

2 June 2022

CAPSTONE ENTERPRISES PTY LTD  
11 MCLAREN STREET  
FIG TREE POCKET QLD 4069

Dear Richard &amp; Marilyn

**RE: CAPSTONE ENTERPRISES PTY LTD  
2022 YEAR COMPANY ANNUAL STATEMENT**

Please find attached the relevant documents in relation to the annual review of the Company as required by the Australian Securities & Investments Commission.

Would you please attend to the completion of the documents as set out in the attached "Procedures and Checklist". Kindly complete the checklist and return a copy of the signed Solvency Resolution, together with your payment for \$585.00, to our office by **23 June 2022** to ensure payment of the annual fees by the due date.

Kindly note that this payment covers not only the ASIC annual fee, but also the costs associated with the preparation, review and processing of the company's annual statement and resolution.

Should you have any queries or would like to discuss the above, please feel free to call.

Kind Regards

*Therese Kreutzer*Therese Kreutzer  
Corporate Affairs Administrator  
[theresek@mtaccountants.com.au](mailto:theresek@mtaccountants.com.au)

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## TAX INVOICE

Marsh Tincknell Pty Ltd

ACN 137 316 815

ABN 58 616 576 454

Date: 2 June 2022

**CREDIT CARD PAYMENT OPTION**

Please visit our website [www.marshtincknell.com.au](http://www.marshtincknell.com.au)  
click on the [payment portal](#) and follow the prompts

*A processing fee applies to all credit card payments.*

**ELECTRONIC PAYMENT OPTION**

Account Name: Marsh Tincknell Pty Ltd - ASIC  
BSB Number: 084 129  
Account Number: 89 433 1342

**Reference: CAPSTONE ENTERPRISES PTY LTD**

Fees associated with the review of the company's affairs and ASIC annual fees total **\$585.00** as detailed below:

ASIC Annual Fee:	\$276.00
Marsh Tincknell Review Fee:	\$280.91
GST:	\$ 28.09

**Achieve financial success to maximise your freedom of choice.**

Liability limited by a scheme approved under Professional Standards Legislation. Marsh Tincknell Pty Ltd ACN 137 316 815

# CAPSTONE ENTERPRISES PTY LTD

## PROCEDURES & CHECKLIST

Attended  
To  
“✓”

We have verified the information on this Annual Statement with our Corporate Records.

☐

- ♦ Review the attached Annual Company Statement and ensure the information is correct and that there have been no changes to the information contained therein.

☐

- ♦ Advise us of any discrepancies so that we can prepare the necessary forms for signing and lodgement with ASIC.

☐

- ♦ Have you applied for your director ID? Existing directors are required by the Australian Business Registry Services to obtain their Director ID **by 30 November 2022**. Information in this regard is attached with the Annual Statement package.

Once you have your Director ID, if you haven't already done so, please forward us a copy for our records.

☐

- ♦ If you are of the opinion the Company **is not Solvent**, please advise us **as soon as possible** so that we can prepare and forward to you the necessary documentation for completion and lodgement.

☐

- ♦ If you are of the opinion the Company **is Solvent**:

- **Please return a copy of the signed Solvency Resolution to our office.**

**Company Directors must pass and store a solvency resolution within two months of the annual review date, unless you have lodged a financial report with ASIC in the past 12 months.**

- Kindly arrange for payment of \$585.00 to cover the costs of the review of the company's affairs and ASIC Annual Fees by **23 June 2022**.
- ***If payment is received by us without receiving the signed documents back, we will assume that the company is solvent and that you have a signed copy of the solvency resolution in your records.***

# **MINUTES OF BOARD OF DIRECTORS MEETING CAPSTONE ENTERPRISES PTY LTD**

**COMPANY:**

CAPSTONE ENTERPRISES PTY LTD - ACN 010 140 459 of C/-  
MARSH TINCKNELL LEVEL 1 1454 LOGAN ROAD, MOUNT GRAVATT, QLD 4122.

**HELD AT:**

11 MCLAREN STREET, FIG TREE POCKET, QLD 4069.

**ATTENDED BY:**

Marilyn Davey and Richard Donald Davey.

**CHAIRPERSON:**

Richard Donald Davey was appointed as the Chairperson of the meeting.

**RESOLUTION:**

It was RESOLVED that, in the opinion of the Directors, pursuant to Section 347A(1) of the Corporations Act 2001 with respect to the Annual Company Statement as at its review date of 30 May 2022, and having reviewed and considered the Company's current and projected financial position, in the Directors' opinion the Company is solvent and there are reasonable grounds to believe that the Company will be able to pay its debts as and when they become due and payable.

There being no further business the meeting was closed.

**SIGNED BY THE CHAIRPERSON:**

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**Richard Donald Davey**

**Dated:** \_\_\_\_\_

Inquires 1300 300 630

Issue date 30 May 22

# Company Statement

Extract of particulars - s346A(1) Corporations Act 2001

CORPORATE KEY: 80826046

## Check this statement carefully

You are legally obligated to ensure that all your company details listed on this company statement are complete and correct. This is required under s346C (1) and/or s346B and s346C (2) of the *Corporations Act 2001*.

You must check this statement carefully and inform ASIC of any changes or corrections immediately. **Do not return this statement.** You must notify ASIC within 28 days after the date of change, and within 28 days after the date of issue of your annual company statement. Late lodgement of changes will result in late fees. These requirements do not apply to the **Additional company information**.

## You must notify ASIC of any changes to company details — Do not return this statement



To make changes to company details or amend incorrect information

- go to [www.asic.gov.au/changes](http://www.asic.gov.au/changes)
- log in to our online services and make the required updates
- first time users will need to use the corporate key provided on this company statement



Phone if you've already notified ASIC of changes but they are not shown correctly in this statement.  
Ph: 1300 300 630



Use your agent.

## Company Statement

These are the current company details held by ASIC. You must check this statement carefully and inform ASIC of any changes or corrections immediately. Late fees apply. **Do not return this statement.**

**1 Registered office**  
MARSH TINCKNELL LEVEL 1 1454 LOGAN ROAD MOUNT GRAVATT QLD 4122

**2 Principal place of business**  
11 MCLAREN STREET FIG TREE POCKET QLD 4069

**3 Officeholders**

Name:	MARILYN DAVEY
Born:	YARRAM VIC
Date of birth:	18/02/1948
Address:	11 MCLAREN STREET FIG TREE POCKET QLD 4069
Office(s) held:	DIRECTOR, APPOINTED 05/06/1981; SECRETARY, APPOINTED 05/06/1981
Name:	RICHARD DONALD DAVEY
Born:	WELLINGTON NSW
Date of birth:	05/09/1946
Address:	11 MCLAREN STREET FIG TREE POCKET QLD 4069
Office(s) held:	DIRECTOR, APPOINTED 05/06/1981

**4 Company share structure**

Share class	Shares description	Number issued	Total amount paid on these shares	Total amount unpaid on these shares
ORD	ORDINARY SHARES	2	\$2.00	\$0.00

**5 Members**

These details continue on the next page

CAPSTONE ENTERPRISES PTY LTD ACN 010 140 459

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## Company statement continued

Name: MARILYN DAVEY

Address: 11 MCLAREN STREET FIG TREE POCKET QLD 4069

Share Class	Total number held	Fully paid	Beneficially held
ORD	1	Yes	Yes

Name: RICHARD DONALD DAVEY

Address: 11 MCLAREN STREET FIG TREE POCKET QLD 4069

Share Class	Total number held	Fully paid	Beneficially held
ORD	1	Yes	Yes

You must notify ASIC within 28 days of the date of change, and within 28 days of the issue date of the annual company statement. Late lodgement of changes will result in late fees.

## End of company statement

This concludes the information to which the company must respond (if incorrect) under s346C of the *Corporations Act 2001*.

## Additional company information

This information is optional under the *Corporations Act 2001*. Late lodgement fees or late review fees do not apply to this information. To add, remove or change a contact address, see [www.asic.gov.au/addresses](http://www.asic.gov.au/addresses).

### 6 Contact address for ASIC use only

Registered agent name: MARSH TINCKNELL

Registered agent number: 2358

Address: PO BOX 83 MOUNT GRAVATT QLD 4122



## Important information for company directors

As a company director, under new legislation, you're now required to obtain a director identification number (director ID).

A director ID is a unique identifier that you keep forever. It's free to apply and you only need to apply once.

If you are a company director appointed prior to 1 November 2021, you must obtain your director ID by **30 November 2022**. New directors should apply before they are appointed.

### What you need to do

The fastest way to get a director ID is to apply online using the myGovID app. If you can't get a myGovID, the best way to apply for a director ID will depend on your situation.

Find out how you can apply for a director ID on our website at **[abrs.gov.au/DirectorID](https://abrs.gov.au/DirectorID)**

You must apply for a director ID yourself. No one can apply for you. The reason for this is you need to prove your identity when you apply.

Penalties may be applicable if you don't apply for a director ID. We'll consider the circumstances of those that don't apply on time when deciding what action to take.

#### NEED HELP?

Visit [abrs.gov.au](https://abrs.gov.au) for more information.

Alternatively, you can phone us on 13 62 50 between 8.00am and 6.00pm, Monday to Friday from within Australia.

If you're overseas, you can phone us on +61 2 6216 3440 between 8.00am and 6.00pm AEST, Monday to Friday.

### What happens next

Once you have your director ID, keep it safe until you need to use it. It can be shared with your accountant, company secretary, ASIC registered agent or tax professional.

You don't need to provide your director ID to ASIC unless otherwise directed. When the ASIC companies register is transitioned to ABRS in the future, your director ID will need to be linked to the companies that you are a director of. We'll keep you up to date with any changes that may affect you.

### How director ID will help honest businesses

Director ID is the first service delivered by us and will help to:

- › prevent the use of false and fraudulent director identities
- › make it easier for external administrators and regulators to trace directors' relationships with companies over time
- › identify and eliminate director involvement in unlawful activity

For more information about ABRS and director ID, visit **[abrs.gov.au/about-us](https://abrs.gov.au/about-us)**.

**Michelle Crosby**

Deputy Registrar

Australian Business Registry Services