

Janet Dixon  
16 Seacrest Court  
CLEVELAND QLD 4163

25 July 2017

The Trustees  
SJ & JM Dixon Superannuation Fund  
16 Seacrest Court  
CLEVELAND QLD 4163

Dear Sir/Madam

Please be advised that following my previous oral request to commence an Account Based Pension on 30 June 2017 from my accumulation account, I hereby confirm this request in writing.

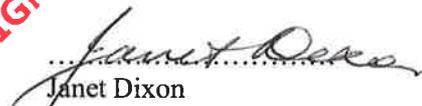
I believe that I am entitled to access my benefits as I am presently 68 years old.

Please advise in due course the minimum amount payable for the Pension for the 2018 financial year.

I will require Pension payments on a regular basis at this stage and will advise the amount I wish to withdraw in due course.

Kind regards

**SIGN**

  
Janet Dixon  
Member

**KHARIS PTY LTD  
- AS TRUSTEE FOR -**

**SJ & JM DIXON SUPERANNUATION FUND**

**MINUTES OF MEETING  
HELD ON 25 JULY 2017**

**PRESENT:** Stephen Dixon (Chairperson)  
Janet Dixon

**PREVIOUS MEETING**

The Minutes of the previous meeting were read and confirmed as correct.

**COMMENCEMENT OF PENSIONS**

An initial oral request to commence an Account Based Pension has been received from Janet Dixon ('Member'). This pension is to be commenced with the entire balance of her accumulation account on 30 June 2017. This request has now been confirmed in writing by the Member, intending to take effect from the nominated commencement date.

**RESOLUTIONS**

1. The Trustee determined that Janet was eligible to access her benefits as she had satisfied a condition of release on attaining age 65.
2. The Trustee reviewed the members' account balance and resolved that there were sufficient unrestricted non-preserved benefits to pay the pension.
3. The Trustee reviewed the Trust Deed and determined that the fund could provide the Pension in accordance with Part 10.
4. The Trustee resolved to transfer Janet's full account balance to a pension account for the sole purpose of paying the Pension to that member. This pension account will be labelled '2016/17 AB Pension Account – 100% Tax Free'.
5. It was resolved to establish that Member's request for commencement of a Pension be approved and the Pension commence on the start date noted in the Application.
6. The investment strategy was reviewed and it was resolved that the strategy provides sufficient liquidity to pay the Pension as required.
7. It was decided that Virtu Super would prepare a report to the Member detailing the Pensions payable for the year ended 30 June 2017 and prepare the necessary documentation to establish and report the commencement of the Pension.

There being no further business the meeting was closed.

**SIGN**

  
.....  
CHAIRPERSON

Janet Dixon  
16 Seacrest Court  
CLEVELAND QLD 4163

25 July 2017

The Trustees  
SJ & JM Dixon Superannuation Fund  
16 Seacrest Court  
CLEVELAND QLD 4163

Dear Sir/Madam

**RE: COMMUTATION OF ACCOUNT BASED PENSION**

I, Janet Dixon, hereby confirm in writing my request to commute the Account Based Pension labelled '2012/13 AB Pension Account – 100% Tax Free' back to accumulation phase as at 30 June 2017.

Please attend to the preparation of the necessary documentation.

Yours faithfully

**SIGN**

  
Janet Dixon

**KHARIS PTY LTD**  
**- AS TRUSTEE FOR -**

**SJ & JM DIXON SUPERANNUATION FUND**

**MINUTES OF MEETING**  
**HELD ON 25 JULY 2017**

**PAYMENT OF BENEFITS:**

The request from Janet Dixon ('Member') to commute the Account Based Pension labelled '2012/13 AB Pension Account – 100% Tax Free' back to accumulation phase as at 30 June 2017 was tabled.

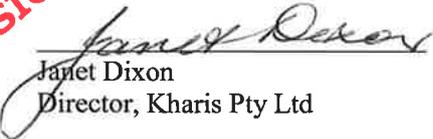
IT WAS RESOLVED to attend to the preparation of the necessary documents concerning Janet Dixon's election to commute the Account Based Pension labelled '2012/13 AB Pension Account – 100% Tax Free'.

**CLOSURE:**

There being no further matters to discuss, the meeting was closed.

Signed as a True and Correct record.

**SIGN**

  
Janet Dixon  
Director, Kharis Pty Ltd