions; or
- (b) a Corporate Trustee.

### 7.4 **Fund to be "Australian Complying Regulated Self Managed Superannuation Fund"**

- (a) The Trustee intends that the Fund will maintain, and operate in a manner that satisfies, each of the elements of an Australian complying regulated self managed superannuation fund as defined in this Deed.
- (b) The Trustee must procure and ensure that any relevant requirements of the Act for an Australian complying regulated self managed superannuation fund are satisfied and complied with, including any requirement as to:
  - (i) the composition or structure of the Trustee, the Members or the relationship between them;
  - (ii) the acceptance of Contributions by or on behalf of Members; and
  - (iii) the ordinary location of the management and control of the Fund.

### 7.5 **Tax File Number, Australian Business Number and Goods & Services Tax**

If required by the Act, the Trustee must, as soon as practicable after the Commencement Date (and within any prescribed period required by the Act), make application on behalf of the Fund to the relevant Responsible Authority:

- (a) for a Taxation File Number (TFN);
- (b) for an Australian Business Number (ABN); and
- (c) if applicable, for registration for Goods & Services Tax (GST).

## **8. APPOINTMENT AND REMOVAL OF TRUSTEE**

### 8.1 **Structure of the Office of Trustee**

Subject to clause 7, the office of the Trustee must be held by:

- (a) Individual Trustees; or
- (b) a Corporate Trustee;

with the composition and structure of the Trustee satisfying the definition of a self managed superannuation fund under the Act.

## 8.2 Compliance with the Act

The appointment or removal of any person to or from the office of the Trustee and the composition of persons holding the office of Trustee must comply with the Act.

## 8.3 Members to Appoint and Remove Trustee

The Members by resolution:

- (a) may appoint or remove any person as an Individual Trustee or any company as a Corporate Trustee or any person as a Director of any Corporate Trustee by notice in writing given to that person or company provided that;
  - (i) in the case of an appointment, the person or company has consented in writing to the appointment and is not disqualified from so acting; and
  - (ii) in the case of a removal of a person who is an Individual Trustee or Director of a Corporate Trustee; that person does not vote on the proposed Members resolution for that person's removal; and
  - (iii) in the case of any resolution for an appointment or removal that is proposed to be made or made in the period after the death of a Member and prior to any Trustee resolution concerning the payment of the deceased Member's Death Benefit, the Legal Personal Representative of the deceased Member must have given prior written consent to the appointment or removal; and
- (b) must ensure that any vacancy in the office of the Trustee is filled in a manner and within the time required by the Act.

An Individual Trustee or Corporate Trustee or any Director of any Corporate Trustee must do all things necessary to implement and act in accordance with a notice of removal that it or he receives under this clause.

## 8.4 Cessation from Office of Individual Trustee or Responsible Officer of Corporate Trustee

A person ceases to hold the office of an Individual Trustee or to hold the office of Responsible Officer of a Corporate Trustee:

- (a) upon the resignation of that person by notice in writing given to all other Individual Trustees or Directors of a Corporate Trustee, as the case may be;
- (b) upon the removal of that person under clause 8.3 by notice in writing given to that person;
- (c) upon that person becoming disqualified within the meaning of the Act;
- (d) upon that person being replaced by his attorney holding an enduring power of attorney granted by that person, subject to clause 8.10
- (e) upon the person suffering a legal disability, subject to clause 8.11;
- (f) upon the death of that person, subject to clause 8.12;

- (g) upon that person committing an act of bankruptcy or being declared a bankrupt or entering into any arrangement or composition with that person's creditors or becoming an insolvent under administration under or pursuant to the Bankruptcy Act 1966 (Cth) or any other law of the Commonwealth of Australia relating to insolvency;
- (h) upon that person being convicted of a criminal offence in respect of dishonest conduct; or
- (i) where a civil penalty order as defined by the Act is made in relation to the person.

#### 8.5 **Cessation from Office of Corporate Trustee**

A company ceases to hold the office of a Corporate Trustee:

- (a) upon the resignation of the company as Corporate Trustee by notice in writing given to the Members;
- (b) upon the removal of that company as Corporate Trustee under clause 8.3 by notice in writing given to the company;
- (c) upon the company being disqualified from holding office as Corporate Trustee within the meaning of the Act;
- (d) upon the appointment of a receiver, receiver and manager, official manager, administrator, agent for a mortgagee, provisional liquidator or liquidator in respect of its property or the approval by a court of a scheme of arrangement providing for its dissolution, or it entering into any other form of insolvency administration; or
- (e) where a Responsible Officer of the company has been disqualified from holding office pursuant to clause 8.4 or pursuant to any requirement of the Act at all times during the immediately preceding period of 28 days.

#### 8.6 **Trustee may be a Member**

An Individual Trustee or Responsible Officer of a Corporate Trustee is not disqualified from also being a Member or from exercising rights or deriving any Benefit as a Member.

#### 8.7 **Consent to Appointment**

A person must not be appointed as an Individual Trustee or Director of a Corporate Trustee unless the person has consented in writing to the appointment.

#### 8.8 **Continuity of Office**

A person who ceases to be an Individual Trustee or who is a Director of a company that ceases to be a Corporate Trustee must do everything reasonably necessary or required of that person to vest the Fund in the new or remaining Trustee and to deliver all records and other books in that person's possession or control to the new or remaining Trustee.

## 8.9 Trustee Declaration of Obligations and Responsibilities

- (a) A person must within 21 days after being appointed as an Individual Trustee or Director of a Corporate Trustee sign a declaration in the approved form under section 104A of the SIS Act that the person understands his or her duties as an Individual Trustee or Director of a Corporate Trustee ("Declaration").
- (b) A person who is an Individual Trustee or Director of a Corporate Trustee must ensure that any person subsequently appointed as an Individual Trustee or Director of a Corporate Trustee signs a Declaration
- (c) Declarations made under this clause are to be:
  - (i) retained for so long as is relevant and in any case for at least 10 years; and
  - (ii) available for inspection by the relevant Responsible Authority upon request.

## 8.10 Legal Personal Representative of Member under Enduring Power of Attorney

If a person is a Legal Personal Representative of a Member because the person holds an enduring power of attorney granted by the Member, then the Trustee may appoint that person, and the Trustee must on written request by the person to the Trustee, appoint that person, to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be, in place of that Member during the period that the person holds the enduring power of attorney granted by the Member. The appointment is subject to the person consenting to act under clause 8.7 and not being disqualified within the meaning of the Act.

## 8.11 Legal Personal Representative of Member with a Legal Disability

- (a) If a Member is under a legal disability, the Legal Personal Representative of that Member may be appointed, and on written request by that Legal Personal Representative to the Trustee, must be appointed, to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be, in place of that Member during the period of the Member's legal disability. At the end of that period, a Legal Personal Representative so appointed will cease to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be.
- (b) If a Member is under a legal disability because of age, and does not have a Legal Personal Representative, a parent or guardian of that Member may be appointed and hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be, in place of that Member during the period of the Member's legal disability because of age. At the end of that period, the parent or guardian so appointed will cease to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be.
- (c) If the Member is the sole Director and sole shareholder of a Corporate Trustee, and the Member cannot manage the Corporate Trustee because of the Member's mental incapacity, the Legal Personal Representative of the Member may self-appoint the Legal Personal Representative to be a Director of the Corporate Trustee in accordance with this clause 8.11 and section 201F(2) of the Corporations Act.

## 8.12 Legal Personal Representative of Deceased Member

- (a) If a Member who is an Individual Trustee or Director of a Corporate Trustee dies, the Trustee:
  - (i) may appoint the Legal Personal Representative of the deceased Member; and
  - (ii) must on written request by that Legal Personal Representative to the Trustee,

appoint that Legal Personal Representative to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be, in place of that deceased Member during the period commencing on or after the date of death and ending on the date on which a Death Benefit commences to be payable from the Fund in respect of that Member.

- (b) At the end of that period, the Legal Personal Representative will cease to hold office as an Individual Trustee or Director of a Corporate Trustee, as the case may be.
- (c) The appointment is subject to the Legal Personal Representative consenting to act under clause 8.7 and not being disqualified within the meaning of the Act.
- (d) If the deceased Member was the sole Director and sole shareholder of a Corporate Trustee, the Legal Personal Representative of the deceased Member may self-appoint the Legal Personal Representative to be a Director of the Corporate Trustee in accordance with this clause 8.12 and section 201F(2) of the Corporations Act.

## 9. PROCEEDINGS OF TRUSTEE

### 9.1 Meetings

- (a) The Trustee may meet, adjourn and regulate its meetings as the Trustee sees fit.
- (b) In the case of a Corporate Trustee, if the terms of its Constitution are inconsistent with the terms of this Deed, the terms of this Deed will prevail to the extent of the inconsistency.
- (c) Without limiting the foregoing, any Individual Trustee or Director of a Corporate Trustee may call a meeting by giving at least 14 days notice in writing to each other Individual Trustee or Director of a Corporate Trustee specifying:
  - (i) the date, time and place for the meeting;
  - (ii) the agenda and proposed resolutions for the meeting.

### 9.2 Quorum for Meeting of Trustee

- (a) A meeting of the Trustee must only exercise any powers or discretions exercisable by the Trustee under this Deed if a Quorum is present.
- (b) The Quorum is the number of persons representing:
  - (i) at least 66% in number of:

- (A) in the case of a Corporate Trustee, the total number of Directors of the Corporate Trustee; and
  - (B) in the case of Individual Trustees, the total number of Individual Trustees; and
- (ii) at least a majority in value of the aggregate of all Member account balances in the Fund.

### 9.3 **Passing of Resolutions at Meetings**

- (a) All matters affecting the Fund arising at a meeting of the Trustee must be determined by resolution. Subject to clause 9.8(c), no resolution will be effective unless carried by a simple majority, or if the Act requires a particular majority, by that majority.
- (b) A written resolution signed by a Chairperson of the Trustee will be prima facie evidence of an effective resolution passed at a meeting of the Trustee duly convened and held.
- (c) A copy of that written resolution must be given to each Individual Trustee or Director of a Corporate Trustee, as the case may be, who was not present at the meeting at which that resolution was passed as soon as reasonably practicable after that resolution is made.

### 9.4 **Attendances at Meeting when not present in Person**

An Individual Trustee or a Director of a Corporate Trustee may participate in a meeting of the Trustee without attending the meeting in person by means of any suitable and appropriate communications equipment provided that all persons participating in the meeting can hear each other. Participation in this way will be deemed to constitute presence in person at the meeting.

### 9.5 **Circular Resolutions**

A written resolution signed by all Individual Trustees or by all Directors of a Corporate Trustee will be deemed to be a resolution duly made by the Trustee on the date that the resolution is signed by the last of the Individual Trustees or the last of the Directors of the Corporate Trustee, as the case may be.

### 9.6 **Appointment of Chairperson**

- (a) The Trustee may, by resolution, appoint an Individual Trustee or a Director of a Corporate Trustee, as the case may be, to be the Chairperson of the Trustee.
- (b) The Chairperson will hold office until:
  - (i) he retires as Chairperson by written notice given to the Trustee;
  - (ii) he ceases to be an Individual Trustee or a Director of a Corporate Trustee; or

- (iii) he is removed as Chairperson by a written notice given to him pursuant to a resolution passed by the Trustee.

#### 9.7 Chairperson's Duty

The Chairperson may act as Chairperson of each meeting of the Trustee at which he is present. If the Chairperson is not present in person at a meeting, or if at the time of a meeting there is no Chairperson, a person shall be appointed by a resolution of the Trustee to act as Chairperson of that meeting.

#### 9.8 Voting Entitlement

- (a) Each person holding office as an Individual Trustee or as a Director of a Corporate Trustee has one vote on any question.
- (b) The Chairperson does not have a casting vote on any question.
- (c) Any Individual Trustee or Director of a Corporate Trustee may direct, either prior to or immediately following the vote on any question, that the vote be cast or recast, as the case may be, with each person having a number of votes corresponding to the withdrawal benefit amount of that person's Benefit in the Fund.
- (d) Subject to clause 53, if a resolution concerns the exercise of discretion by the Trustee concerning the payment of a Death Benefit following the death of a Member, either:
  - (i) the resolution requires a unanimous decision of all Individual Trustees or Directors of a Corporate Trustee; or
  - (ii) in the absence of a unanimous decision, the resolution of the Trustee:
    - (A) shall be to pay the Death Benefit to the Legal Personal Representative of the deceased Member; or
    - (B) requires the prior written consent of the Legal Personal Representative of the deceased Member.

#### 9.9 Minutes of Meeting

- (a) The Trustee must keep or cause to be kept proper minutes of meetings of the Trustee which are entered in a book maintained for that purpose.
- (b) The Trustee must endeavour to ensure that all minutes of meetings of the Trustee:
  - (i) are dated;
  - (ii) are sufficiently detailed and accurate to record the nature of business discussed, the decisions of the Trustee and the reasons for those decisions;
  - (iii) identify any documents that have been presented to the Trustee and considered by the Trustee before the making of any decision; and

- (iv) record attendance, non-attendance and voting at meetings, particularly in relation to any decision which needs a voting requirement other than a simple majority.
- (c) The minutes of any meeting once signed by the Chairperson of the meeting or by the Chairperson of the next succeeding meeting will be *prima facie* evidence of the matters stated in those minutes.
- (d) The Trustee must retain the minutes of meetings for at least the minimum period required by the Act.

#### 9.10 **Items for Consideration**

Subject to clause 9.1, the Trustee must endeavour to ensure that meetings regularly consider, amongst other things and so far as relevant, the following:

- (a) that Individual Trustees or Directors of a Corporate Trustee are not, or have not become, disqualified persons as defined in the Act;
- (b) that the Fund assets are reconciled to the accrued liabilities of the Fund;
- (c) the investment performance of the Fund, including the performance of any service providers to the Fund;
- (d) any claim for Benefits;
- (e) any complaints or enquiries made by Members;
- (f) any conflicts of interest; and
- (g) that the Trustee and the Fund are complying with the Act.

#### 9.11 **Constitution of Corporate Trustee**

If the Trustee is a Corporate Trustee and any part of this Deed is inconsistent with the Constitution of the Corporate Trustee, the Directors of the Corporate Trustee agree, and will use reasonable endeavours to procure the agreement of the shareholders of the Corporate Trustee, that the inconsistent part of this Deed prevails over the Constitution, unless giving effect to the inconsistent part of this Deed would be contrary to the Corporations Act.

### 10. **TRUSTEE'S DISCRETION**

#### 10.1 **No Requirement to Give Reasons**

The Trustee is not bound to give to any person any reason for or explanation of the Trustee's exercise, non-exercise or partial exercise of any power or discretion.

#### 10.2 **Unfettered Discretion**

The Trustee has an absolute and unfettered discretion and is not bound to act subject to the direction of any other person (unless otherwise expressly required by the Act) in the exercise or non-exercise or partial exercise of any power or discretion.

### 10.3 **Trustee's Decision Final**

The decision of the Trustee in relation to any dispute on the interpretation of this Deed or the rights or obligations of a Member or the Trustee or any other person under this Deed will be final and binding on all interested persons.

### 10.4 **Exercise of Discretion by Person Other than Trustee**

Unless permitted by the Act, a discretion given to the Trustee must not be exercised by any other person without the consent of the Trustee.

## 11. **PROTECTION AND INDEMNITY OF THE TRUSTEE**

### 11.1 **Limitation of Liability - General**

Subject to clause 11.2, the Trustee will not personally be liable for any claim, liability, cost, loss, damage or expense incurred by or arising out of any act or omission in connection with this Deed or the Fund or the exercise or performance of the Trustee's powers, discretions and duties.

### 11.2 **Liability for Certain Conduct**

Clause 11.1 does not exempt the Trustee from, and the Trustee will be liable for, any claim, liability, cost, loss, damage or expense which is a direct result of an act or omission by the Trustee involving:

- (a) the Trustee failing to act honestly in any matter concerning the Fund;
- (b) the Trustee intentionally or recklessly failing to exercise, in relation to any matter affecting the Fund, the degree of care and diligence that the Trustee was required to exercise; or
- (c) the Trustee incurring liability for a monetary penalty under a civil penalty order or administrative penalty within the meaning of the Act.

### 11.3 **Indemnity of Trustee**

- (a) The Trustee must be indemnified out of the Fund for all liabilities incurred by the Trustee in the exercise or purported exercise or attempted exercise of the trusts, powers, authorities and discretions given to the Trustee in this Deed or by the Act.
- (b) This indemnity does not extend to any liability of the Trustee arising in circumstances described in clause 11.2.

### 11.4 **Indemnity of Director**

If a Director incurs a liability in acting as a Director of a Corporate Trustee in respect of conduct or circumstances for which the Trustee is or would be entitled to be indemnified out of the Fund, the Director must also be indemnified out of the Fund in respect of that liability.

### 11.5 Lien on Fund to Satisfy Indemnity

The Trustee may exercise a lien on and use any assets of the Fund for the purposes of satisfying the indemnity given to the Trustee provided that the existence or exercise of the lien does not contravene the Act.

## 12. COVENANTS BY TRUSTEE

The Trustee covenants:

- (a) to act honestly in all matters concerning the Fund;
- (b) to exercise, in relation to all matters affecting the Fund, the same degree of care, skill and diligence as an ordinary prudent person would exercise in dealing with property of another for whom the person felt morally bound to provide;
- (c) to perform the Trustee's duties and exercise the Trustee's powers in the best interest of the Beneficiaries;
- (d) to keep the money and other assets of the Fund separate from any money and assets, respectively:
  - (i) that are held by the Trustee personally; or
  - (ii) that are money or assets, as the case may be, of a standard employer-sponsor or an associate of a standard employer-sponsor of the Fund;
- (e) not to enter into any contract, or do anything else, that would prevent the Trustee from, or hinder the Trustee in, properly performing or exercising the Trustee's functions and powers;
- (f) to formulate, review regularly and give effect to an Investment Strategy that has regard to the whole of the circumstances of the Fund including, but not limited to, the following:
  - (i) the risk involved in making, holding, and realising, and the likely return from, the Fund's investments having regard to its objectives and its expected cash flow requirements;
  - (ii) the composition of the Fund's investments as a whole including the extent to which the investments are diverse or involve the Fund in being exposed to risks from inadequate diversification;
  - (iii) the liquidity of the Fund's investments having regard to its expected cash flow requirements;
  - (iv) the ability of the Fund to discharge its existing and prospective liabilities; and
  - (v) the insurance requirements of the Members;
- (g) if there are any monies in the Reserve Account of the Fund - to formulate and to give effect to a strategy for their prudential management, consistent with the Fund's Investment Strategy and the Fund's capacity to discharge its liabilities (whether actual or contingent) as and when they fall due;
- (h) to allow a Beneficiary access to any information or any documents which are prescribed by the Act; and
- (i) to comply with any other covenant that is prescribed by the Act.

### **13. COVENANTS BY DIRECTORS OF A CORPORATE TRUSTEE**

- (a) If the Fund has a Corporate Trustee, each of its Directors covenant to exercise a reasonable degree of care and diligence for the purpose of ensuring that the Trustee carries out the covenants described in clause 12.
- (b) On the basis that the Directors have participated in the passing of a resolution authorising the Trustee to execute this Deed, this clause shall be deemed to operate as if the Directors were parties to this Deed.
- (c) The reference in this clause to a reasonable degree of care and diligence refers to the degree of care and diligence that a reasonable person in the position of a Director of the Trustee would exercise in the Trustee's circumstances.

### **14. RECORDS OF CHANGES OF TRUSTEE / REPORTS TO MEMBERS**

#### **14.1 Changes of Trustee and Consents and Declarations**

The Trustee must keep and retain, for at least the minimum period required by the Act, up to date records of all changes of the Trustee and changes in Directors of any Corporate Trustee, all consents given by the Individual Trustees or Directors of any Corporate Trustee, as the case may be, and all declarations made by Individual Trustees or the Directors of any Corporate Trustee under the SIS Act.

#### **14.2 Reports to Members**

The Trustee must keep and retain, for as long as relevant and for at least the minimum period required by the Act, copies of reports that were given to all Members if the reports were given under the Act or under this Deed. The Trustee must, if requested, make those copies available for inspection by the Responsible Authority.

### **15. ADMISSION OF MEMBERS**

#### **15.1 Eligible Person to Apply**

An Eligible Person may apply to the Trustee to become a Member of the Fund or the Trustee may invite an Eligible Person to become a Member of the Fund. The Trustee has discretion in deciding whether or not to accept an Eligible Person as a Member.

#### **15.2 Application Form**

The Trustee may require as a condition of accepting an Eligible Person as a Member that the Eligible Person completes a written application in the form that the Trustee determines. The application form may make provision for:

- (a) all information which is required by the Act to be provided by the Trustee to the applicant and to be provided by the applicant to the Trustee;
- (b) the applicant providing (if the applicant chooses to do so) the Tax File Number of the applicant and an acknowledgement by the Trustee and/or Employer; and
- (c) the applicant providing the nomination of a Nominated Beneficiary.

### 15.3 **Acceptance of Membership Application**

- (a) If the Trustee accepts an application for membership, the applicant becomes a Member of the Fund on a date determined by the Trustee or, if the Trustee does not make a determination, on the date the application for membership is accepted by the Trustee.
- (b) The Trustee may accept an application for membership notwithstanding that the Member has at that time a nil balance in the Fund if the Trustee is reasonably satisfied that the Member has or will have any beneficial interest in the Fund, including if the Trustee expects to receive Contributions made by or on behalf of the Member or a Rollover Payment on behalf of the Member from another Approved Superannuation Entity or the Member may become entitled to receive a Benefit including a Benefit payable on the death of another Member.

### 15.4 **Deemed Acceptance of Application**

Notwithstanding clause 15.2, even if a completed written application for membership is not provided by an applicant, the payment of a Contribution by or on behalf of an applicant and the acceptance by the Trustee of that Contribution will be deemed to be acceptance of that applicant as a Member on the date that the Contribution is accepted by the Trustee.

### 15.5 **Members Bound by Deed**

Every Member is deemed to have consented to be bound by this Deed as it relates to the rights and obligations of the Member.

### 15.6 **Trustee to Notify Members of their Rights**

The Trustee must notify each Member in writing of that Member's rights to receive Benefits from the Fund and of any other information in the form and at the times required by the Act.

### 15.7 **Trustee May Impose Conditions on Members**

The Trustee may impose, remove or vary any conditions on the rights and obligations of a Member.

### 15.8 **Classification of Different Classes of Members**

- (a) The Trustee may classify Members into different classes of membership with rights and entitlements pertaining to each class as the Trustee may determine from time to time.
- (b) The Trustee must advise a Member of any class of membership to which that Member belongs and of the rights and entitlements pertaining to that class and of any subsequent change to that class or rights.
- (c) If the Trustee does not create different classes of membership, then all Members will be classified as ordinary Members in one class of membership.

## **16. MEETINGS OF MEMBERS**

### **16.1 Members may Convene Meeting**

The Members may convene, meet, adjourn and regulate a meeting of Members as the Members see fit.

### **16.2 Trustee Convening Meeting**

The Trustee may convene a meeting of Members and must convene a meeting of Members upon receiving a written notice of request for a meeting from a Member.

### **16.3 Notice of Meeting**

The Trustee convenes a meeting of Members by sending a notice of meeting to each Member specifying:

- (a) the date, place and time of the meeting;
- (b) the details of all agenda items, including the proposed resolutions to be considered at the meeting; and
- (c) that a proxy may be appointed to vote on behalf of the Member at the meeting provided that the Member lodges the form of proxy with the Trustee not later than 24 hours before the scheduled starting time of the meeting.

The notice must be accompanied by a form of proxy approved by the Trustee.

### **16.4 Service of Notice**

The Trustee must cause the notice of meeting to be served on each Member at least ten days before the date of the meeting. Service may be effected personally or by prepaid ordinary mail, and if by mail, notice will be deemed to have been given 3 days after the date of posting.

### **16.5 Chairperson**

The Members may at the commencement of the meeting appoint a Chairperson of the meeting.

### **16.6 Voting Entitlement**

- (a) Subject to clause 16.6(b), each Member is entitled to one vote, and the Chairperson does not have a casting vote in addition to the vote of the Chairperson as a Member.
- (b) Any Member may require, either prior to or immediately following the vote on any resolution, that the vote be cast or recast, as the case may be, with each Member having such number of votes corresponding to the amount of the Benefit in the Fund that the Member holds at the time of the vote, where each dollar of the withdrawal benefit equates to one vote.

#### 16.7 **Trustee to Oversee Meeting**

The Trustee may oversee the conduct of the meeting of Members and must keep minutes of the meeting of Members.

### 17. **CESSATION OF MEMBERSHIP**

#### 17.1 **Triggering Events**

A person ceases to be a Member of the Fund on the first to occur of the following:

- (a) the date on which payment of all the Member's Benefits is made or dealt with by the Trustee to or on behalf of the Member;
- (b) the date that the Trustee reasonably determines in accordance with any relevant requirement of the Act.

#### 17.2 **Member's Rights not Affected**

A Member's cessation of Membership or death will not affect or exclude:

- (a) any rights or obligations of that Member which accrued prior to the date of cessation or death; and
- (b) any rights or obligations of that Member as a former or deceased Member on and from the date of cessation or death, as the case may be.

### 18. **MEMBERS PROVIDING INFORMATION TO TRUSTEE**

#### 18.1 **Upon Request by Trustee**

If requested by the Trustee, a Member must provide to the Trustee any information that the Trustee considers necessary or desirable for the purposes of any investigation or otherwise in connection with the Fund, including undergoing medical examination by a medical practitioner acceptable to the Trustee.

#### 18.2 **Member's Failure to Comply**

If a Member fails to comply with the request by the Trustee, the Trustee may suspend the acceptance of any Contributions in respect of that Member or withhold any Benefits payable in respect of that Member or impose any other conditions on the membership of that Member as the Trustee considers necessary or appropriate, but subject to the requirements of the Act.

#### 18.3 **Information Incorrect or Misleading**

If a Member provides information to the Trustee which affects or is likely to affect the Benefit payable to or in respect of the Member and the information supplied is incorrect or misleading or any relevant information is in the opinion of the Trustee deliberately withheld by the Member, the Trustee may alter or amend the Benefit of that Member in a manner that the Trustee considers necessary or appropriate, but subject to the requirements of the Act.

#### 18.4 Tax File Numbers of Members

The Trustee may request a Member's Tax File Number in a manner and form permitted by the Act or the Responsible Authority. The Member is not obliged to comply with the request. If a Member quotes his or her Tax File Number to the Trustee, the Trustee must record, retain, use and later destroy the record of the Tax File Number only in accordance with the requirements of the Act and the Responsible Authority.

#### 18.5 Members Updated Information to Trustee

Members may at any time give the Trustee updated information about their details such as address, marital status, status of Gainful Employment, Dependants and/or Nominated Beneficiaries.

### 19. DISCLOSURE AND REPORTING TO MEMBERS

#### 19.1 General Requirement

The Trustee must provide each Member with information in writing in relation to the main features, benefits, risks and conduct of the Fund, the financial condition and investment performance of the Fund, the Benefit of the Member, Contributions to the Fund, and any other matters that the Trustee determines is required by the Act.

#### 19.2 Specific Requirements

If required by the Act, the information that the Trustee is to provide may include:

(a) **New Members**

information to a person on becoming a Member;

(b) **For each Financial Year**

information to each Member in respect of each Financial Year of their membership;

(c) **Significant Events and Material Changes**

information to each Member in respect of any significant event and material changes in relation to the Fund;

(d) **Information on Request**

information to a Beneficiary (including a Member) on request by the Beneficiary if the Beneficiary reasonably requires the information for the purposes of:

- (i) understanding any Benefit that the Beneficiary may have, has or used to have;
- (ii) understanding the main features of the Fund;
- (iii) making an informed judgment about the management and financial condition of the Fund;

- (iv) making an informed judgment about the investment performance of the Fund; or
- (v) understanding the particular investments of the Fund;
- (e) **Cessation of Membership**

information to a Member, or if the Member has died, to each Beneficiary receiving a Benefit as a result of the death of the Member, in respect of the Member's cessation of membership;

- (f) **Rollover Payment Statement**

a statement in relation to any rollover superannuation benefit paid by the Fund to an Approved Superannuation Entity on behalf of the Member as required under the Income Tax Act; and

- (g) **Superannuation Splitting under Family Law Act**

information in respect of any splitting of a Member's Benefit under the Family Law Act.

### 19.3 **Limitation on Disclosure**

Unless required by the Act, the Trustee is not required to disclose:

- (a) internal working documents of the Fund; or
- (b) information or documents that would disclose personal information of another person if, in the circumstances, the disclosure would be inappropriate or unreasonable; or
- (c) trade secrets or confidential information having commercial value that would be reduced by the disclosure; or
- (d) information or documents for which the Fund owes another person a duty of non-disclosure.

### 19.4 **What, When and How Information is Provided**

The Trustee must comply with the Act in relation to any information that is required to be disclosed as to:

- (a) what information is provided;
- (b) when the information is provided; and
- (c) how the information is provided.

### 19.5 **Product Disclosure Statements – Information Knowledge of Members**

The Trustee may assume that a Member has received, or has, and knows that they have, access to, all of the information that a product disclosure statement would be required to contain, unless the Member is able to satisfy the Trustee on reasonable grounds to the contrary.

## **20. GENERAL POWERS OF THE TRUSTEE**

### **20.1 Trustee has Complete Management and Control**

The Trustee has complete management and control of all matters concerning the Fund, subject to this Deed and the requirements of the Act.

### **20.2 Trustee May do all Acts in Exercise of Powers/Obligations**

The Trustee may do all acts and things which the Trustee considers necessary, desirable or expedient for the proper administration, maintenance and preservation of the Fund and in the exercise and performance of the Trustee's discretions, powers and obligations under the Deed.

### **20.3 Powers Additional to Powers Given under the Act**

The Trustee's powers and discretions under this Deed are additional to, and not in substitution for, the powers and discretions exercisable by the Trustee under the Act.

### **20.4 Conflicts of Interest**

The Trustee may exercise or concur in exercising all the powers and discretions contained in this Deed or otherwise conferred by law notwithstanding that any person being an Individual Trustee or Director or shareholder of a Corporate Trustee has or may have a direct or personal interest (whether as trustee of any other settlement or in his personal capacity or as a shareholder or director or member or partner of any company or partnership or as a unit holder in any unit trust or beneficiary of any discretionary trust or otherwise howsoever) in the mode or result of exercising such power or discretion or may benefit either directly or indirectly as a result of the exercise of any such power or discretion.

## **21. SPECIFIC MANAGEMENT POWERS OF THE TRUSTEE**

Subject to clause 23, the Trustee has the following powers:

### **21.1 Appoint and Pay Managers and Others**

To appoint remove or suspend custodians, investment managers, administrators, clerks, agents, representatives, nominees and other servants and delegates, whether they be appointed for permanent, temporary or special services, and to determine their powers and duties and fix and pay from the Fund their salaries, emoluments and charges;

### **21.2 Legal Proceedings**

To institute, conduct, defend, compound, settle or abandon any legal proceedings by or against the Fund or otherwise concerning the Fund, the Members or the Deed;

**21.3 Compound Debts**

To compound and allow time for payment or satisfaction of any debt due to the Fund and of any claim or demand by or against the Fund;

**21.4 Arbitration**

To refer any claim or demand by or against the Trustee to arbitration and observe and perform the award of the arbitrator;

**21.5 Receipts and Discharges**

To make and give receipts, releases and other discharges for money payable to the Fund and for the claims and demands of the Fund;

**21.6 Bank Accounts**

To open and maintain bank accounts for the Fund and to make regulations for the operation of such bank accounts including the signing and endorsing of cheques;

**21.7 Seek Advice**

To act on the advice of any Qualified Adviser (whether or not that advice was obtained by the Trustee) in relation to any matter concerning the Fund without being liable to any person in respect of anything done or omitted to be done by the Trustee in good faith based on that advice;

**21.8 Borrow Money, Give Indemnity and Security**

To give undertakings and indemnities, enter into contracts and incur obligations relating to the Fund as the Trustee thinks fit including, but without limitation, borrowing or raising money in any lawful manner, including by drawing, endorsing, accepting or otherwise dealing in any bill of exchange, promissory note or other negotiable instrument and to secure the repayment of any moneys so borrowed or raised or any other obligation in connection with that borrowing or raising by interest at such rate as the Trustee thinks fit and upon any terms and conditions in all respects as the Trustee thinks fit, including by providing a charge or mortgage or any other form of encumbrance over all or part of the Fund and by giving a guarantee or indemnity in respect of any obligation assumed or undertaken by the Trustee in connection with the Fund. Any money so raised by the Trustee will form part of the Fund;

**21.9 Receive Distributions, Dividends and Gifts**

To receive any distribution (from a family trust or otherwise), dividend or gift which is tendered to the Fund.

**21.10 Maintain Property**

To repair, paint, alter, rebuild, improve and generally maintain any property, real or personal and whether freehold or leasehold, for the time being comprising part of the Fund;

**21.11 To Pay Rates and Taxes**

To pay all rates taxes costs, charges, insurance premiums, expenses and outgoings of whatever nature payable in connection with the maintenance upkeep and management of the property comprising the Fund;

**21.12 Lease Property**

To lease or sub-lease any property (whether real or personal) forming part of the Fund for such period and at such rent and subject to such terms and conditions as the Trustee may consider desirable and to accept surrenders of or otherwise determine such leases or sub-leases;

**21.13 Sell Property**

To sell or otherwise dispose of any property forming part of the Fund at such price and upon such terms and conditions and in such manner as the Trustee may consider desirable;

**21.14 Undertaking and Contracts**

To give undertakings and enter into contracts and incur obligations relating to the Fund as the Trustee thinks fit;

**21.15 Insurance and Premiums**

To effect Policies of Insurance to provide for all or any part of the Benefits which may become payable from the Fund and to pay out of the Fund all premiums under such policies and to surrender vary or assign or otherwise deal with any Policy of Insurance as the Trustee thinks fit;

**21.16 Proxies and Powers of Attorney**

To give proxies and powers of attorney (with or without powers of substitution) and appoint representatives for voting or acting on behalf of the Trustee in relation to any property comprising part of the Fund;

**21.17 Purchase Annuity**

To purchase an Annuity to provide all or a part of the Pension payable in respect of a Member;

**21.18 Insurance of Property**

To insure and keep insured any property real or personal and whether freehold or leasehold for the time being comprising part of the Fund;

**21.19 Insurance of Trustee and Directors**

To insure and keep insured any liability of the Trustee or any Directors of a Corporate Trustee or the liability of the Fund to indemnify or reimburse the Trustee or Directors, as the case may be.

## 21.20 Delegate

To delegate in writing the exercise of all or any of the powers or discretionary authorities conferred on the Trustee under this Deed and execute any powers of attorney or other instruments necessary to effectuate such purpose.

## 22. INVESTMENT OF THE FUND

### 22.1 General Investment Powers of the Trustee

Subject to clause 23, the Trustee may in the name of the Trustee or in the name of any nominee selected by the Trustee invest the whole or any part of the Fund in any investment or manner of investment (whether in Australia or elsewhere or whether involving liability or not) which the Trustee considers to be a suitable investment or manner of investment for the Fund and which complies with the Investment Strategy and the Act.

### 22.2 Specific Investment Powers of the Trustee

The Trustee may invest the Fund in any one or more of the following:

- (a) **authorised Trustee investments:** any investment from time to time authorised by the laws of the Commonwealth of Australia or any State or Territory of Australia for the investment of trust monies;
- (b) **on deposit:** on deposit with any bank, building society, credit co-operative, trustee company or other registered financial institution or with any other person approved by the Responsible Authority in any type of account either with or without security at such rate of interest and on such terms as the Trustee may determine;
- (c) **acquisition of securities:** in the acquisition by subscription or by purchase or otherwise of fully or partly paid shares, stock, options, debentures, bonds, notes or other securities or obligations howsoever called in any company;
- (d) **acquisition of units:** in the acquisition of units, sub-units or other fractional interests howsoever called whether divided or undivided in or of any unit trust (whether fixed or flexible) or other scheme in the nature of a unit trust;
- (e) **acquisition of property:** in the acquisition of any property (whether real or personal) or any interest in property whether or not such property or interest in property is subject to any mortgage, charge or other encumbrance or is acquired or purchased for profit or is producing income at the date it is acquired or purchased;
- (f) **acquisition of mortgages:** in the acquisition of mortgages over freehold or leasehold property either by direct loan or by purchase at a discount or otherwise; or
- (g) **derivative transactions:** in derivative transactions and master agreements, subject to clause 23.8.

“Derivative transaction” means any:

- (i) interest rate swap, currency swap, currency option, interest rate option, swap option, smart forward, money market transaction, foreign exchange

transaction, margin foreign exchange transaction, futures transaction, forward rate agreement, forward rate bill transaction, synthetic forward exchange transaction, deposit transaction, currency transaction, interest rate transaction, bond option, commodity (including precious metals, electricity or energy) option or other transaction, credit derivative, equity derivative, capital market transaction, securities buy-back transaction or sell-back transaction;

- (ii) other product traded, or transaction undertaken, on financial markets (whether on an exchange or not) from time to time and at any future time;
- (iii) synthesis or derivative of any of them; and
- (iv) option on any transaction or product referred to in paragraphs (i) - (iii) above.

**“Master agreement”** means any agreement (however described) that sets out the terms of, or otherwise relates to, any Derivative Transaction, and which is published or prepared by any bank, financial institution, domestic or international financial industry body or association, and any schedule, annexure, annex, supplement, addendum (however described) to, or of, that agreement.

### 22.3 Dealing with Investments as Beneficial Owner

The Trustee may deal with any investment of the Fund as authorised by this Deed as fully and effectively as a person absolutely and beneficially entitled to and dealing with his own property may do.

### 22.4 The Trustee may have Interest in Investments

- (a) The Trustee may make or vary any of the investments authorised under this Deed even if the Trustee (including an Individual Trustee or Director of a Corporate Trustee) may directly or indirectly have an interest in or may benefit from the investment.
- (b) The Trustee and any Directors must disclose details of their interest in any investment in any manner required by the Act.

### 22.5 Policies of Insurance

- (a) The Trustee may obtain Policies of Insurance on behalf of a Member to secure the Benefit of that Member or any other Member.
- (b) A Member may request the Trustee to obtain a Policy of Insurance and may specify the type of Policy of Insurance to be obtained. The Trustee has no responsibility to the Member or the Dependants of the Member to obtain that Policy of Insurance.
- (c) The Trustee may debit the premiums for any Policy of Insurance to:
  - (i) the Income Account; or
  - (ii) the Account of any Member for whom a Policy of Insurance is obtained; or
  - (iii) the Reserve Account;

in such proportions and manner as the Trustee may determine from time to time.

- (d) The Trustee and the Fund are not liable for any loss suffered by the Fund or any Member or Beneficiary as a result of:
  - (i) no or insufficient or inadequate insurance being effected by the Trustee whether the loss was foreseeable or not; or
  - (ii) an insurer failing to pay out on an insurance policy in whole or in part for whatever reason.

## 22.6 Prudent Investment Rules

Subject to clause 23, and without limiting the matters that the Trustee may take into account when exercising a power of investment, the Trustee must, so far as they are appropriate to the circumstances of the Fund, have regard to:

- (a) the purposes of the Fund and the needs and circumstances of the Beneficiaries;
- (b) the desirability of diversifying the Fund's investments;
- (c) the nature of and risk associated with the existing investments and property of the Fund;
- (d) the need to maintain the real value of the capital or income of the Fund;
- (e) the risk capital or income loss or depreciation;
- (f) the potential for capital appreciation;
- (g) the likely income return and timing of income return;
- (h) the length of the term of the proposed investment;
- (i) the probable duration of the Fund;
- (j) the liquidity and marketability of the proposed investment during, and on the determination of the term of the proposed investment;
- (k) the aggregate value of the Fund;
- (l) the effect of the proposed investment in relation to the tax liability of the Fund;
- (m) the likelihood of inflation affecting the value of the proposed investment or other property of the Fund;
- (n) the costs (including commissions, fees, charges and duties payable) of making the proposed investment; and
- (o) the results of a review of existing trust investments.

## **23. COMPLIANCE WITH THE ACT - INVESTMENTS**

### **23.1 General Requirement**

The Fund may only be invested in a manner and form which will not cause the Fund or the Trustee to be in breach of any relevant requirement of the Act.

### **23.2 Borrowing by the Trustee (including Limited Recourse Borrowing Arrangements)**

The Trustee may borrow money or maintain an existing borrowing of money, including borrowing for the purposes of a limited recourse borrowing arrangement under the SIS Act, only in a manner that is not prohibited by the SIS Act.

### **23.3 Lending to Members**

The Trustee may only allow any money of the Fund to be lent, or any financial assistance using the resources of the Fund to be given, to a Member or a relative of a Member in a manner that is not prohibited by the Act.

### **23.4 Acquisition of Certain Assets from Members or a Related Party**

The Trustee may only intentionally acquire or allow to be acquired on behalf of the Fund an asset from a related party of the Fund in a manner that is not prohibited by the Act.

### **23.5 Investments to be made at Arm's Length**

The Trustee must not invest or allow to be invested any money or other part of the Fund unless:

- (a) all parties to the relevant transaction are dealing at arm's length in respect of the transaction; or
- (b) if the parties are not dealing with each other at arm's length, the terms and conditions of the transaction are no more favourable than those which it would be reasonable to expect would apply if the parties were dealing with each other at arm's length.

### **23.6 Statement of Investment Strategy**

The Trustee must if required by the Act formulate and prepare an Investment Strategy which sets out the investment objectives of the Fund and the policy to achieve those objectives and incorporates any other matters which are necessary for the Trustee to comply with the Act.

### **23.7 Member Investment Choice**

- (a) The Trustee may choose in the Trustee's absolute discretion to adopt and offer to Members (or a specific class of Members) a choice of individual Investment Strategies from which a Member (or a class of Members) may choose one Investment Strategy or a combination of individual Investment Strategies ("Member Investment Choice").

- (b) In determining individual Investment Strategies to offer as a choice to Members, the Trustee must give proper consideration to:
  - (i) all matters contained in the Trustee's covenant in clause 12(f); and
  - (ii) the circumstances of the Fund as a whole in making the Member Investment Choice available as part of the Fund's Investment Strategy; and
  - (iii) a continued and regular monitoring of changes in circumstances of the Fund as a whole to assess whether it remains appropriate.
- (c) If the Trustee offers Member Investment Choice, the Trustee must, if required by the Act, advise the Responsible Authority of the number of Investment Strategies which are offered as choices.
- (d) The Trustee may cease to offer or make any variation to the offering of Member Investment Choice. If so, the Trustee must:
  - (i) give Members the opportunity to provide further directions to the Trustee; and
  - (ii) advise Members of the default Investment Strategy that will be adopted unless the Member instructs otherwise.

### 23.8 Derivative Transactions

The Trustee may invest in derivative transactions provided that:

- (a) the proposed derivative transaction complies with an Investment Strategy of the Fund;
- (b) if required by the Act, the Trustee has adopted an appropriate risk management statement; and
- (c) if the derivative transaction involves the creation of a charge over the assets of the Fund, then the Trustee must prepare a risk management statement if required by the Act.

### 23.9 Investments Involving "In-house Assets" or a Related Party

Without limitation to clause 23.1, the Trustee must ensure that the value of the Fund's in-house assets as determined under the Act does not exceed more than the allowable prescribed percentage of the Fund's total assets (calculated on market value) and does not contravene any other restriction of the Act.

## 24. SPECIFIC INVESTMENTS OF A MEMBER

### 24.1 Separate Investment for a Specific Member

At the request of or with the approval of a Member, the Trustee may invest all or any part of the amount standing to the credit of the Member's Account by acquiring or entering into any investment separately and on behalf of the Member, provided the investment satisfies the Investment Strategy of the Fund.

**24.2 Trustee to Record and Account Separately**

The Trustee must record any investments attributable to the Member and all revenue and expenses in respect of the investment must be credited or debited as the case may be directly to the relevant Member's Account.

**24.3 Variation to the Investment**

The Trustee may accept or reject a request from a Member to vary any specific investment of that Member.

**25. VALUATION OF FUND**

Following each Balance Date and any other date which the Trustee considers appropriate or is required by the Act, the Trustee must obtain a valuation of the Fund. The valuation must be reflected in the accounts of the Fund.

**26. DELEGATION BY TRUSTEE**

**26.1 Trustee's Right to Delegate**

Subject to clause 26.3, the Trustee may delegate any power, discretion or obligation exercisable by the Trustee (including any power or obligation which the Trustee has a duty to exercise and the power of delegation) to any person ("the Delegate") in a manner and on terms that the Trustee thinks fit.

**26.2 Variation or Revocation to Delegation**

The Trustee may vary or revoke any delegation and may exercise any power in conjunction with, or to the temporary or permanent exclusion of, the Delegate.

**26.3 Delegation Subject to the Act**

The Trustee must not make any delegation or allow any delegation to remain where the delegation contravenes the Act.

**26.4 Scope of Delegation**

The Delegate may only perform those duties and only has those powers that the Trustee expressly delegates to the Delegate.

**27. APPOINTMENT OF ACTUARY, AUDITOR, CUSTODIAN, INVESTMENT MANAGERS AND QUALIFIED ADVISERS**

**27.1 Actuary**

The Trustee must, if necessary, appoint an Actuary to provide actuarial advice from time to time.

## 27.2 Auditor

- (a) The Trustee must appoint in writing an Auditor to perform an audit of the Fund in accordance with the Act.
- (b) The Trustee must agree with the Auditor on the scope of the audit to be conducted in accordance with Australian Auditing Standards and which should include:
  - (i) the Auditor's reporting obligations under the Act;
  - (ii) verification of the Fund's assets, their legal title and their valuation; and
  - (iii) verification of Members' Benefits.

## 27.3 Custodian

The Trustee may appoint in writing a Custodian to carry out custodial services on behalf of the Fund subject to compliance with the Act.

## 27.4 Investment Managers

- (a) The Trustee may appoint in writing an Investment Manager to carry out the management of the investments of the Fund subject to compliance with this Deed and the Act.
- (b) If the Trustee enters into an agreement with an Investment Manager under which all or any part of the Fund will be placed under the control of the Investment Manager, the Trustee must ensure that the agreement contains adequate provisions to enable the Trustee to require the Investment Manager to provide to the Trustee appropriate information on the making of, and return on, the investments and to provide any other information that is necessary to enable the Trustee to assess the performance and capability of the Investment Manager in managing the investments of the Fund.
- (c) The Trustee must use reasonable endeavours to ensure that any agreement with an Investment Manager includes, as a minimum, the following obligations on the Investment Manager:
  - (i) to manage assets in accordance with set investment restrictions;
  - (ii) to keep the investment portfolio under review and to confer with and advise the Trustee regularly;
  - (iii) to exercise all due diligence and care;
  - (iv) to have appropriately qualified staff in charge at all times;
  - (v) to ensure assets are vested in the Trustee (or a Custodian, if applicable) as soon as possible; and
  - (vi) to provide upon request information to the Auditor of the Fund.

### 27.5 **Qualified Advisers**

The Trustee may from time to time appoint any Qualified Advisers to give advice that the Trustee considers desirable for the proper management and administration of the Fund.

### 27.6 **Revocation of Appointment**

The Trustee may revoke and remove from office any person appointed to any position under this clause.

## 28. **REMUNERATION OF TRUSTEE AND REIMBURSEMENT FOR ADMINISTRATION EXPENSES**

### 28.1 **No Right to Charge Fees**

For as long as the Fund is a self managed superannuation fund under section 17A of the SIS Act:

- (a) no Individual Trustee is entitled to charge or to receive professional fees or other remuneration from the Fund or any other person for any trustee duties or services performed by the Individual Trustee in that capacity in relation to the Fund;
- (b) no Corporate Trustee is entitled to charge or to receive professional fees or other remuneration from the Fund or any other person for any trustee duties or services performed by the Corporate Trustee in that capacity in relation to the Fund; and
- (c) no Director of the Corporate Trustee is entitled to charge or to receive professional fees or other remuneration from the Fund or any other person (including the Corporate Trustee) for any trustee duties or services performed by the Director in that capacity in relation to the Fund.

### 28.2 **Indemnity and Reimbursement**

The Trustee is entitled to be indemnified by and reimbursed from the Fund for and in respect of:

- (a) all costs, charges and expenses incurred or to be incurred in connection with the acquisition, registration, custody, disposal of or other dealings with the investments of the Fund;
- (b) all fees, wages and expenses of any Auditor, Actuary, Qualified Adviser, Investment Manager or Custodian from time to time engaged by the Trustee under this Deed;
- (c) all Taxation paid or payable by the Trustee in connection with the Fund and any Member on any account whatsoever;
- (d) all costs, charges and expenses incurred or to be incurred in relation to the preparation, maintenance and distribution of any accounting records, returns, reports or other documents in relation to the Fund; and
- (e) any other costs, charges and expenses incurred or to be incurred in relation to the establishment, management or administration of the Fund, including the cost

of incorporating a special purpose company to act as Corporate Trustee of the fund.

## **29. ACCOUNTING RECORDS**

### **29.1 Form of Accounting Records**

The Trustee must establish and maintain accounting records in a form that:

- (a) correctly records and explains the transactions and financial position of the Fund;
- (b) enables the annual accounting statements to be prepared in accordance with clause 30;
- (c) enables the annual returns of the Fund to be prepared and lodged in accordance with the Act;
- (d) enables those accounting records to be conveniently and properly audited in accordance with this Deed and the Act.

### **29.2 Retention of Accounting Records**

The Trustee must retain the accounting records for at least the minimum period required by the Act after the end of the Financial Year to which the accounting records relate.

## **30. ACCOUNTING STATEMENTS**

### **30.1 Preparation**

The Trustee must in respect of each Financial Year prepare the following accounting statements in respect of the Fund:

- (a) a statement of financial position;
- (b) an operating statement;
- (c) any other accounting statements that are required by the Act.

### **30.2 Signature**

The accounting statements must be signed by or on behalf of the Trustee in a manner required by the Act or as otherwise permitted by law.

### **30.3 Retention**

The Trustee must retain the accounting statements for the minimum period required by the Act after the end of the Financial Year to which the accounting statements relate.

## **31. AUDIT OF THE FUND**

### **31.1 Audit to be Conducted each Financial Year**

If required by the Act, the accounting statements of the Fund prepared in respect of each Financial Year must be audited by an Auditor appointed by the Trustee.

**31.2 Auditor to be Given Access to Documents/Information**

The Trustee must give the Auditor access to any accounting records and accounting statements and other documents and information connected with the Fund as requested by the Auditor to enable the Auditor to complete the audit.

**32. ANNUAL RETURNS ETC TO RESPONSIBLE AUTHORITY**

The Trustee must in respect of each Financial Year and within the time required by the Act give to the Responsible Authority:

**32.1 Annual Return**

an annual return in a form prescribed by the Act;

**32.2 Trustee Certificate**

a trustee certificate in a form prescribed by the Act;

**32.3 Audit Certificate**

the audit certificate given to the Trustee by the Auditor;

**32.4 Contribution Statement**

a statement in relation to the Contributions received by the Fund as required under the Income Tax Act; and

**32.5 Other Documents or Information**

any other documents or information which may be required by the Act, or are requested by the Responsible Authority.

**33. COMPLAINTS PROCEDURE**

**33.1 If Required by the Act**

The Trustee must, if required by the Act, establish and maintain arrangements for complaints and enquiries by Members.

**33.2 Rights of Beneficiaries**

A Beneficiary has the right to make enquiries into, or complaints about, the operation or management of the Fund in relation to that Beneficiary.

**33.3 Trustee to Deal within 90 Days**

The Trustee must deal with any enquiries or complaints within 90 days after they were made.

## **34. NOTICE TO RESPONSIBLE AUTHORITY OF SIGNIFICANT ADVERSE EVENTS**

### **34.1 Trustee's Responsibility to Notify**

If the Trustee becomes aware of an event having a significant adverse effect on the financial position of the Fund, the Trustee must if required by the Act give written notice to the Responsible Authority setting out particulars of the event. The Trustee must do this no later than the third business day after becoming aware of the event.

### **34.2 Meaning of Significant Adverse Event**

For the purpose of this clause, an event has a significant adverse effect on the financial position of the Fund if, as a result of the event, the Trustee will not, or may not, at a time before the next annual report by the Trustee to the Members, be able to make payments to the Members as and when the obligation to make those payments arises.

### **34.3 Change of Fund Details**

The Trustee must give notice in writing to the Responsible Authority using the approved form specified in the Act of any change in:

- (a) the name of the Fund;
- (b) the postal address, registered address or address for service of notices of the Fund;
- (c) details of the contact person, and contact telephone number and facsimile number for the Fund;
- (d) the membership of the Fund;
- (e) the Trustee, including any change to Individual Trustees, a Corporate Trustee, or Directors of the Corporate Trustee;

within 21 days of the occurrence of the change.

### **34.4 Material Changes and Omissions in Information Previously Given**

If the Trustee becomes aware of a material change or material omission in any information given to the Responsible Authority, the Trustee must if required under the Income Tax Act give written notice to the Responsible Authority setting out particulars of the change or omission. The Trustee must do this no later than 30 days after becoming aware of the change or omission.

## **35. ACCOUNTS**

### **35.1 Separate Accounts**

The Trustee may establish and maintain such Accounts in respect of the Fund and each Member as the Trustee determines, subject to complying with the Act.

## 35.2 Types of Accounts

Without limitation to clause 35.1, the Trustee may establish the following types of Accounts in accordance with this Deed:

- (a) Accumulation Account;
- (b) Income Account;
- (c) Reserve Account; or
- (d) Pension Account.

## 36. ACCUMULATION ACCOUNTS

### 36.1 Credits to Accumulation Accounts

The following amounts may be credited to an Accumulation Account of a Member:

- (a) Contributions made by or on behalf of the Member;
- (b) the proceeds (or any part thereof) of any Policy of Insurance or Annuity in respect of the Member which are paid to the Trustee;
- (c) any amount transferred or rolled over to the Fund from another Approved Superannuation Entity in respect of the Member;
- (d) the investment return (if positive) of the Member's Benefit as determined by the Trustee and transferred from an Income Account;
- (e) any amounts transferred from a Pension Account in respect of the Member; and
- (f) any other amounts as the Trustee may from time to time determine.

### 36.2 Debits to Accumulation Accounts

The following amounts may be debited to an Accumulation Account of a Member:

- (a) any Benefit paid to the Member or a Beneficiary in respect of the Member;
- (b) any amount transferred or rolled over from the Fund in respect of the Member to another Approved Superannuation Entity;
- (c) the investment return (if negative) of the Member's Benefit as determined by the Trustee;
- (d) the costs of any Policy of Insurance or Annuity obtained in respect of a Member;
- (e) the proportion of any amount payable as Taxation in respect of Contributions to the Fund or income of the Fund credited to the Member's Accumulation Account or arising as a result of a Rollover Payment to or from another Approved Superannuation Entity as the Trustee may determine;
- (f) the proportion of any amount representing the reimbursement to the Trustee of costs, charges, or expenses incurred by the Trustee pursuant to this Deed as the Trustee may determine;

- (g) any amount payable to the Trustee in respect of the Trustee's indemnity contained in this Deed;
- (h) any amount transferred from an Accumulation Account to a Pension Account in respect of a Member; and
- (i) any other amounts as the Trustee may from time to time determine.

### **37. INCOME ACCOUNT**

#### **37.1 Credits**

The Income Account may be credited with the following:

- (a) all income, investment earnings and profits of the Fund in each Financial Year;
- (b) any credits arising out of any adjustment made by the Trustee pursuant to this Deed;
- (c) the proceeds of any Policy of Insurance that the Trustee determines should be credited to the Income Account;
- (d) any distribution, dividend or gift paid to the Fund and accepted by the Trustee; and
- (e) any other amount as the Trustee may from time to time determine.

#### **37.2 Debits**

The Trustee may debit the Income Account with the following amounts:

- (a) any loss arising from the disposal or dealing with any investment of the Fund;
- (b) any debits arising from an adjustment made by the Trustee pursuant to this Deed;
- (c) the cost of any Policy of Insurance that the Trustee determines should be debited to the Income Account;
- (d) any amount representing the reimbursement to the Trustee of any costs or charges incurred by the Trustee which the Trustee determines should be debited to the Income Account;
- (e) any amount which is payable or may become payable by way of Taxation in respect of the Contributions or income of the Fund which the Trustee determines should be debited to the Income Account;
- (f) any income transferred to a Reserve Account; and
- (g) any other amount as the Trustee may from time to time determine.

## **38. RESERVE ACCOUNT**

### **38.1 Credits**

Subject to the requirements of the Act, the Trustee may credit the Reserve Account with:

- (a) an amount transferred from the Income Account; or
- (b) any other amount which the Trustee so determines in the Trustee's discretion.

### **38.2 Investment Return on Reserve Account**

Any amount held in the Reserve Account does not form part of any Accumulation Account or Pension Account and any investment return (positive or negative) derived by the Fund on the Reserve Account shall be credited or debited to the Reserve Account from the Income Account.

### **38.3 Purpose and Use includes Reserves**

- (a) The Reserve Account may be used by the Trustee for the purpose of:
  - (i) stabilising investment earnings of the Fund in accordance with the Fund's Investment Strategy; or
  - (ii) the benefit of any Member or Beneficiary or former Member or Beneficiary, including augmenting an Account on any basis that does not breach the Act; or
  - (iii) for such other purposes that are not prohibited by this Deed or the Act as the Trustee may determine in its discretion.
- (b) The Trustee may create and operate separate Reserve Accounts dealing with:
  - (i) investment reserves;
  - (ii) contribution reserves;
  - (iii) miscellaneous reserves;
  - (iv) pension reserves; or
  - (v) any other reserve that is permitted by the Act.

## **39. PENSION ACCOUNT**

The Trustee may establish a Pension Account in respect of a Pensioner from which the Pension shall be paid. The Pension Account may be operated by the Trustee as the Trustee sees fit.

## **40. CALCULATION OF INVESTMENT RETURN AND EARNINGS**

- (a) Following each Balance Date, the Trustee may determine the investment return and investment earnings of the Fund for that Financial Year.

- (b) Subject to the requirements of the Act, the Trustee must determine the investment return to be credited or debited to a Member's Benefit in a way that is fair and reasonable as between all the Members of the Fund and the various kinds of Benefit of each Member of the Fund.
- (c) At any point in time during a Financial Year the Trustee may calculate and determine as it sees fit in a way that is fair and reasonable as between all Members of the Fund the investment return and investment earnings of the Fund for the purpose of applying that investment return in calculating the withdrawal benefit of a Member at that time.

#### **41. CONTRIBUTIONS BY EMPLOYERS**

The Trustee may accept Employer Contributions to the Fund by an Employer on behalf of such of the Employees of the Employer who become Members, as long as the Contribution is permitted by the Act.

#### **42. RECONSTRUCTION OR AMALGAMATION OF AN EMPLOYER**

In the event that an Employer is reconstructed or merges or amalgamates with another Employer, the transfer of service by a Member as an Employee of the former Employer to the service of a new Employer as a result of the reconstruction, merger or amalgamation will be deemed to be a continuation of service by that Member for the purposes of that Member's entitlement to receive any Benefit from the Fund.

#### **43. INSOLVENCY OF TRUSTEE**

If a receiver, receiver and manager, official manager, liquidator, voluntary administrator or any other form of insolvency administrator ("the Administrator") is appointed to, or assumes control over all or part of the assets of the Trustee, then:

- (a) notwithstanding anything express or implied to the contrary in this Deed or in the instrument under which the Administrator has been appointed, all authorities, powers and discretions which are by this Deed vested in or exercisable by the Trustee will, for the duration of the appointment of the Administrator, be vested in and exercisable by the Members by resolution on behalf of that Trustee and not by the Administrator until such time as a new Trustee is appointed; and
- (b) the Administrator must do anything reasonably required by the Members to vest the control and assets of the Fund in the new Trustee appointed by the Members, and the Administrator must act in a manner that is fair and reasonable for the benefit of the Members of the Fund.

#### **44. MEMBER CONTRIBUTIONS**

The Trustee may accept any Member Contribution as long as the Contribution is permitted by the Act.

#### **45. EMPLOYER CONTRIBUTIONS**

##### **45.1 Employer may Contribute**

The Trustee may accept any Employer Contribution in respect of a Member as long as the Contribution is permitted by the Act.

**45.2 Contributions Pursuant to Agreement with Trustee**

If an Employer contributes to the Fund in respect of a Member under any agreement with the Trustee under which the Employer agrees, or is required, to pay Contributions to the Fund, the Employer must separately specify to the Trustee the amount of those Contributions under the Agreement and the amount of Contributions (if any) made pursuant to clause 45.1.

**46. OTHER CONTRIBUTIONS**

The Trustee may accept any other Contributions to the Fund made by or in respect of a Member, including any Child Contribution, Government Contribution, or Spouse Contribution as long as the Contribution is permitted by the Act.

**47. PAYMENT OF CONTRIBUTIONS**

**47.1 No Obligation to Contribute**

A Member does not have any obligation to make a Contribution to the Fund and may remain a Member of the Fund even if a Contribution is not made by or in respect of that Member.

**47.2 Contributions may be in Cash or other Assets**

Any Contribution may be paid either in cash or by the transfer of an asset to the Fund (provided that the asset is an authorised investment pursuant to this Deed and the Investment Strategy) or in any other way that is not prohibited by the Act.

**47.3 Limitation on Accepting Contributions**

- (a) The Trustee must not accept any Contribution if the acceptance of the Contribution would contravene a requirement of the Act.
- (b) In addition to the Trustee's obligations under paragraph (a), the Trustee must not accept a Member Contribution if:
  - (i) the Member has not quoted the Member's Tax File Number to the Trustee; and
  - (ii) that Member Contribution exceeds the amount of the Non-concessional Contributions Cap applicable to the Member.

**47.4 Refund of Ineligible Contributions**

- (a) If the Trustee becomes aware that a Contribution (or aggregate of Contributions) has been accepted by the Trustee from or on behalf of a Member in respect of a relevant Financial Year and the Trustee's acceptance of that Contribution (or aggregate of Contributions) causes either
  - (i) a breach of the Act, or
  - (ii) the Member to exceed either the Member's concessional contributions cap or non-concessional contributions cap within the meaning of the Act for that relevant Financial Year;

the Trustee:

- (iii) must, if required to do so by the Act; or
- (iv) may on request from the Member, and if permitted to do so or if not prohibited from doing so, under the Act;

refund the Contribution (or such part or aggregate of the Contribution or Contributions) that either:

- (v) the Trustee was not permitted to accept by the Act; or
- (vi) exceeded either the Member's Concessional Contributions Cap or Non-concessional Contributions Cap within the meaning of the Act for that relevant Financial Year,

("Excess Contribution") in a manner that complies with or is not prohibited by the Act.

- (b) The amount of the Excess Contribution that is refunded may be:
  - (i) adjusted to take account of any increase or decrease in the value of the Excess Contribution attributable to the investment of the Excess Contribution in the Fund as calculated in accordance with the Act; and
  - (ii) reduced to account for any reasonable administration costs and transaction costs that are reasonably related to the acceptance of the Excess Contribution and do not exceed the true cost of an arm's length transaction.
- (c) If the Trustee has accepted an Excess Contribution and, subject to paragraph (a), elects not to refund the Excess Contribution, or the Trustee is prohibited by the Act from refunding the Excess Contribution, to the Member, the Trustee:
  - (i) must, if required to do so by the Act; or
  - (ii) may, if permitted to do so or if not prohibited from doing so, under the Act;

use and release, in accordance with a release authority under the Income Tax Act given to the Trustee, so much of the Excess Contribution from the Member's Accumulation Account balance as is necessary to pay the Fund's liability for the additional tax (including Medicare levy) that is payable in respect of the Excess Contribution. The balance of the Excess Contribution must remain in the Member's Accumulation Account in the Fund.

#### **47.5 Employer to remit Contributions Promptly**

All Contributions made on behalf of a Member (including by an Employer deducting an amount from the salary or wages payable to the Member) must be paid to the Trustee in the manner and within the timeframe required by the Act.

#### **47.6 Allocation of Contributions**

If required by the Act, all Contributions in respect of a Member received by the Trustee in a month must be allocated to that Member by crediting the Accumulation Account of the

Member within 28 days after the end of the month or, if that is not reasonably practicable, within such longer period as is reasonable in the circumstances.

#### 47.7 Contributions or other Transfers that involve NSW Dutiable Property

- (a) Without limitation to clause 47.2, this clause 47.7 applies where:
- (i) a Member or Members (as **Transferor**) has or have transferred, or agreed to transfer, or will transfer or agree to transfer (**Transfer**) an asset (**Property**) that is *dutiable property* under the *Duties Act 1997 (NSW)* (**NSW Duties Act**), to the Trustee (as **Transferee**) so that the Property becomes an asset of the Fund; and
  - (ii) the Transferor and the Trustee desire that the Transfer be assessed for nominal duty under Section 62A of the NSW Duties Act.
- (b) Notwithstanding any other provision of this Deed to the contrary, this Deed requires, and the Trustee agrees that at all times that the Property (or proceeds of sale of the Property) are an asset of the Fund:
- (i) the Property (or proceeds of sale of the Property) must be used solely for the purpose of providing a retirement benefit to the Transferor;
  - (ii) if the Transferor comprises more than one Member, the Property is to be used for the benefit of each of the those Members comprising the Transferor in the same proportions as the Property was held by them before the Transfer; and
  - (iii) if the Transferor is not the only Member of the Fund, then the Property must be segregated from other assets of the Fund in the following manner:
    - (A) the Property is to be held by the Trustee specifically for the benefit of the Transferor as a Member or Members of the Fund; and
    - (B) the Property (or proceeds of sale of the Property) cannot be pooled with property held for any other Member of the Fund (besides the Transferor); and
    - (C) no other Member of the Fund (besides the Transferor) can obtain an interest in the Property (or proceeds of sale of the Property).
- (c) Notwithstanding any other provision of this Deed to the contrary, at all times that the Property (or proceeds of sale of the Property) are an asset of the Fund, this Deed must not be amended (including any amendment to this clause) if the amendment would have the effect or result that this clause 47.7 is revoked, repealed or amended.

#### 48. CONTRIBUTION SPLITTING

The Trustee may allow a Member to request the Trustee to split the Contributions made in respect of that Member:

- (a) after the end of each Financial Year, in respect of contributions for the previous Financial Year; and
- (b) in the Financial Year in respect of which the contributions are made where the Member is closing the Member's account in the Fund;

with the split amount transferred to the benefit of the Member's Spouse, as long as the contribution split is made in a manner and form that is permitted by the Act.

#### **49. FUND TO PROVIDE BENEFITS**

The Trustee must ensure that the Fund is maintained solely for the purpose of providing the Benefits described in this Deed.

#### **50. RETIREMENT BENEFITS**

##### **50.1 Entitlement**

A Member is entitled to receive from the Fund a Retirement Benefit when:

- (a) in the case of a Member who has reached a Preservation Age that is less than 60 where:
  - (i) an arrangement under which the Member was Gainfully Employed has come to an end; and
  - (ii) the Trustee is reasonably satisfied that the Member intends never to again become Gainfully Employed, either on a full-time or part-time basis; or
- (b) in the case of a Member who has attained age 60 where:
  - (i) an arrangement under which the Member was Gainfully Employed has come to an end on or after the Member attained that age; or
  - (ii) the Trustee is reasonably satisfied that the Member intends never to again become Gainfully Employed, either on a full-time or part-time basis; or
- (c) the Member attains age 65, regardless of whether the Member is or continues to be Gainfully Employed; or
- (d) the Member satisfies any relevant requirements of the Act for the payment of a Benefit notwithstanding that the Member may otherwise continue in Gainful Employment.

##### **50.2 Amount**

The amount of the Retirement Benefit is the balance of the Member's Accumulation Account as advised to the Member by the Trustee.

##### **50.3 Manner of Payment - Superannuation Lump Sum or Pension**

The Member may elect to receive the Retirement Benefit as a Superannuation Lump Sum or as a Pension or in the purchase of an Annuity or partly as any one or more of those forms. If the Member does not make the election, then the Benefit will be paid as a Pension.

## 51. PRESERVATION AGE BENEFITS

### 51.1 Entitlement

A Member is entitled to receive from the Fund a Preservation Age Benefit when the Member attains Preservation Age.

### 51.2 Amount

The Preservation Age Benefit will be the amount determined by the Trustee subject to the requirements of the Act but must not exceed the balance of the Member's Accumulation Account.

### 51.3 Manner of Payment - Non commutable Income Stream

Subject to the conditions of preservation and any other relevant requirements of the Act, the Member may elect to receive the Preservation Age Benefit as a Non commutable income stream as defined in the Act.

If the Member does not make the election, then the Benefit will be paid as a Transition to Retirement Income Stream.

## 52. DEATH BENEFITS

### 52.1 Entitlement

A Death Benefit is payable from the Fund when the Member dies.

### 52.2 Amount

The Death Benefit is the aggregate of:

- (a) the balance of the Member's Accumulation Account as at the date upon which payment is made ("**Accumulation Account Balance**"); and
- (b) if as a result of the Member's death, the Trustee receives the proceeds of any Policy of Insurance effected on behalf of the Member under this Deed ("**Insurance Proceeds**");
  - (i) subject to the requirements of the Act, a proportion expressed as a percentage (which percentage may be anything from 0% to 100% inclusive) of the Insurance Proceeds that the Trustee and the Member have agreed in writing prior to the death of a Member, will be included in the Death Benefit which becomes payable upon the death of that Member ("**Agreed Proportion**") and the remainder (if any) of the Insurance Proceeds that is not allocated to the deceased Member may be retained by the Trustee and transferred to the Reserve Account or allocated to any other Member as the Trustee determines; or
  - (ii) if the Member has died without having made an agreement with the Trustee as to the Agreed Proportion under clause 50.2(b)(i), a proportion expressed as a percentage (which percentage may be anything from 0% to 100% inclusive) of the Insurance Proceeds that the Trustee considers in its absolute discretion to be reasonable to include as part of the Member's

Death Benefit, and the remainder (if any) of the Insurance Proceeds may be retained by the Trustee and transferred to the Reserve Account or allocated to any other Member as the Trustee determines; and

- (c) any other amount (including a Tax Saving Amount) that the Trustee may determine to include in the Death Benefit in a manner that complies with the Act.

### 52.3 Manner of Payment - Trustee's Discretion

- (a) A Death Benefit may be paid in a manner that the Trustee determines in its discretion in the form of a Pension, the purchase of an Annuity or a Superannuation Lump Sum or any one or more of those forms.
- (b) The Trustee must not pay a Death Benefit to a Dependant of a deceased Member as a Pension if doing so is prohibited by the Act.
- (c) Without limitation to clause 52.3(b), a Beneficiary shall not be entitled to receive payment of the Member's Benefit as a Pension unless, at the time of the Member's death, the Beneficiary:
  - (i) is a Dependant of the Member within the meaning of the Act; and
  - (ii) in the case of a child of the Member:
    - (A) is less than 18 years of age; or
    - (B) being 18 or more years of age:
      - (I) is financially dependent on the member and less than 25 years of age; or
      - (II) has a disability of the kind described in subsection 8(1) of the *Disability Services Act 1986*.
- (d) Except where clause (c)(ii)(B)(II) applies, a Beneficiary who is a child of the deceased Member cannot continue to receive the payment of the deceased Member's Death Benefit in the form of a Pension on becoming 25 years of age, and the Benefit must then be commuted to a Superannuation Lump Sum.

### 52.4 Beneficiary Nomination

- (a) The Trustee must allow a Member to make a Beneficiary Nomination in accordance with this Deed.
- (b) A Member who wishes to make a Beneficiary Nomination may request the Trustee to provide such information as the Member reasonably needs for the purpose of understanding the Member's rights to make a Beneficiary Nomination in accordance with this Deed, and the Trustee must comply with that request.
- (c) A Member who has given a Beneficiary Nomination to the Trustee may:
  - (i) amend or revoke the Beneficiary Nomination by giving to the Trustee a notice of amendment or revocation of that Beneficiary Nomination; or

- (ii) replace the existing Beneficiary Nomination by giving to the Trustee a new Beneficiary Nomination made after the date of the existing Beneficiary Nomination.
- (d) Unless sooner revoked by the Member, a Three Year Binding Nomination given to the Trustee ceases to have effect at the end of the period of 3 years after the day it was first signed, or last confirmed or amended, by the Member.
- (e) If an item of information given by a Member in a Beneficiary Nomination is not sufficiently clear to allow the Trustee to pay the Death Benefit in accordance with the Beneficiary Nomination, the Trustee must seek from the Member a written statement to clarify the item as soon as practicable after the Trustee receives the Beneficiary Nomination.
- (f) The Trustee is not responsible or liable to a Member or that Member's estate or any other person for any consequence arising from the Member's Beneficiary Nomination being invalid or ineffective due to the Beneficiary Nomination:
  - (i) having ceased to have effect; or
  - (ii) nominating a Nominated Beneficiary who, at the time of the Member's death, is not the Legal Personal Representative or a Dependant of the Member or is otherwise not permitted under the Act to be the recipient of the Member's Death Benefit.

**53. PERSONS TO RECEIVE DEATH BENEFITS**

- (a) If the Trustee holds a Three Year Binding Nomination or a Non-lapsing Binding Nomination in respect of a deceased Member, the Trustee must pay the Death Benefit to the person or persons referred to as the Nominated Beneficiary in the Beneficiary Nomination if:
  - (i) the person, or each of the persons, were the Legal Personal Representative or a Dependant of the deceased Member at the time of the Member's death; and
  - (ii) the proportion of the Death Benefit that will be paid to that person, or to each of those persons, is certain or readily ascertainable from the Beneficiary Nomination; and
  - (iii) the Beneficiary Nomination is in effect.
- (b) If the Trustee holds a Beneficiary Nomination which is:
  - (i) a Beneficiary Statement of Wishes; or
  - (ii) a Non-lapsing Binding Nomination or a Three Year Binding Nomination which is not valid because it does not conform to the relevant requirements of this Deed, or has lapsed (in the case of a Three Year Binding Nomination),

the Trustee must pay or apply the Death Benefit to or for the benefit of:

- (iii) a person nominated in writing as a Nominated Beneficiary by the deceased Member in the Beneficiary Nomination provided that the Trustee is satisfied

that the person was a Dependant of the deceased Member at the time of death of the Member; or

- (iv) any one or more of the Dependants of the deceased Member; or
- (v) the Legal Personal Representative of the deceased Member;

in such proportions between all or any of the above persons or categories of persons as the Trustee may determine in its discretion, but subject to and provided that:

- (vi) the Trustee may have regard to the wishes of the deceased Member as to the intended recipient of the Death Benefit as evidenced by the Beneficiary Nomination; and
  - (vii) if the Legal Personal Representative of the deceased Member has not been appointed as an Individual Trustee or Director of a Corporate Trustee under clause 8.12 prior to the Trustee's determination in exercise of the Trustee's discretion, the Trustee must pay or apply the Death Benefit to or for the benefit of:
    - (A) the Legal Personal Representative of the deceased Member; or
    - (B) obtain the prior written consent of the Legal Personal Representative of the deceased Member as to the Dependant or Dependants who are to receive the Death Benefit; or
  - (viii) if the Legal Personal Representative of the deceased Member has been appointed as an Individual Trustee or Director of a Corporate Trustee under clause 8.12 prior to the Trustee's determination in exercise of the Trustee's discretion, the Trustee must comply with clause 9.8(d).
- (c) If the Trustee does not hold a Beneficiary Nomination in respect of a deceased Member, the Trustee must pay or apply the Death Benefit to or for the benefit of:
- (i) any one or more of the Dependants of the deceased Member; or
  - (ii) the Legal Personal Representatives of the deceased Member;

in such proportions between all or any of the above persons or categories of persons as the Trustee may determine in its discretion, but subject to and provided that:

- (iii) if the Legal Personal Representative of the deceased Member has not been appointed as an Individual Trustee or Director of a Corporate Trustee under clause 8.12 prior to the Trustee's determination in exercise of the Trustee's discretion, the Trustee must pay or apply the Death Benefit to or for the benefit of:
  - (A) the Legal Personal Representative of the deceased Member; or
  - (B) obtain the prior written consent of the Legal Personal Representative of the deceased Member as to the Dependant or Dependants who are to receive the Death Benefit; or

- (iv) if the Legal Personal Representative of the deceased Member has been appointed as an Individual Trustee or Director of a Corporate Trustee under clause 8.12 prior to the Trustee's determination in exercise of the Trustee's discretion, the Trustee must comply with clause 9.8(d).
- (d) If, after making reasonable enquiries, the Trustee determines that the deceased Member left no Dependants or that there are no Dependants whose existence, identity and whereabouts are satisfactorily known to the Trustee and the Trustee is unable to locate any Legal Personal Representative of the deceased Member, then subject to the requirements of the Act, the Trustee must as soon as practicable pay the Death Benefit in accordance with the Act.
- (e) For the avoidance of doubt, references in this Deed to the Legal Personal Representative of a deceased Member is to any person acting in the capacity of executor, trustee and/or administrator of the estate of the deceased Member, and a payment of a Death Benefit to the Legal Personal Representative means a payment to that person acting in that capacity for the estate of the deceased Member and not to that person personally.
- (f) Subject to the Trustee's complying with the Act and clauses 9.8(d) and 53(a) to (d) inclusive, the Trustee must give effect to the Beneficiary Nomination in so far as the Member directs the Trustee to pay or apply all or part of the Death Benefit:
  - (i) as to any specific amounts or proportions of the Death Benefit; or
  - (ii) as to any specific Fund assets by transfer in-specie subject to clause 58; or
  - (iii) as to any type of Pension or Superannuation Lump Sum; or
  - (iv) as to any combination of (i) to (iii) inclusive.

#### **54. PERMANENT INCAPACITY BENEFITS**

##### **54.1 Entitlement**

A Member is entitled to receive from the Fund a Permanent Incapacity Benefit if the Member suffers Permanent Incapacity.

##### **54.2 Amount**

The Permanent Incapacity Benefit is:

- (a) the balance of the Member's Accumulation Account at the date upon which payment is made; and
- (b) the proceeds of any Policy of Insurance for the Member that are received by the Trustee; and
- (c) provided that, subject to the requirements of the Act and prior to the Permanent Incapacity of a Member, the Trustee and that Member may agree in writing that the Permanent Incapacity Benefit which becomes payable upon the Permanent Incapacity of the Member is to be an amount other than as specified in this clause ("the Other Amount"), and if so agreed, then the Permanent Incapacity Benefit payable by the Trustee upon the Permanent Incapacity of that Member must be the Other Amount.

### 54.3 Manner of Payment - Superannuation Lump Sum or Pension

- (a) The Member may elect to receive the Permanent Incapacity Benefit as a Superannuation Lump Sum or as a Pension or in the purchase of an Annuity or partly as one or more of those forms. If the Member does not make the election, then the Benefit will be paid as a Pension.
- (b) If a Member is incapable of making an election under this clause, the election may be made on behalf of the Member by the Member's legally appointed attorney or guardian.

## 55. TEMPORARY INCAPACITY BENEFITS

### 55.1 Entitlement

A Member is entitled to receive from the Fund a Temporary Incapacity Benefit if the Member suffers Temporary Incapacity.

### 55.2 Amount

The Temporary Incapacity Benefit is:

- (a) the balance of the Member's Accumulation Account (excluding the Member's *minimum benefits* as defined in the Act) at the date upon which payment is made; and
- (b) the proceeds of any Policy of Insurance for the Member that are received by the Trustee; and
- (c) provided that, subject to the requirements of the Act and prior to the Temporary Incapacity of a Member, the Trustee and that Member may agree in writing that the Temporary Incapacity Benefit which becomes payable upon the Temporary Incapacity of the Member is to be an amount other than as specified in this clause ("the Other Amount"), and if so agreed, then the Temporary Incapacity Benefit payable by the Trustee upon the Temporary Incapacity of that Member must be the Other Amount.

### 55.3 Manner of Payment

A Temporary Incapacity Benefit must be paid to a Member as a Non-commutable Income Stream in a manner that is required or permitted by the Act.

## 56. OTHER BENEFIT PAYMENTS

### 56.1 Prescribed Event

A Member is entitled to receive, and to request payment of, any other Benefit that the Trustee is permitted by the Act to pay to the Member upon the Member satisfying a Prescribed Event, including benefits on account of:

- (a) the Member being a temporary resident permanently departing Australia;
- (b) the Member suffering severe financial hardship;
- (c) the Member suffering a terminal medical condition; -

- (d) compassionate grounds; or
- (e) the Trustee being given a release authority under the Act in relation to the Member.

#### **56.2 Amount and Manner of Payment**

Unless otherwise expressly provided in this Deed or required or prohibited by the Act, the amount of the Benefit and the manner in which it is paid to or in respect of the Member must be determined by the Trustee subject to the requirements of the Act but must not exceed the balance of the Member's Accumulation Account as advised to the Member by the Trustee.

#### **56.3 Temporary Residents Permanently Departing Australia**

If a Member was the holder of an eligible temporary resident visa within the meaning of the Act that has expired or that has been cancelled and the Member has departed from Australia, the Trustee must, upon receiving a request from the Member and being satisfied of the foregoing, pay that Member's Benefit as a single Superannuation Lump Sum in a time and manner as permitted by the Act and after withholding or deducting any Taxation or other charges that the Trustee is required or entitled to withhold or deduct.

### **57. BENEFITS PAYABLE AS A PENSION**

#### **57.1 Payment of Pension**

A Benefit that is payable as a Pension must be paid to the Pensioner as a Pension in accordance with this Deed but always subject to the requirements of the Act.

#### **57.2 Type of Agreed Pension and Pension Agreement**

- (a) The Trustee and the Pensioner may agree to any type, manner or form of Pension being provided to the Pensioner that suits the needs of the Pensioner, subject to the requirements of this Deed and the Act.
- (b) If the Trustee and the Pensioner agree on a particular type of Pension to be provided to the Pensioner (the "Agreed Pension"), the terms, conditions or governing rules of the Agreed Pension must be recorded and evidenced in writing, whether by formal written agreement, minutes or other document ("the Pension Agreement") including specifying any particular rules and requirements of the Act governing the Agreed Pension (the "Agreed Pension Rules") that must be included in the Pension Agreement.
- (c) Any Pension Agreement made under this clause must be read and construed in conjunction with and will be deemed to form part of this Deed as between the Trustee and the Pensioner but does not otherwise constitute an amendment to this Deed.
- (d) If there is any inconsistency between any requirement of the Agreed Pension Rules and:

- (i) any provision of this Deed - then the requirement of the Agreed Pension Rules prevails; or
- (ii) any relevant requirement of the Act - then the requirement of the Act prevails;

to the extent of that inconsistency.

### 57.3 Amount of Pension

The Trustee will determine the amount of any Pension and may take account of:

- (a) the wishes of the Pensioner; and
- (b) if required for the purpose of that Pension, actuarial advice obtained from an Actuary as to the appropriate amount and manner of the payments of the Pension after taking all relevant factors and assumptions into account, including the Pensioner's life expectancy, the Investment Strategy guidelines for that Pension, and any prudential requirements imposed on the Trustee by the Act; and
- (c) any other relevant requirements of the Act or the Responsible Authority.

### 57.4 Segregation of Pension Assets

The Trustee must, if required, in relation to each Pension:

- (a) segregate and set apart assets of the Fund for each Pensioner for the sole purpose of enabling the Fund to discharge the whole or part of any current or non-current liability in relation to the payment of the Pension as those liabilities fall due for payment; and
- (b) obtain actuarial certificates from an Actuary in relation to the adequacy of the segregated assets to meet the current and non-current liabilities as the Trustee considers necessary to satisfy the Act.

### 57.5 Conditions Applicable to All Pensions

The following conditions apply to the payment of any Pension from the Fund:

- (a) the Pension must be paid from the balance of the Pension Account of the Pensioner or from the Reserve Account;
- (b) the payments of the Pension are made at least annually;
- (c) the Pension must not be able to be transferred to any person unless the Act permits; and
- (d) the capital value of the Pension and the income from the Pension must not be used as security for any borrowing unless the Act permits.

#### 57.6 **Variation to Pension Amount**

The Trustee may vary the Pension from time to time as long as the variation:

- (a) complies with any relevant requirement of the Act;
- (b) is in accordance with any ongoing actuarial advice that is required to be obtained or maintained; and/or
- (c) complies with any Pension Agreement for that Pension.

#### 57.7 **Limitation on Pension Amount**

The total instalments of a Pension payable in respect of a Pensioner must not exceed the balance of the Pensioner's Pension Account at the relevant time.

#### 57.8 **Death of Pensioner**

Subject to the Act and any Agreed Pension Rules made in a Pension Agreement under clause 57.2(b), if a Pensioner dies leaving an amount in credit in the Pension Account of the Pensioner:

- (a) if one or more persons have been nominated in a Pension Agreement as reversionary beneficiaries (**Reversionary Beneficiaries**) who are Dependants of the Pensioner within the meaning of the Act, the Trustee must pay the Pension to the Reversionary Beneficiary(ies) as a Reversionary Pension in accordance with the Pension Agreement; or
- (b) if no Reversionary Pension is payable under a Pension Agreement, the Trustee must pay the balance of the Pension Account as a Death Benefit in the manner determined under clause 52.3 to the persons determined under clause 53.

For the avoidance of any doubt, if the Pensioner has made a Beneficiary Nomination, then upon the death of the Pensioner, the Trustee's obligations under a Pension Agreement to pay the Agreed Pension to a Reversionary Beneficiary takes priority over the payment of any death benefit that would be payable under the Pensioner's Beneficiary Nomination if not for the Trustee's obligations under the Pension Agreement to pay the Agreed Pension to the Reversionary Beneficiary.

#### 57.9 **Application to Convert Superannuation Lump Sum Benefit to Pension**

A Member may by written application to the Trustee elect to convert to a Pension the whole or any part of a Benefit which is payable as a Superannuation Lump Sum but has not already been paid under this Deed.

#### 57.10 **Commutation of Pension to a Superannuation Lump Sum**

On the written application of a Pensioner or Nominated Beneficiary of a deceased Pensioner, the Trustee must commute the whole or any part of a Pension payable from the Fund to the Pensioner or Nominated Beneficiary, as the case may be, provided that the commutation would not cause the Trustee or the Fund to breach any relevant requirement of the Act. The Trustee must not commute the Pension if a relevant requirement of the Act prohibits its commutation.

- (a) The Trustee may apply the amount of the commuted Pension by either:
  - (i) retaining the amount in the Fund as a credit to an Accumulation Account for the Pensioner or Nominated Beneficiary; or
  - (ii) paying the amount as a Benefit in the form of a Superannuation Lump Sum or Pension in accordance with the provisions of this Deed.
- (b) If part of a Pension is commuted, the Trustee may reduce the total amount of the instalments in respect of the balance of the Pension payable to the Pensioner by an amount that the Trustee considers appropriate subject to the compliance with any relevant requirement of the Act.

#### 57.11 Purchase of Pension or Annuity from Third Party

A Member may request that the Trustee apply the Benefit payable to the Member to purchase a Pension or Annuity for or in respect of the Member from a third party.

#### 57.12 Minimum Pension Standards

- (a) If the Agreed Pension is:
  - (i) an Allocated Pension;
  - (ii) an Account-Based Pension;
  - (iii) Lifetime Pension;
  - (iv) Fixed Term Pension;
  - (v) a Market-Linked Pension;
  - (vi) a Non-commutable Allocated Pension;
  - (vii) a Non-commutable Pension;
  - (viii) a Transition to Retirement Income Stream; or
  - (ix) a Non-commutable Income Stream;

then the Agreed Pension Rules in the Pension Agreement must detail all of the minimum pension standards, as specified in the Act, that the Pension is required to meet ("**Minimum Pension Standards**").

- (b) Without limitation to clause 57.12(a), if the Agreed Pension is a Lifetime Pension or a Fixed Term Pension then, if necessary, the Trustee must obtain and act upon an actuarial certificate obtained from an Actuary as to the appropriate amount and manner of the payments of the Pension after taking all relevant factors and assumptions into account, including the Pensioner's life expectancy, any Investment Strategy guidelines for the Pension, the balance of the Pensioner's Pension Account, and any prudential requirements imposed on the Trustee by the Act in order that the Trustee can meet the requirements of the Minimum Pension Standards for the Pension.

## **58. PAYMENT OF BENEFIT BY TRANSFER IN SPECIE**

### **58.1 Transfer of Assets**

The Trustee may with the written consent of a Beneficiary to whom a Benefit is payable transfer any asset of the Fund to that Beneficiary in satisfaction of the payment of the whole or part of the amount of the Benefit provided:

- (a) the amount of the Benefit which is satisfied is equivalent to the value of the transferred asset;
- (b) the payment is made as a Superannuation Lump Sum and not as the payment of a Pension;
- (c) the Trustee is satisfied that the transfer is permitted by the Act; and
- (d) unless the Trustee otherwise determines, the value of any assets to be transferred is based on the current market value of those assets.

### **58.2 Transfer of Policy of Insurance**

If a Benefit is payable to a Beneficiary and the Benefit includes any interest in a Policy of Insurance, the Trustee may, in its absolute discretion and in lieu of surrendering the Policy of Insurance, assign the Policy of Insurance to that Beneficiary. The value of the Policy of Insurance as at the date of assignment must be debited as a payment made to the Beneficiary in the relevant Account. The Trustee is not responsible for payment of any further premiums which become payable under the Policy of Insurance on and from the date of assignment.

## **59. RESTRICTIONS ON PAYMENT OR DEALINGS WITH BENEFITS**

### **59.1 Compliance with the Act**

- (a) The Trustee must not pay or deal with any Benefit or other amount from the Fund to or in respect of any Beneficiary in any circumstances which would cause the Trustee or the Fund to be in breach of any relevant requirement of the Act.
- (b) The Trustee may pay or deal with any Benefit to or in respect of a Member if the Trustee's action is permitted under this Deed or under the Act in respect to a member of an Australian complying regulated self managed superannuation fund.

### **59.2 Trustee Must Act**

The Trustee must do anything necessary that the Trustee sees fit including adjusting the amount or terms of payment of Benefits in order to comply with any relevant requirements of the Act.

## **60. CONDITIONS FOR PAYMENT OF PRESERVED BENEFITS**

### **60.1 Entitlement to Preserved Benefit**

A Beneficiary is only entitled to receive a Benefit comprising preserved benefits within the meaning of, and as permitted by, the Act.

### **60.2 Unrestricted Non-Preserved Benefits**

The Trustee may pay to a Beneficiary at any time, any part of a Member's Benefit comprising unrestricted non-preserved benefits within the meaning of, and as permitted by, the Act.

### **60.3 Member May Request Transfer**

A Member may request the Trustee to transfer the preserved Benefit to another Approved Superannuation Entity selected by the Member and in which the Member is a participant or eligible to participate.

### **60.4 Trustee may transfer Preserved Benefit**

If the Trustee does not receive a request from a Member under clause 60.3 and the Trustee is satisfied that there exists an Approved Superannuation Entity in which the Member is a participant or eligible to participate and the trustees thereof are authorised and willing to accept a transfer of the preserved Benefit, then the Trustee may transfer that preserved Benefit to that other Approved Superannuation Entity without the Member's request or consent.

### **60.5 Power of Attorney**

The Member will be deemed to have irrevocably appointed the Trustee as the attorney for that Member for the purpose of securing that Member's participation in the Approved Superannuation Entity to which the transfer is made and the Trustee may act unilaterally in the name of the Member for that purpose.

## **61. POSTPONEMENT OF BENEFIT PAYMENTS**

### **61.1 To Facilitate Administration**

Subject to compliance with the Act, the Trustee may for the purpose of facilitating the administration of the Fund postpone the commencement of the payment of any Benefit for any period not exceeding six months or, with the approval of the Beneficiary to which the Benefit is payable, a longer period after the happening of the event upon which the Benefit becomes payable.

### **61.2 At Request of Beneficiary**

Subject to compliance with the Act, the Trustee may, at the written request of any Beneficiary entitled to receive payment of a Benefit, withhold payment of that Benefit for a period of time that is agreed between the Trustee and the Beneficiary.

## **62. TRANSFERS FROM APPROVED SUPERANNUATION ENTITIES**

### **62.1 Trustee May Take Interest**

If a Member is or was a member of or a beneficiary under any other Approved Superannuation Entity, the Trustee may at the request of that Member receive from the trustee of the other Approved Superannuation Entity the whole or any part of the interest of that Member in the other Approved Superannuation Entity.

### **62.2 Trustee To Hold Subject to this Deed**

The Trustee must credit any interest transferred to the Trustee under this clause as part of the Fund in an Accumulation Account for that Member.

### **62.3 Payment of Special Unpreserved Benefits**

If an interest which is transferred to the Fund from an Approved Superannuation Entity was not a preserved Benefit in the Approved Superannuation Entity, then, subject to compliance with the Act and any other conditions pertaining to the payment of that interest, the interest may be paid by the Trustee to the Beneficiary of the interest at the request of the Beneficiary.

### **62.4 Member Subject to Fund**

A person whose interest in another Approved Superannuation Entity is transferred to the Fund under this clause becomes a Member and is subject to the rights and obligations of this Deed. If the Trustee so determines the person becomes a Member of the Fund effective from the date on which the person's interest was transferred to the Fund.

## **63. TRANSFERS TO APPROVED SUPERANNUATION ENTITIES**

### **63.1 Trustee May Transfer with Member's Consent or Request**

- (a) The Trustee may if requested by a Member, or if the Member consents subject to any conditions that the Trustee determines, transfer to any Approved Superannuation Entity in which the Member is or will be a participant or eligible to participate any Benefit of that Member as at the date of transfer ("the Transferred Amount").
- (b) If the Trustee requires further information in relation to the Member's request, the Trustee must within 10 working days after receiving the request, ask the Member for the information. If the Trustee has not received the information within 10 working days after making the request, the Trustee must make reasonable further inquiries of the Member to obtain the information.

### **63.2 Trustee May Transfer without Member's Consent**

The Trustee may, and where required by the Act must, transfer to any Approved Superannuation Entity in which the Member is or will be a participant or eligible to participate, the Benefit of that Member as at the date of transfer ("the Transferred Amount") if:

- (a) the Trustee believes on reasonable grounds that the trustee of the Approved Superannuation Entity into which the Transferred Amount is to be transferred or rolled over has received the Member's consent to the transfer or rollover; or
- (b) the transfer or rollover is required by the Act.

### 63.3 **Receipt of Transferred Amount**

The receipt by the proper officer of the other Approved Superannuation Entity of the Transferred Amount will be a sufficient discharge to the Trustee. The Trustee is not responsible for the payment or disposal by the trustees of the other Approved Superannuation Entity of the Transferred Amount.

### 63.4 **Extinguishment of Rights**

Upon the Trustee completing the transfer of the Transferred Amount in respect of a Member all of the rights and interests of that Member in the Fund and under this Deed (and all rights and interests of any Beneficiary entitled to claim in respect of the Member) in respect of the Transferred Amount will come to an end.

### 63.5 **Adjustment of Other Benefits upon Transfer**

The Trustee may make any adjustments to the Benefit of the other Members of the Fund as the Trustee considers appropriate in the circumstances of any transfer but subject to the requirements of the Act. Any adjusted Benefits may be substituted for the Benefits otherwise provided under this Deed and this Deed will apply on the same terms to those adjusted Benefits.

### 63.6 **Compliance with the Act**

No Benefit may be transferred to another Approved Superannuation Entity if the Trustee or the Fund would breach a relevant requirement of the Act.

### 63.7 **Transfer to Member's New SMSF**

If the Trustee determines under clause 63.2 to transfer the Transferred Amount to an Approved Superannuation Entity which is to be a new self managed superannuation fund established for the Member ("**Member's New SMSF**"), the Trustee may rely on this Deed as a record and evidence of the Member's irrevocable consent to the Trustee:

- (a) establishing a company to act as trustee of the Member's New SMSF with the Member consenting to act as a sole director, secretary and shareholder of the company;
- (b) establishing and registering the Member's New SMSF on behalf of the Member; and
- (c) transferring the Transferred Amount to the Member's New SMSF.

**63.8 Power of Attorney**

The Member will be deemed to have irrevocably appointed the Trustee as the attorney for that Member for the purpose of securing that Member's participation in the Approved Superannuation Entity to which the transfer is made and the Trustee may act unilaterally in the name of the Member for that purpose.

**64. MEMBER MAY REQUEST ROLLOVER PAYMENT**

If a Member wishes to make a Rollover Payment of all or any of the Member's Benefit, the Member must complete and provide to the Trustee all documentation required by the Act to enable the Rollover Payment to be completed in accordance with the requirements of the Act.

**65. TERMINATION OF THE FUND**

**65.1 Grounds for Termination**

The Fund must be terminated if:

- (a) a resolution of the Members determines to terminate the Fund and they give notice in writing of the determination to the Trustee;
- (b) there are no Members in the Fund and no Beneficiary with any interest in the Fund; or
- (c) subject to a resolution (of approval) of the Members, the Trustee resolves to terminate the Fund.

**65.2 Notice of Termination**

Upon the termination of the Fund the Trustee must give notice in writing to each Employer and each of the Members that the Fund has or is to be terminated as from a specified date ("the Termination Date").

**65.3 Winding up of the Fund**

On and from the Termination Date:

- (a) no further Contributions may be made or accepted other than any arrears of Contributions due prior to the Termination Date;
- (b) the Trustee must call up and collect any arrears of Contributions;
- (c) the Trustee must pay out of the Fund any expenses incurred by or on behalf of the Fund;
- (d) the Trustee must distribute the balance of the Fund in a manner that the Trustee considers appropriate in accordance with the Deed until all Benefits which are or could become payable to Beneficiaries have been paid, applied or dealt with by the Trustee;
- (e) the Trustee must otherwise continue to administer the Fund in accordance with the Deed;

- (f) if a surplus in the Fund remains after the payment of all Benefits to Members or their Dependants, the Trustee must distribute the surplus to or for the benefit of any Members or former Members, any Dependants of those Members or former Members, or the Legal Personal Representatives of any such Members, former Members, or Dependants, as the Trustee determines in its discretion; and
- (g) the Trustee must take all other necessary steps, including lodging a final return with the Responsible Authority, to wind up the Fund in accordance with the requirements of the Act.

## **66. DISSOLUTION OF THE FUND**

Upon the satisfactory winding up of the Fund by the Trustee pursuant to clause 65.3, the Fund will be deemed to be dissolved.

## **67. AVAILABILITY OF DEED**

The Trustee must keep a copy of this Deed and make it available for inspection during normal business hours by any person who is, or was within the preceding 12 months, a Beneficiary.

## **68. AMENDMENT OF DEED**

### **68.1 Who may Amend**

- (a) The Trustee may at any time amend, add to, vary or rescind any of the provisions of this Deed (including this clause) ("the Amendment") subject to this clause and compliance with the Act.
- (b) The Trustee must amend, add to, vary or rescind any of the provisions of this Deed (including this clause) ("the Amendment") in accordance with and to give effect to a resolution of the Members concerning the Amendment, but subject to this clause and compliance with the Act.
- (c) In the case of any Amendment that is proposed to be made in the period after the death of a Member and prior to any Trustee resolution concerning the payment of the deceased Member's Death Benefit, the Legal Personal Representative of the deceased Member must have given prior written consent to the proposed Amendment and any such proposed Amendment is not effective if made without that consent.

### **68.2 How Amendment Effected**

The Amendment must be made by:

- (a) a deed executed by the Trustee; or
- (b) an oral declaration or written resolution of the Trustee which is evidenced by a minute of meeting of the Trustee confirming the oral declaration or written resolution.

**68.3 Date of Amendment**

The Amendment may be effective from the date on which the Amendment is made or from any earlier or later date that is specified for that purpose in the deed or minute of meeting effecting the Amendment.

**68.4 Consent by Beneficiary**

If a proposed Amendment would adversely alter the Benefit of any Beneficiary, the proposed Amendment must not be made or become effective unless:

- (a) the Trustee has obtained that Beneficiary's consent in writing to the Amendment by following the procedure specified in the Act; or
- (b) the Act permits the proposed Amendment to be made by the Trustee without that Beneficiary's consent.

**68.5 Notice to Members**

As soon as practicable after the Deed has been amended, the Trustee must give to each Member a written statement explaining the nature and purpose of the Amendment and the effect of the Amendment on the entitlement of the Members.

**68.6 Notice to Responsible Authority**

If required by the Act, the Trustee must lodge a copy of the Deed or Minutes of Meeting effecting the Amendment with the Responsible Authority.

**68.7 Amendments concerning Compliance with the Act**

If the proposed Amendment is to be made to enable the Fund to comply with any relevant requirement of the Act, the Amendment may be made without the consent of any Member even if the Member's Benefit may be adversely altered by the Amendment.

**68.8 Restriction on Amendments**

An Amendment must not be made to this Deed (including an Amendment to this clause) if it would have the effect or result that the Fund does not have or will not continue to have:

- (a) the sole or primary purpose of providing Old-Age Pensions as provided in this Deed; or
- (b) a Corporate Trustee as Trustee of the Fund.

**69. TAXATION**

**69.1 Taxation of Benefits**

If any Taxation is payable in respect of a Benefit payable to a Beneficiary, then the Trustee must if required by the Act deduct or arrange to have deducted the amount of

the Taxation (including any interest payable thereon) from the Benefit, and account for the Taxation to the proper Responsible Authority and pay the net Benefit to that Beneficiary.

#### **69.2 Taxation on Contributions**

If any Taxation is payable in respect of any Contribution made by or on behalf of a Member, the Trustee must if required by the Act deduct or arrange to have deducted the amount of the Taxation (including any interest payable thereon) from the relevant Member's Accumulation Account, and account for the Taxation to the proper Responsible Authority.

#### **69.3 Taxation on Income**

If any Taxation is payable in respect of any Income of the Fund, the Trustee must if required by the Act deduct or arrange to have deducted the amount of the Taxation (including any interest payable thereon) from the Income Account or other relevant Account determined by the Trustee, and account for the Taxation to the proper Responsible Authority.

#### **69.4 Taxation Deductions**

The Trustee may claim a deduction for any expense permitted under the Act, including a deduction for a future liability to pay Benefits.

### **70. PROOF OF ENTITLEMENT BY BENEFICIARIES**

Any person claiming to be entitled to any Benefit must, if requested by the Trustee produce to the Trustee satisfactory evidence of that entitlement and do the acts and execute the documents that the Trustee may reasonably require.

### **71. NO PERSONAL CLAIM OF MEMBERS OR DEPENDANTS FOR INTEREST**

No Beneficiary or person claiming through or on behalf of a Beneficiary is entitled to claim payment of any interest in the Fund, except as provided in this Deed.

### **72. COMPENSATION RIGHTS OF MEMBERS NOT LIMITED**

This Deed does not affect any rights of a Member or the Legal Personal Representative of a Member arising under any statutory enactment or at common law in circumstances where the Member is injured or dies as a result of an event arising in the course of the employment of the Member.

### **73. FAMILY LAW PROCEEDINGS**

#### **73.1 Operation of this Clause**

- (a) Without limitation to clause 3 of this Deed, the Trustee must act in conformity with any obligations imposed on the Trustee under the Family Law Act even if this Deed does not authorise that act or prohibits that act.
- (b) An expression that is defined in the Family Law Act will have the same meaning when that expression is used in this clause.

### 73.2 Superannuation Agreement

- (a) The Trustee must comply with the Family Law Act in giving effect to a superannuation agreement that is in force and made under the Family Law Act between a Member and a non-member spouse of that Member.
- (b) Whenever any splittable payment becomes payable in respect of a superannuation interest identified in the superannuation agreement which is not an unsplitable interest:
  - (i) the Trustee must pay to the non-member spouse the amount (if any) calculated in accordance with the Family Law Act; and
  - (ii) the Trustee must make a corresponding reduction in the Benefit Entitlement of the Member to whom the splittable payment would have been made but for the payment split.
- (c) The payment of the entitlement of the non-member spouse under a payment split must, if required by the SIS Act, be made by the Trustee to a regulated superannuation fund or retirement savings account for the benefit of the non-member spouse.

### 73.3 Court Order

The Trustee must comply with any order made by a court that imposes obligations on the Trustee under the Family Law Act.

### 73.4 Request for Information

The Trustee must comply in the manner prescribed by the Family Law Act with any proper application made to the Trustee under the Family Law Act by an eligible person for information about the superannuation interest of a Member.

## 74. PRIVACY

The Trustee must comply, and ensure that the Fund complies, with all relevant requirements of the Privacy Act to the extent that they are applicable to the Trustee or the Fund.

## SMSF TRUST DEED PRECEDENT - SIS ACT COMPLIANCE STATEMENT

SMSF Trust Deed Precedent (Version 08/15)  
Compliance under *Superannuation Industry (Supervision) Act 1993 (Cth) (SIS Act)*

1. Madgwicks has prepared this SMSF Trust Deed Precedent (Version 08/15) document (comprising Index and Clauses 1 to 74 inclusive on pages 1 to 68) (**SMSF Trust Deed Precedent**) as a proforma precedent for use with regulated self managed superannuation funds.
2. Madgwicks has authorised the administrator of your SMSF to attach the SMSF Trust Deed Precedent to a Schedule and Signing Pages prepared by your SMSF administrator that contain the particular details of your SMSF, so that the combined SMSF Trust Deed Precedent, Schedule and Signing Pages comprise your SMSF's complete SMSF Trust Deed.
3. Madgwicks does **not** prepare, check, nor take responsibility for, the Schedule or Signing Pages of your complete SMSF Trust Deed, or for the identity of the parties or other details of your SMSF identified in the Schedule, or for checking the signing of the Signing Pages. Madgwicks provides no advice to the parties involved with the SMSF that uses this SMSF Trust Deed Precedent unless Madgwicks is requested to do so in writing. Other than directly relating to the content of this SMSF Trust Deed Precedent, Madgwicks disclaims all and any liability which arises without Madgwicks involvement.
4. Subject to the foregoing, Madgwicks confirms that as at 1 July 2015:
  - (a) Clauses 1-74 (inclusive) of the SMSF Trust Deed Precedent satisfy the requirements for matters to be included in the governing rules of a regulated self managed superannuation fund under the SIS Act and the regulations made under the SIS Act; and
  - (b) the SMSF Trust Deed Precedent does not contain clauses that cause a regulated self managed superannuation fund governed by the SMSF Trust Deed Precedent to be in breach of or not comply with the SIS Act or the regulations made under the SIS Act.

### **Madgwicks**

Lawyers  
ABN 82 199 611 971  
Level 33, 140 William Street  
Melbourne Vic 3000  
Australia

NOTES of Jennifer Irene Watters made on 18 October 2016.

- ESTABLISHMENT** It was RESOLVED to establish forthwith a Superannuation Fund to provide benefits for myself and such other persons as become Members of the Fund and that the Commencement Date of the Fund be the date of this meeting.
- OBJECT** It was RESOLVED that the object of the Fund be to generate pensions in retirement and other benefits for person who become Members of the Fund.
- NAME** It was RESOLVED that the name of the Fund be Wayne and Jennifer Watters SMSF.
- TRUST DEED** It was RESOLVED that the Trust Deed as provided be adopted to govern the Fund and be executed by the relevant parties.
- CONTRIBUTIONS** It was RESOLVED that Contributions made to the Fund from time to time will be at a level necessary to attain the abovementioned objective and shall be made either by the Employer, jointly by the Employer and Members, or by any Employer, Members, Spouses and any other person permitted under the superannuation law as may be decided from time to time.
- TRUSTEES** It was NOTED that Wayne and Jennifer Watters SMSF Pty Ltd (ACN 615417288), a Company whose Registered Office is situated at Level 17, 2 Chifley Square, SYDNEY, New South Wales, has consented to act as Trustee of the Fund and it was DECIDED that agreement be hereby given to the appointment and that the Company be appointed as first Trustee.

Signed as a correct record

  
\_\_\_\_\_  
Founding Member

RESOLUTION of the Directors of Wayne and Jennifer Watters SMSF Pty Ltd (ACN 615417288)

**CONSENT TO ACT  
AS TRUSTEE**

The Chairman reported that Jennifer Irene Watters had advised of their proposal to establish a Superannuation Fund for the benefit of themselves and such other persons who become Members and had enquired if the Company would be willing to act as Trustee of the Fund proposed to be named the Wayne and Jennifer Watters SMSF.

It was RESOLVED that such appointment be accepted.

Signed and agreed by

  
\_\_\_\_\_  
Jennifer Irene Watters

27/10/16.  
Dated

  
\_\_\_\_\_  
Wayne Arthur Watters

27.10.2016.  
Dated

**Statement By Director of Wayne and Jennifer Watters SMSF Pty Ltd the Trustee of the Wayne and Jennifer Watters SMSF ("The Fund")**

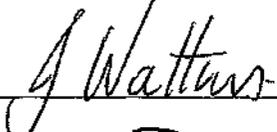
I, Jennifer Irene Watters, hereby consent to acting as a director of Wayne and Jennifer Watters SMSF Pty Ltd, the company acting as trustee of the Fund.

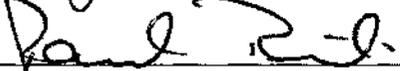
I have never been found guilty of or convicted of a dishonest conduct offence either in Australia or elsewhere.

I am not a bankrupt and I have not, in the preceding 3 years from the date of this statement, entered into a deed of assignment or arrangement or a composition with my creditors under Part X of the Bankruptcy Act. I am not, therefore disqualified from acting as a responsible officer of the trustee of the Fund under part 15 of the Superannuation Industry (Supervision), Act 1993.

A receiver, or a receiver and manager or an official manager, or a deputy official manager, or a provisional liquidator has not been appointed in respect of Wayne and Jennifer Watters SMSF Pty Ltd nor has it begun to be wound up. Wayne and Jennifer Watters SMSF Pty Ltd is therefore not disqualified from acting as the trustee of the Fund under Part 15 of the Superannuation Industry (Supervision) Act 1993.

Dated the eighteenth day of October two thousand sixteen

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Witness

**Statement By Director of Wayne and Jennifer Watters SMSF Pty Ltd the Trustee of the Wayne and Jennifer Watters SMSF ("The Fund")**

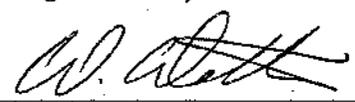
I, Wayne Arthur Watters, hereby consent to acting as a director of Wayne and Jennifer Watters SMSF Pty Ltd, the company acting as trustee of the Fund.

I have never been found guilty of or convicted of a dishonest conduct offence either in Australia or elsewhere.

I am not a bankrupt and I have not, in the preceding 3 years from the date of this statement, entered into a deed of assignment or arrangement or a composition with my creditors under Part X of the Bankruptcy Act. I am not, therefore disqualified from acting as a responsible officer of the trustee of the Fund under part 15 of the Superannuation Industry (Supervision), Act 1993.

A receiver, or a receiver and manager or an official manager, or a deputy official manager, or a provisional liquidator has not been appointed in respect of Wayne and Jennifer Watters SMSF Pty Ltd nor has it begun to be wound up. Wayne and Jennifer Watters SMSF Pty Ltd is therefore not disqualified from acting as the trustee of the Fund under Part 15 of the Superannuation Industry (Supervision) Act 1993.

Dated the eighteenth day of October two thousand sixteen

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Witness

RESOLUTIONS of the Trustees of the Wayne and Jennifer Watters SMSF

**REGULATED FUND**

It was RESOLVED that the Trustees elect to be a regulated superannuation fund under the Superannuation Industry (Supervision) Act 1993. It was NOTED that this election is irrevocable.

**ADMINISTRATION**

It was RESOLVED to retain the services of Multiport Pty. Ltd. of Level 17, 2 Chifley Square, Sydney, New South Wales to administer the Fund. The services provides to the Trustees of the Fund are outlined in the client administration agreement.

**TAX AGENT**

It was RESOLVED that Multiport Pty. Ltd. will arrange for the appointment of a registered Tax Agent for the Fund.

**AUDITOR**

It was RESOLVED to defer appointment of an Auditor of the Fund to a later date and that such discretion be exercised by the Administrator.

**COMPLIANCE WITH  
CHAPTER 8**

It was RESOLVED that the Form of Application tabled and used by the first persons to be invited to be Members of the Fund be and is hereby the approved Form of Application pursuant to Clause 8 of the Trust Deed.

**MEMBERSHIP  
APPLICATIONS**

It was RESOLVED that the persons invited to become Members of the Fund by the Trustees on this day be approved as Members of the Fund upon receipt of their Membership Applications providing there are no unusual circumstances arising therein.

**REGULATOR & ATO  
FORMS**

It was RESOLVED that the Chairman be authorised to sign all necessary ATO and Regulator forms, to the extent permitted by law, and subsequently lodge those forms with the ATO.

**GOODS & SERVICES  
TAX (GST)**

It was RESOLVED that the Trustees shall decide whether the fund should be a registered GST entity at a separate meeting.

**INSURANCES**

It was RESOLVED to effect the insurance policies held by the Trustees on behalf of the Fund as listed in the Member's Information Register. When the policies are received the Register is to be completed by the Fund Administrator and the Trustees shall pay the premiums on the policies.

**INVESTMENTS**

It was RESOLVED that the Trustees shall formulate an investment strategy at a separate meeting and that the Fund Investments shall be made in accordance with that strategy.

**EXPENSES**

It was RESOLVED to pay the appropriate fees together with any associated additional out-of-pocket expenses and charges incurred on behalf of this Fund.

**BANK ACCOUNT**

It was RESOLVED that the Secretary should establish a suitable Account in the name of the Wayne and Jennifer Watters SMSF with Macquarie Investment Management Limited of 1 Shelley Street, Sydney, New South Wales and the account and all dealings with the bank shall be operated by any one of the Trustees, or any two authorised officers of Multiport Pty Ltd.

Signed and agreed by

  
\_\_\_\_\_  
Jennifer Irene Watters

*JW*  
27  
~~26~~/10/16  
\_\_\_\_\_  
Dated

  
\_\_\_\_\_  
Wayne Arthur Watters

27.10.16.  
\_\_\_\_\_  
Dated

# Application for Membership Form

TO The Trustees of the Wayne and Jennifer Watters SMSF  
(hereinafter called "the Fund")

MADE BY Full Name Jennifer Irene Watters  
Address 1 Jersey PL, CROMER, New South Wales  
Gender F  
Date of Birth 25/03/1958  
Personal Tax File No. 126-393-417

## Application and Declaration

I hereby apply for Membership of the Fund and, if accepted, I agree to be bound by all the terms, provisions and conditions of the Trust Deed governing the Fund. I confirm that I am eligible to join the Fund and will confirm my ability to contribute to the Fund as required by the Trustees. I agree to the current Trustees acting as Trustees of the Fund. I understand a copy of the Trust Deed is available to me, at any reasonable time from the Fund Administrator.

DATED this 27<sup>th</sup> day of OCTOBER 20 16.

SIGNED J. Watters.

## Tax File Number Notification - Important Information

TFN law requires Trustees to ask you to provide your TFN to your super fund. Providing it to your fund will allow the Trustees to use your TFN for purposes stated in superannuation law. These purposes include:

- Taxing eligible termination payments at concessional rate;
- Finding and amalgamating your super benefits where insufficient information is available;
- Passing you TFN to the ATO when receiving a benefit or you have unclaimed money after reaching age pension age;
- Providing your TFN to a super fund receiving any benefits you may transfer. We will not pass your TFN to another fund if you advise us in writing not to do so, and
- Reporting superannuation contribution surcharge information to the ATO.

You are not required to provide your TFN. Declining to quote your TFN is not an offence. However, if you do not give your Fund your TFN, either now or later,

- You may pay more tax on your super benefits than you have to (you will get this back at the end of the year in your income tax assessment,
- It may be more difficult to find your super benefit or amalgamate any multiple accounts if you change your address without notifying the Trustee, and
- Surcharge contributions tax (which may not be payable if you provided your TFN) may be payable on contributions made for or by you.

# Application for Membership Form

TO The Trustees of the Wayne and Jennifer Watters SMSF  
(hereinafter called "the Fund")

MADE BY Full Name Wayne Arthur Watters  
Address 1 Jersey PL, CROMER, New South Wales  
Gender M  
Date of Birth 29/08/1960  
Personal Tax File No. 263-336-120

## Application and Declaration

I hereby apply for Membership of the Fund and, if accepted, I agree to be bound by all the terms, provisions and conditions of the Trust Deed governing the Fund. I confirm that I am eligible to join the Fund and will confirm my ability to contribute to the Fund as required by the Trustees. I agree to the current Trustees acting as Trustees of the Fund. I understand a copy of the Trust Deed is available to me, at any reasonable time from the Fund Administrator.

DATED this

27

day of

10

20

16.

SIGNED



## Tax File Number Notification - Important Information

TFN law requires Trustees to ask you to provide your TFN to your super fund. Providing it to your fund will allow the Trustees to use your TFN for purposes stated in superannuation law. These purposes include:

- Taxing eligible termination payments at concessional rate;
- Finding and amalgamating your super benefits where insufficient information is available;
- Passing you TFN to the ATO when receiving a benefit or you have unclaimed money after reaching age pension age;
- Providing your TFN to a super fund receiving any benefits you may transfer. We will not pass your TFN to another fund if you advise us in writing not to do so, and
- Reporting superannuation contribution surcharge information to the ATO.

You are not required to provide your TFN. Declining to quote your TFN is not an offence. However, if you do not give your Fund your TFN, either now or later,

- You may pay more tax on your super benefits than you have to (you will get this back at the end of the year in your income tax assessment,
- It may be more difficult to find you super benefit or amalgamate any multiple accounts if you change your address without notifying the Trustee, and

Surcharge contributions tax (which may not be payable if you provided your TFN) may be payable on contributions made for or by you.

