LING CUSTODIAN PTY LTD ACN 601 529 604

RESOLUTION OF DIRECTORS

We, being all the directors of the Company, resolve that the Company:

- accept the position as trustee of the proposed Ling Custodian Trust; and
- sign the Trust Deed for the Trust.

DATED \$ -9-

2014

Kevin Lee Chung Ling

Ronald James Gollagher

FML10140477 7262994v1

LING SUPER FUND PTY LTD ACN 601 533 000

RESOLUTION OF DIRECTORS MADE PURSUANT TO CONSTITUTION OF COMPANY

We, being all the directors of the Company, resolve that the Company (in its capacity as trustee of the Ling Superannuation Fund) sign the trust deed for the proposed Ling Custodian Trust in which the Company is named as beneficiary and which is produced with this resolution.

DATED⊀ 2014

Nevill Lee Chang Ling

Ronald James Gollagher

FML10140477 7262994v1

APPOINTMENT OF AGENT

To: Ling Custodian Pty Ltd ACN 601 529 604 as trustee of the Ling Custodian Trust (Nominee)

- 1. The person named in the schedule as the purchaser irrevocably appoints you to act as their agent in the purchase of the property described in schedule and for that purpose on behalf of the purchaser to:
 - (a) negotiate the purchase of the property at the price and on the terms set out in the schedule; and
 - (b) sign a contract and any necessary ancillary documents to effect the purchase of the property.
- 2. The purchaser agrees to indemnify you from and against all liabilities you may incur by reason of you acting as agent under this authority.
- 3. You must hold the benefit of the contract and the property (on completion) as nominee for the purchaser.
- 4. The purchaser will pay the purchase price and all expenses connected with the acquisition of the property.

SCHEDULE

Name of purchaser:

Ling Super Fund Pty Ltd ACN 601 533 000 as trustee for the Ling

Superannuation Fund

Property:

50% interest in Lot 2 on Registered Plan 30373, County of Stanley, Parish of Redcliffe, Title Reference: 16997245 (135 Margate Parade,

Margate, Queensland 4019)

SIGNED AS AN AGREEMENT

SIGNED by LING SUPER FUND PTY LTD ACN 601 533 000 as Purchaser in accordance with section 127(1) of the Corporations Act 2001 (Cth) by two directors: Director KEVIN LEE CHUNG LING	Director // RONALD JAMES GOLLAGHER
+ 8 9 14 Date	X & -9-4 Date
Ling Custodian Pty Ltd ACN 601 529 604 as trustee the obligations imposed on it pursuant to the terms of	of the Ling Custodian Trust as Nominee accepts of this Authority.
SIGNED by LING CUSTODIAN PTY LTD AS TRUSTEE OF THE LING CUSTODIAN TRUST as Nominee in accordance with section 127(1) of the Corporations Act 2001 (Cth) by two directors: Director KEVIN LEE CHUNG LING	Director/ RONALD JAMES GOLLAGHER
× 8/9/14 Date	B'-9-14

FML10140477 7262936v1

CONSENT TO ACT

AND

DECLARATION AS TO STATUS

[Superannuation Industry (Supervision) Act 1993]

To:

The Trustee

Ling Superannuation Fund

From: Kevin Lee Chung Ling

- I am a Director of Ling Super Fund Pty Ltd ACN 601 533 000 I consent to continue to act as a Director, and to the appointment of Ling Super Fund Pty Ltd as Trustee of Ling Superannuation Fund.
- 2. I am not a disqualified person as set out in the Superannuation Industry (Supervision) Act 1993 as:
 - 2.1 I have not at any time:
 - (a) been convicted of any offence relating to dishonest conduct; or
 - (b) had a civil penalty order under that Act made against me;
 - 2.2 I am not an undischarged bankrupt;
 - (a) my property is not subject to control in a bankruptcy context by any person; or
 - (b) during the last three years I have not entered into any assignment, arrangement or composition with my creditors under any law of any State or any country; and
- I am not aware that any of my fellow trustees, directors, or any secretary or executive
 officer of the trustee company of Ling Superannuation Fund is a disqualified person
 having regard to the criteria set out in paragraph 2 above.

XKevin Lee Chung Ling
8914

DMH10139076 7264513v1

CONSENT TO ACT

AND

DECLARATION AS TO STATUS

[Superannuation Industry (Supervision) Act 1993]

To: The Trustee

Ling Superannuation Fund

From: Ronald Gollagher

- I am a Director of Ling Super Fund Pty Ltd ACN 601 533 000 I consent to continue to act as a Director, and to the appointment of Ling Super Fund Pty Ltd as Trustee of Ling Superannuation Fund.
- 2. I am not a disqualified person as set out in the Superannuation Industry (Supervision) Act 1993 as:
 - 2.1 I have not at any time:
 - (a) been convicted of any offence relating to dishonest conduct; or
 - (b) had a civil penalty order under that Act made against me;
 - 2.2 I am not an undischarged bankrupt;
 - (a) my property is not subject to control in a bankruptcy context by any person;or
 - (b) during the last three years I have not entered into any assignment, arrangement or composition with my creditors under any law of any State or any country; and
- 3. I am not aware that any of my fellow trustees, directors, or any secretary or executive officer of the trustee company of Ling Superannuation Fund is a disqualified person having regard to the criteria set out in paragraph 2 above.

Ronald Gollagher

Date

DMH10139076 7264513v1

LING SUPER FUND PTY LTD 601 533 000

RESOLUTION OF DIRECTORS MADE PURSUANT TO CONSTITUTION OF COMPANY

We, being all of the Directors of the Company RESOLVE as follows:

SUPERANNUATION

FUND TRUSTEE:

That the Company accept the position as Trustee of Ling

Superannuation Fund.

SIGNING

OF DEEDS:

That Kevin Lee Chung Ling and Ronald Gollagher sign the

Superannuation Fund Trust Deeds on behalf of the Company.

ELECTION TO

BECOME REGULATED

FUND:

That the Company sign and lodge with the ATO the Application to

Register for The New Tax System Superannuation Entities.

MEMBERSHIP

OF THE FUND:

That the Company provide a Product Disclosure Statement to the

persons who have applied to become members.

That the Company admit the following persons to membership of the

Fund:

MEMBERS NAME

ADDRESS

CLASS

Kevin lee Chung Ling

129 Galaxy Street, Bridgeman Downs Qld A

4035

INVESTMENT
OBJECTIVES

AND STRATEGY:

That the Company take steps to determine its formal Investment

Objectives for the Fund and the Strategy required to implement those

Objectives.

DATED the ON

day of Sopremen 2014

* KEVIN LEE/LHUNG LING

∕RON∦LD GOLLAGHER

DMH10139076 7264513v1

LING SUPER FUND PTY LTD ACN 601 533 000

MADE ON 29 AUGUST 2014 AT A SAMEM

I, INGRID BRONWEN COSTELLO being the Sole Director of the Company resolve and declare that:

- Kevin Lee Chung Ling and Ronald James Gollagher having consented to act as Directors, Kevin Lee Chung Ling and Ronald James Gollagher be appointed as Directors of the Company, such appointment to be effective as and from the close of this meeting.
- Kevin Lee Chung Ling having consented to act as Secretary, Kevin Lee Chung Ling be
 appointed as Secretary of the Company, such appointment to be effective as and from the close
 of this meeting.
- Kevin Lee Chung Ling having consented to act as Public Officer of the Company, Kevin Lee
 Chung Ling be appointed Public Officer of the Company, such appointment to be effective as
 and from the close of this meeting.
- I, having executed a Resignation as Director of the Company, accept the resignation, effective as and from 30 August 2014.
- As and from the date of this Minute the registered office of the Company be at Level 1, 1355
 Gympie Road, Aspley QLD 4034.
- Applications had been made for allotment of the following shares:
 - One (1) ordinary class fully paid \$1.00, in the capital of the Company from Kevin Lee Chung Ling
 - One (1) ordinary class fully paid \$1.00, in the capital of the Company from Ronald James Gollagher
- For the purposes of redeeming my subscriber's share, one share be allotted to Kevin Lee Chung Ling.
- The Company redeem, out of the proceeds of the issue of ordinary shares made for the purposes of the redemption, the one (1) subscribers' shares of \$1.00 in the capital of the Company, for the sum of \$1.00.
- The remainder of the shares be alloted as applied for.

SIGNED

Lotul

INGRID BRONWEN COSTELLO

29.08.14

Date

DMH10139076 7264437v1

LING SUPER FUND PTY LTD ACN 601 533 000

SHAREHOLDER'S MINUTE

MADE ON 29 AUGUST 2014 AT 2.15 AMPM

I, INGRID BRONWEN COSTELLO being the Sole Shareholder of the Company resolve and declare that:

- The Company has been registered on 29 August 2014.
- I adopt as the Constitution for the Company the separate document marked as such which I have signed.
- The Company not being required to appoint an auditor, no auditor be appointed for the time being.

SIGNED INGRID BRONWEN COSTELLO

DMH10139076 7264437V1

CONSENT TO ACT AS DIRECTOR

TO:	LING SUPER FUND PTY LTD
i, KEVIN	LEE CHUNG LING consent to act as a Director of LING SUPER FUND PTY LTD
DATED	he Effect day of September 2014
	KEVIN LEE CHUNG LING
	CONSENT TO ACT AS SECRETARY
TO:	LING SUPER FUND PTY LTD
i, KEVIN	LEE CHUNG LING consent to act as a Secretary of LING SUPER FUND PTY LTD
DATED 1	he 8th day of September 2014
	Quant
	X KEVIN LEE CHUNG LING
	CONSENT TO ACT AS PUBLIC OFFICER
TO:	LING SUPER FUND PTY LTD
I, KEVIN	LEE CHUNG LING consent to act as Public Officer of LING SUPER FUND PTY LTD
DATED (he 8th day of September 2014
	* Paint
	KEVIN LEE CHUNG LING

CONSENT TO ACT AS DIRECTOR

TO: LING SUPER FUND PTY LTD

I, RONALD JAMES GOLLAGHER consent to act as a Director of LING SUPER FUND PTY LTD

DATED the

871+ day of September 2014

DMH10139076 7264437v1

I, INGRID BRONWEN COSTELLO being the first shareholder of LING SUPER FUND PTY LTD
appoint myself to be the First Director as from the date of incorporation.
DATED 29 August 2014
Ilostella INGRID BRONWEN COSTELLO
THE STATE STATE OF THE STATE OF
I, INGRID BRONWEN COSTELLO consent to act as first director of LING SUPER FUND PTY LTD.
DATED 29 August 2014
Mortell
INGRID BRONWEN COSTELLO

DMH10139076 7263491v1

RESIGNATION OF DIRECTOR

TO: LING SUPER FUND PTY LTD

I, Ingrid Bronwen Costello resign as Director of Ling Super Fund Pty Ltd.

DATED 30 August 2014

INGRID BRONWEN COSTELLO

DMH10139076 7264437v1

Instructions and form for SMSF trustees

Trustee declaration

To be completed by trustees and directors of corporate trustees of self-managed super funds.



Read this declaration in conjunction with Self-managed super funds – Key messages for trustees (NAT 71128).



WHO SHOULD COMPLETE THIS DECLARATION?

You must complete this declaration if you become a new trustee (or director of a corporate trustee) of:

- a new self-managed super fund (SMSF)
- an existing SMSF.

You must sign this declaration within 21 days of becoming a trustee or director of a corporate trustee of an SMSF.

A separate declaration is required to be completed and signed by each and every new trustee.

You must also complete the declaration if you are a legal personal representative who has been appointed as trustee (or director of a corporate trustee) on behalf of a:

- member who is under a legal disability (usually a member under 18 years old)
- member for whom you hold an enduring power of attorney
- deceased member.

INFORMATION YOU NEED TO READ

Make sure you read Self-managed super funds – key messages for trustees (NAT 71128). It highlights some of the key points from the declaration and some important messages for you.

BEFORE COMPLETING THIS DECLARATION

Before you complete and sign this declaration, make sure you:

- read each section
- understand all the information it contains.

If you have any difficulties completing this declaration or you do not fully understand the information it contains:

- speak to a professional adviser
- visit www.ato.gov.au
- phone us on 13 10 20.

If you're not familiar with some of the terms used in this declaration or you need more information, refer to *Running a self-managed super fund* (NAT 11032).

WHEN COMPLETING THIS DECLARATION

When you complete this declaration, remember to:

- insert the full name of the fund at the beginning
- sign and date it
- ensure it is signed and dated by a witness (anyone over the age of 18 years).

WHAT SHOULD YOU DO WITH THE DECLARATION?

You must keep your completed declaration for at least 10 years and make it available to us if we request it.

We recommend that you keep a copy of your completed declaration and refer to it and *Self-managed super funds – key messages for trustees* (NAT 71128), which is available on the ATO website, when making important decisions, such as those relating to choosing investments, accepting contributions and paying benefits.



Do not send your completed declaration to us

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PUBLISHED BY

Australian Taxation Office Canberra December 2012



Self-managed super fund trustee declaration

I understand that as an individual trustee or director of the corporate trustee of

Fund name	
LING SUPERANNUATION FUND	

I am responsible for ensuring that the fund complies with the *Superannuation Industry (Supervision) Act 1993* (SISA) and other relevant legislation. The Commissioner of Taxation (the Commissioner) has the authority and responsibility for administering the legislation and enforcing the fund's compliance with the law.

I must keep myself informed of changes to the legislation relevant to the operation of my fund and ensure the trust deed is kept up to date in accordance with the law and the needs of the members.

If I do not comply with the legislation, the Commissioner may take the following actions:

- impose administrative penalties on me
- enter into agreements with me to rectify any contraventions of the legislation
- disqualify me from being a trustee or director of a corporate trustee of any superannuation fund in the future
- remove the fund's complying status, which may result in significant adverse tax consequences for the fund
- prosecute me under the law, which may result in fines or imprisonment.

SOLE PURPOSE

I understand it is my responsibility to ensure the fund is only maintained for the purpose of providing benefits to the members upon their retirement (or attainment of a certain age) or their beneficiaries if a member dies. I understand that I should regularly evaluate whether the fund continues to be the appropriate vehicle to meet this purpose.

TRUSTEE DUTIES

I understand that by law I must at all times:

- act honestly in all matters concerning the fund
- exercise skill, care and diligence in managing the fund
- act in the best interests of all the members of the fund
- ensure that members only access their super benefits if they have met a legitimate condition of release
- refrain from entering into transactions that circumvent restrictions on the payment of benefits
- ensure that my money and other assets are kept separate from the money and other assets of the fund
- take appropriate action to protect the fund's assets (for example, have sufficient evidence of the ownership of fund assets)
- refrain from entering into any contract or do anything that would prevent me from, or hinder me in, properly performing or exercising my functions or powers as a trustee or director of the corporate trustee of the fund
- allow all members of the fund to have access to information and documents as required, including details about
 - the financial situation of the fund
 - the investments of the fund
 - the members' benefit entitlements.

I also understand that by law I must prepare, implement and regularly review an investment strategy having regard to all the circumstances of the fund, which include, but are not limited to:

- the risks associated with the fund's investments
- the likely return from investments, taking into account the fund's objectives and expected cash flow requirements
- investment diversity and the fund's exposure to risk due to inadequate diversification
- the liquidity of the fund's investments having regard to the fund's expected cash flow requirements in discharging its existing and prospective liabilities (including benefit payments)
- whether the trustees of the fund should hold insurance cover for one or more members of the fund.

Investment restrictions

I understand that, as a trustee or director of the corporate trustee of the fund, subject to certain limited exceptions specified in the law, I am prohibited from:

- lending money of the fund to, or providing financial assistance to, a member of the fund or a member's relative (financial assistance means any assistance that improves the financial position of a person directly or indirectly, including the provision of credit)
- acquiring assets (other than business real property, listed securities, certain in-house assets and acquisitions made under mergers allowed by special determinations or acquisitions as a result of a breakdown of a relationship) for the fund from members or other related parties of the fund
- borrowing money (or maintaining an existing borrowing) on behalf of the fund except in certain limited circumstances (while limited recourse borrowing arrangements are permitted, they can be complex and particular conditions must be met to ensure that legal requirements are not breached)

having more than 5% of the market value of the fund's total assets at the end of the income year as in-house assets (these are loans to, or investments in, related parties of the fund – including trusts – or assets subject to a lease or lease arrangement between the trustee and a member, relative or other related party)

entering into investments on behalf of the fund that are not made or maintained on an arm's length (commercial) basis (this ensures the purchase or sale price of the fund's assets and any earnings from those assets reflects their market value).

Accepting contributions and paying a benefit

I understand that I can only accept contributions and pay benefits (income streams or lump sums) to members or their beneficiaries when the conditions specified in the law and the fund trust deed have been met.

Administration

I understand that the trustees of the fund must:

- keep and retain for at least 10 years
 - minutes of all trustee meetings at which matters affecting the fund were considered (this includes investment decisions and decisions to appoint members and trustees)
 - records of all changes of trustees, including directors of the corporate trustee
 - each trustee's consent to be appointed as a trustee of the fund or a director of the corporate trustee
 - all trustee declarations
 - copies of all reports given to members
- ensure that the following are prepared and retained for at least five years
 - an annual statement of the financial position of the fund
 - an annual operating statement
 - copies of all annual returns lodged
 - accounts and statements that accurately record and explain the transactions and financial position of the fund
- ensure that an approved auditor is appointed within the prescribed period (currently this is no later than 31 days before the
 due date for lodgment of the fund's annual return but this may change to 45 days) to audit the fund for each income year,
 and provide that auditor with documents as requested
- lodge the fund's annual return, completed in its entirety, by the due date
- notify the ATO within 28 days of any changes to the
 - membership of the fund, or trustees or directors of the corporate trustee
 - name of the fund
 - contact person and their contact details
 - postal address, registered address or address for service of notices for the fund
- notify the ATO in writing within 28 days of the fund being wound up or after becoming aware that the fund has ceased to be an SMSF.

DECLARATION

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

- I must ensure this document is retained for at least 10 years or while I remain a trustee or director of the corporate trustee (whichever is longer) and, if I fail to do this, penalties may apply.
- I may have to make this document available for inspection by a member of staff of the ATO and, if I fail to do this, penalties may apply.
- I do not have access to the government's financial assistance program that is available to trustees of Australian Prudential Regulation Authority (APRA) regulated funds in the case of financial loss due to fraudulent conduct or theft.

Kevin Lee Chung Ling	
Trustee's or director's signature	1
. 4	Date
Disa	Day 8 Month Year 114
	×
Witness' name (witness must be over the age of 18 years)	
SAM GRECO	
Witness' signature	
	Date
Mus	Day Month Year
	Trustee's or director's signature Witness' name (witness must be over the age of 18 years) SAM GREW Witness' signature

Instructions and form for SMSF trustees

Trustee declaration

To be completed by trustees and directors of corporate trustees of self-managed super funds.



Read this declaration in conjunction with Self-managed superfunds – Key messages for trustees (NAT 71128).





WHO SHOULD COMPLETE THIS DECLARATION?

You must complete this declaration if you become a new trustee (or director of a corporate trustee) of:

- a new self-managed super fund (SMSF)
- an existing SMSF.

You must sign this declaration within 21 days of becoming a trustee or director of a corporate trustee of an SMSF.

A separate declaration is required to be completed and signed by each and every new trustee.

You must also complete the declaration if you are a legal personal representative who has been appointed as trustee (or director of a corporate trustee) on behalf of a:

- member who is under a legal disability (usually a member under 18 years old)
- member for whom you hold an enduring power of attorney
- deceased member.

INFORMATION YOU NEED TO READ

Make sure you read Self-managed super funds – key messages for trustees (NAT 71128). It highlights some of the key points from the declaration and some important messages for you.

BEFORE COMPLETING THIS DECLARATION

Before you complete and sign this declaration, make sure you:

- read each section
- understand all the information it contains.

If you have any difficulties completing this declaration or you do not fully understand the information it contains:

- speak to a professional adviser
- visit www.ato.gov.au
- **■** phone us on **13 10 20**.

If you're not familiar with some of the terms used in this declaration or you need more information, refer to *Running a self-managed super fund* (NAT 11032).

WHEN COMPLETING THIS DECLARATION

When you complete this declaration, remember to:

- insert the full name of the fund at the beginning
- sign and date it
- ensure it is signed and dated by a witness (anyone over the age of 18 years).

WHAT SHOULD YOU DO WITH THE DECLARATION?

You must keep your completed declaration for at least 10 years and make it available to us if we request it.

We recommend that you keep a copy of your completed declaration and refer to it and *Self-managed super funds – key messages for trustees* (NAT 71128), which is available on the ATO website, when making important decisions, such as those relating to choosing investments, accepting contributions and paying benefits.



Do not send your completed declaration to us

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Australian Taxation Office Canberra December 2012



Self-managed super fund trustee declaration

I understand that as an individual trustee or director of the corporate trustee of

Fund name		
LING SUPERANNUATION FUND		

I am responsible for ensuring that the fund complies with the *Superannuation Industry (Supervision) Act 1993* (SISA) and other relevant legislation. The Commissioner of Taxation (the Commissioner) has the authority and responsibility for administering the legislation and enforcing the fund's compliance with the law.

I must keep myself informed of changes to the legislation relevant to the operation of my fund and ensure the trust deed is kept up to date in accordance with the law and the needs of the members.

If I do not comply with the legislation, the Commissioner may take the following actions:

- impose administrative penalties on me
- enter into agreements with me to rectify any contraventions of the legislation
- disgualify me from being a trustee or director of a corporate trustee of any superannuation fund in the future
- remove the fund's complying status, which may result in significant adverse tax consequences for the fund
- prosecute me under the law, which may result in fines or imprisonment.

SOLE PURPOSE

I understand it is my responsibility to ensure the fund is only maintained for the purpose of providing benefits to the members upon their retirement (or attainment of a certain age) or their beneficiaries if a member dies. I understand that I should regularly evaluate whether the fund continues to be the appropriate vehicle to meet this purpose.

TRUSTEE DUTIES

I understand that by law I must at all times:

- act honestly in all matters concerning the fund
- exercise skill, care and diligence in managing the fund
- act in the best interests of all the members of the fund
- ensure that members only access their super benefits if they have met a legitimate condition of release
- refrain from entering into transactions that circumvent restrictions on the payment of benefits
- ensure that my money and other assets are kept separate from the money and other assets of the fund
- take appropriate action to protect the fund's assets (for example, have sufficient evidence of the ownership of fund assets)
- refrain from entering into any contract or do anything that would prevent me from, or hinder me in, properly performing or exercising my functions or powers as a trustee or director of the corporate trustee of the fund
- allow all members of the fund to have access to information and documents as required, including details about
 - the financial situation of the fund
 - the investments of the fund
 - the members' benefit entitlements.

I also understand that by law I must prepare, implement and regularly review an investment strategy having regard to all the circumstances of the fund, which include, but are not limited to:

- the risks associated with the fund's investments
- the likely return from investments, taking into account the fund's objectives and expected cash flow requirements
- investment diversity and the fund's exposure to risk due to inadequate diversification
- the liquidity of the fund's investments having regard to the fund's expected cash flow requirements in discharging its existing and prospective liabilities (including benefit payments)
- whether the trustees of the fund should hold insurance cover for one or more members of the fund.

Investment restrictions

I understand that, as a trustee or director of the corporate trustee of the fund, subject to certain limited exceptions specified in the law, I am prohibited from:

- lending money of the fund to, or providing financial assistance to, a member of the fund or a member's relative (financial
 assistance means any assistance that improves the financial position of a person directly or indirectly, including the provision
 of credit)
- acquiring assets (other than business real property, listed securities, certain in-house assets and acquisitions made under mergers allowed by special determinations or acquisitions as a result of a breakdown of a relationship) for the fund from members or other related parties of the fund
- borrowing money (or maintaining an existing borrowing) on behalf of the fund except in certain limited circumstances (while limited recourse borrowing arrangements are permitted, they can be complex and particular conditions must be met to ensure that legal requirements are not breached)

- having more than 5% of the market value of the fund's total assets at the end of the income year as in-house assets (these are loans to, or investments in, related parties of the fund including trusts or assets subject to a lease or lease arrangement between the trustee and a member, relative or other related party)
- entering into investments on behalf of the fund that are not made or maintained on an arm's length (commercial) basis (this ensures the purchase or sale price of the fund's assets and any earnings from those assets reflects their market value).

Accepting contributions and paying a benefit

I understand that I can only accept contributions and pay benefits (income streams or lump sums) to members or their beneficiaries when the conditions specified in the law and the fund trust deed have been met.

Administration

I understand that the trustees of the fund must:

- keep and retain for at least 10 years
 - minutes of all trustee meetings at which matters affecting the fund were considered (this includes investment decisions and decisions to appoint members and trustees)
 - records of all changes of trustees, including directors of the corporate trustee
 - each trustee's consent to be appointed as a trustee of the fund or a director of the corporate trustee
 - all trustee declarations
 - copies of all reports given to members
- ensure that the following are prepared and retained for at least five years
 - an annual statement of the financial position of the fund
 - an annual operating statement
 - copies of all annual returns lodged
 - accounts and statements that accurately record and explain the transactions and financial position of the fund
- ensure that an approved auditor is appointed within the prescribed period (currently this is no later than 31 days before the due date for lodgment of the fund's annual return but this may change to 45 days) to audit the fund for each income year, and provide that auditor with documents as requested
- lodge the fund's annual return, completed in its entirety, by the due date
- notify the ATO within 28 days of any changes to the
 - membership of the fund, or trustees or directors of the corporate trustee
 - name of the fund
 - contact person and their contact details
 - postal address, registered address or address for service of notices for the fund
- notify the ATO in writing within 28 days of the fund being wound up or after becoming aware that the fund has ceased to be an SMSF.

DECLARATION

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

- I must ensure this document is retained for at least 10 years or while I remain a trustee or director of the corporate trustee (whichever is longer) and, if I fail to do this, penalties may apply.
- I may have to make this document available for inspection by a member of staff of the ATO and, if I fail to do this, penalties may apply.
- I do not have access to the government's financial assistance program that is available to trustees of Australian Prudential Regulation Authority (APRA) regulated funds in the case of financial loss due to fraudulent conduct or theft.

Trustee's or director's name	
Ronald Gollagher	
Trustee's or director's signature	
MID-	Date
	Day 8714 S1271 1.7/ 3 A
<i>4// ***</i>	Day STH Shappy Year
Witness' name (witness must be over the age of 18 years)	
SAM GRECIO	
Witness' signature	
	Date
<i>M</i> .	
114-108-	Day Month Year
Meren	Day Month Year 8 1 9 1/4

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