

# **MINUTES OF MEETING TO ESTABLISH THE OPERATION OF THE FENG FAMILY SUPER FUND**

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**DATE:** 17 June 2015

**PRESENT:**

Zhe Feng.

**HELD AT:**

16/12 Grace St, NUNDAH, QLD 4012.

**CHAIRPERSON:**

Zhe Feng was appointed Chairperson of the meeting.

**TABLE A MOTION TO ESTABLISH THE OPERATIONS OF THE FUND:**

The Chairperson tabled a motion to establish the operations of The Feng Family Super Fund under the Fund's SMSF Strategies Rules. This means, amongst other things that the Trustee should undertake the following steps:

1. Become a regulated complying self-managed superannuation fund;
2. Apply for an Australian Business Number and a Tax File Number for the fund;
3. Establish a cash account (such as a cash management trust) or cheque account for the fund as a clearing account for contributions and monies received and benefits and monies paid. Monies need to be deposited into this account as soon as practicable to cater for the running expenses of the fund;
4. Appoint an administrator and/or accountant to the fund. The administrator and/or accountant's role is to provide information and reports as required under any administration agreement between the Trustee of the fund and the administrator;
5. Appoint an auditor to the fund. The Superannuation Laws provide that an auditor must be appointed to the fund on a yearly basis to provide an assessment of the fund's compliance with the superannuation laws. The appointment should be in writing and evidenced by a Trustee minute to appoint an auditor.

**TRUSTEE RESOLUTIONS:**

**IT WAS RESOLVED** by the Trustee to complete the following:

1. Establish a cash account and deposit funds in the account to be held in the name of the Trustee;
2. Notify the ATO of the fund's intent to become a regulated self managed superannuation fund as well as completing ABN and TFN forms to be filed with the ATO;
3. Formulate and implement an investment strategy of the fund in accordance with section 52(2)(f) of the SIS Act 1993;
4. Seek consent to act and appoint relevant professionals including, where required, an accountant, administrator, auditor, SMSF expert, SMSF investment expert and any other professional.
5. Accept Zhe Feng as initial Member of the Fund.

**MEETING CLOSED:**

**SIGNED BY THE CHAIRPERSON:**

A handwritten signature in black ink, appearing to be 'Zhe Feng', written over a horizontal line.

**Zhe Feng**