

18 March 2019

Darcy Kennedy Service Trust Superannuation Benefit  
C/- Mr Michael Anthony Kennedy  
90 Hannah Street  
Beecroft, NSW 2119

Dear Michael

**Darcy Kennedy Service Trust Superannuation Benefit  
Commutation of Account Based Pension**

I wish to make a partial commutation of \$3,660.00 from my Account Based Pension (ABP2).

I understand that the current balance of this account is approximately \$35,377.01, and I confirm that I have met my minimum pension payments for the year.

Please pay the proceeds of the commutation to my bank account.

I authorise my tax agent to lodge the Transfer Balance Account Report in relation to the Pension Commutation for this Account Based Pension to the ATO.

If you have any queries with regard to the above, please do not hesitate to contact me.

Yours sincerely

Mrs Kaylene Kennedy  
90 Hannah Street  
Beecroft, NSW 2119

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE M  
& K KENNEDY PTY LTD ATF  
DARCY KENNEDY SERVICE TRUST SUPERANNUATION BENEFIT  
HELD ON 18 MARCH 2019 AT  
90 HANNAH STREET, BEECROFT NSW**

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**PRESENT:**

Kaylene Kennedy  
Michael Kennedy

**PENSION COMMUTATION:**

A notice from Mrs Kaylene Kennedy requesting the commutation of \$3,660.00 from the pension account "ABP2" was tabled.

**CONDITION OF RELEASE:**

It was NOTED that:

- ☐ The pension account is commutable under the circumstances,
- ☐ A condition of release has been met, and
- ☐ The requirement to either make a minimum pension payment or retain the minimum amount in the account has been met.

As a result, it was RESOLVED to accept the request as tabled.

**PAPERWORK:**

It was RESOLVED to request the fund administrators to attend to the completion of the following tasks to give effect to the acceptance:

- ☐ Process the commutation,
- ☐ Transfer the funds as required
- ☐ Prepare a PAYG Payment Summary - Superannuation Lump Sum if required, and
- ☐ Advise the Member that the commutation has been processed.

**CLOSURE:**

There being no further business the meeting was closed.

..... Dated: ...../...../.....

Michael Kennedy  
Chairperson

18 March 2019

Mrs Kaylene Kennedy  
90 Hannah Street  
Beecroft, NSW 2119

Dear Kaylene

**Darcy Kennedy Service Trust Superannuation Benefit  
Commutation of Account Based Pension**

We confirm that the partial commutation of your Account Based Pension (ABP2) has been completed.

An amount of \$3,660.00 has been transferred to your bank account.

An interim Member Statement is attached to confirm the balance of your account after this transaction.

If you have any queries with regard to the above, please do not hesitate to contact me.

Yours sincerely

Mr Michael Anthony Kennedy  
90 Hannah Street  
Beecroft, NSW 2119