

MINUTES OF MEETING OF TRUSTEES OF BROOKER FAMILY SUPERANNUATION FUND

HELD AT: 14 WAYMOUTH AVENUE, GLANDORE, SA 5037

ON: _____
(date and time)

PRESENT: Paul Brooker and Ann Brooker

CHAIRPERSON: It was resolved to elect **Paul Brooker** as Chairperson of the meeting.

Noted - Winding up of Fund

- 1 The Trustee has reviewed the governing rules of the Fund and determined that the Trustee (with the consent of the members, or their legal personal representatives where applicable) has the power to wind up the Fund.

Resolutions

- 2 To:
 - a) commence the winding up process;
 - b) comply with the governing rules of the Fund and superannuation laws for the winding up;
 - c) when all requirements have been completed, the Fund is to be terminated on 31 January 2024 ("**Closing Date**") or such other date as the Trustee determines.
 - d) notify the Australian Taxation Office in its final annual return of the Fund being wound up.
- 3 To give each member:
 - a) notice that the Fund is to be wound up;
 - b) notice of the proposed Closing Date; and
 - c) a copy of a Deed of Winding Up for their signature.
- 4 If relevant, to give each contributing employer of the Fund notice that the Fund is to be wound up and notice of the Closing Date.
- 5 Not to accept any further contributions to the Fund from the Closing Date except any arrears of contributions due on or before the Closing Date if received before the execution of the Deed of Winding Up.
- 6 To ensure there are no credit or debit balances in any member or other Fund account, to distribute or roll over as appropriate all member benefits and allow for final liabilities and to ensure that, on the termination of the Fund, it has no assets and no liabilities.
- 7 To ensure that all tax activity statements are up to date, and all financial statements and accounts are prepared and all audit requirements are in order.

- 8 To ensure that all tax lodgement and payment obligations are met and, if a pension was being paid, to lodge with the ATO the final transfer balance account report, and deal with any necessary PAYG payment summaries.
- 9 To close all bank and financial accounts and other accounts.
- 10 To dispose of all assets of the Fund in accordance with the law and the governing rules of the Fund.
- 11 To ensure the final audit is completed after the financial statements and tax returns are completed before lodging the Fund's final return with the ATO indicating that it is the final return (which is sufficient notice to the ATO of the termination of the Fund) and ensure the ATO's confirmation that the Fund has been noted as wound up is received and that the ATO has cancelled the Fund's ABN.

The Chairperson

Signed by Paul Brooker:



Paul Brooker
Chairperson

Dated: 2023-11-28

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Document Signers

Signer 1

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Signed on Pages 2
Verification Mode SMS Code



DOCUMENT AUDIT LOG

DATE TIME	USER	TRANSACTION
2023-11-28 09:30 +10:00	SUPPORT@GREENFROGSUPER.COM.AU	DOCUMENT BUNDLE CREATED BY KAREN BARNES (SUPPORT@GREENFROGSUPER.COM.AU) (SOURCE IP ADDRESS: 60.241.65.126)
2023-11-28 09:30 +10:00	SYSTEM	EMAILS SENT TO: ANNPAULB@GMAIL.COM (4 DOCUMENTS - 3 ACTIONS) BROOKERPA@GMAIL.COM (4 DOCUMENTS - 3 ACTIONS) SMSS SENT TO: ANN BROOKER - +61 XXXXXXX 343 (4 DOCUMENTS - 3 ACTIONS) PAUL BROOKER - +61 XXXXXXX 666 (4 DOCUMENTS - 3 ACTIONS)
2023-11-28 10:10 +10:00	PAUL BROOKER	SMS VERIFICATION REQUESTED TO MOBILE ENDING IN 666
2023-11-28 10:11 +10:00	PAUL BROOKER	CODE ENTERED AND VERIFIED
2023-11-28 10:11 +10:00	PAUL BROOKER	LINK OPENED FROM IP 1.147.9.66
2023-11-28 10:15 +10:00	PAUL BROOKER	DOCUMENT SIGNED: 2024 MINUTES TO COMMENCE WINDUP - ON PAGE 2 (SIGNATUREID: AFD40300-4893-0022-0DEE-08DBEFA0D95B)
2023-11-28 10:15 +10:00	PAUL BROOKER	FORM FIELDS SUBMITTED FOR DOCUMENT: 2024 MINUTES TO COMMENCE WINDUP
2023-11-28 10:15 +10:00	PAUL BROOKER	DOCUMENT SIGNED: 2024 MINUTES TO COMMENCE WINDUP
2023-11-28 10:15 +10:00	SYSTEM	FINALISING DOCUMENT (BCA36589-7CAA-46CF-9C3D-A9A62C8526FB)

More Information

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