



## **Holman Family Superannuation Fund**

**ABN 15 100 772 208**

**Trustees: Nicholas Holman & Gwynneth Holman**

### **Signing Pack**

**For the year ended 30 June 2023**

## Trustees

The Trustees of the Fund are as follows:

Nicholas Holman and  
Gwynneth Holman

## Availability of Other Fund Information

Additional information regarding your membership is available on request. What your Fund can do is governed by the provisions of its Trust Deed, which is available for inspection. If you require further information or clarification of any aspect of your membership of the Fund, please contact your Fund's Administrator or Trustees.

## Trustees Disclaimer

This statement has been prepared by the Trustees for the member whose name appears at the top of this statement. While every effort has been made by the Trustees to ensure the accuracy and completeness of this statement, the Trustees do not accept any liability for any errors, omissions or misprints.

Signed on behalf of the Trustees of the Fund

.....  
Nicholas Holman  
Trustee

.....  
Gwynneth Holman  
Trustee

Statement Date: 30 June 2023

### For Enquiries:

phone **0438591500** | email **nicholas.holman@bigpond.com**  
mail **Holman Family Superannuation Fund, Brookland Village 68/18 Romulus Street, ROBERTSON QLD 4109**

## Trustees

The Trustees of the Fund are as follows:

Nicholas Holman and  
Gwynneth Holman

## Availability of Other Fund Information

Additional information regarding your membership is available on request. What your Fund can do is governed by the provisions of its Trust Deed, which is available for inspection. If you require further information or clarification of any aspect of your membership of the Fund, please contact your Fund's Administrator or Trustees.

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This statement has been prepared by the Trustees for the member whose name appears at the top of this statement. While every effort has been made by the Trustees to ensure the accuracy and completeness of this statement, the Trustees do not accept any liability for any errors, omissions or misprints.

Signed on behalf of the Trustees of the Fund

.....  
Nicholas Holman  
Trustee

.....  
Gwynneth Holman  
Trustee

Statement Date: 30 June 2023

## **Holman Family Superannuation Fund**

### **Trustee Declaration**

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In the opinion of the Trustees of the Holman Family Superannuation Fund.

The Fund is not a reporting entity and this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to these financial statements.

- (i) the financial statements and notes to the financial statements for the year ended 30 June 2023 present fairly the financial position of the Fund at 30 June 2023 and the results of its operations for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements; and
- (ii) the financial statements and notes to the financial statements have been prepared in accordance with the requirements of the Trust Deed; and
- (iii) the operation of the Fund has been carried out in accordance with its Trust Deed and in compliance with the requirements of the Superannuation Industry (Supervision) Act 1993 during the year ended 30 June 2023.

Signed in accordance with a resolution of the trustees by:

..... Dated: ...../...../.....  
**Nicholas Holman**  
Trustee

..... Dated: ...../...../.....  
**Gwynneth Holman**  
Trustee

Section K: **Declarations**

Penalties may be imposed for false or misleading information in addition to penalties relating to any tax shortfalls.

**Important**

Before making this declaration check to ensure that all income has been disclosed and the annual return, all attached schedules and any additional documents are true and correct in every detail. If you leave labels blank, you will have specified a zero amount or the label was not applicable to you. If you are in doubt about any aspect of the annual return, place all the facts before the ATO.

**Privacy**

The ATO is authorised by the *Taxation Administration Act 1953* to request the provision of tax file numbers (TFNs). We will use the TFN to identify the entity in our records. It is not an offence not to provide the TFN. However if you do not provide the TFN, the processing of this form may be delayed.

Taxation law authorises the ATO to collect information and disclose it to other government agencies. For information about your privacy go to [ato.gov.au/privacy](https://ato.gov.au/privacy)

**TRUSTEE'S OR DIRECTOR'S DECLARATION:**

I declare that, the current trustees and directors have authorised this annual return and it is documented as such in the SMSF's records. I have received a copy of the audit report and are aware of any matters raised therein. The information on this annual return, including any attached schedules and additional documentation is true and correct.

Authorised trustee's, director's or public officer's signature

Day / Month / Year  
Date

**Preferred trustee or director contact details:**

Title:

Family name

First given name

Other given names

Phone number

Email address

Non-individual trustee name (if applicable)

ABN of non-individual trustee

Time taken to prepare and complete this annual return

Hrs

**!** The Commissioner of Taxation, as Registrar of the Australian Business Register, may use the ABN and business details which you provide on this annual return to maintain the integrity of the register. For further information, refer to the instructions.

**TAX AGENT'S DECLARATION:**

I declare that the *Self-managed superannuation fund annual return 2023* has been prepared in accordance with information provided by the trustees, that the trustees have given me a declaration stating that the information provided to me is true and correct, and that the trustees have authorised me to lodge this annual return.

Tax agent's signature

Day / Month / Year  
Date

**Tax agent's contact details**

Title:

Family name

First given name

Other given names

Tax agent's practice

Tax agent's phone number

Reference number

Tax agent number

**CLOSURE:**

There being no further business the meeting was closed.

..... Dated: ...../...../.....  
Gwynneth Holman  
Chairperson

**Independence/Conflict of Interest**

We have established policies and procedures designed to ensure our independence, including policies on holding financial interests in the superannuation fund and other related parties, rotation of audit partners, business relationships, employment relationships, and the provision of non-audit services in accordance with professional statement APES 110 – Code of Ethics for Professional Accountants.

**Outsourced Services**

We do not use any outsourced services in overseas locations when conducting client assignments.

**Data Storage**

We use data storage located in the office but it may be replicated to other locations.

Accepting our services as part of this engagement agreement indicates your acceptance of the use of outsourced services, cloud hosted software and outsourced data storage under the conditions outlined above.

**Limitation of Liability**

Our firm's liability to you or any other user of the audit report is limited by a Scheme approved under Professional Standards Legislation. audsit

**Other**

We would appreciate acknowledgement of terms and conditions set out in this letter. Please note that this letter will be effective for future years unless the terms of the engagement are altered by future correspondence.

Please sign and return the attached copy of this letter to indicate that it is in accordance with your understanding of the arrangements for our audit of the financial report.

If you have any queries in relation to this please contact me.

To: Anthony Boys

I/We, Nicholas Holman and Gwynneth Holman hereby confirm your appointment as Auditor under the above terms of engagement.

For and on behalf of Holman Family Superannuation Fund as trustees.

**Signed &**  
**Dated**

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Yours sincerely  
Anthony Boys

**DATED:** 7 August 2023

significance in relation to the Fund as to require mention in the notes to the financial statements in order to ensure they are not misleading as to the financial position of the Fund or its operations.

**18. Outstanding legal action**

The trustees confirm that there is no outstanding legal action or claims against the Fund.

There have been no communications from the ATO concerning a contravention of SISA or SISR which has occurred, is occurring, or is about to occur.

We understand that your examination was made in accordance with Australian Auditing Standards and applicable Standards on Assurance Engagements and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the Fund taken as a whole, and on the compliance of the Fund with specified requirements of SISA and SISR, and that your tests of the financial and compliance records and other auditing procedures were limited to those which you considered necessary for that purpose.

Yours faithfully

.....

Mr Nicholas Holman

Trustee

.....

Mrs Gwynneth Holman

Trustee

Date: 7 August 2023



#### **D. Audit Scope**

It is acknowledged that the purpose of your audit is to establish the following :-

- (i) whether the fund's financial report presents fairly in all material respects the financial position of the fund at year end and the results of its operations for the year then ended  
*and*
- (ii) whether the trustees have complied with those provisions of the Superannuation Industry (Supervision) Act 1993 ("the Act") and the Superannuation Industry (Supervision) Regulations 1993 ("the Regulations") as specified in Part B of your audit report.

Yours faithfully,

.....  
*Nicholas Holman*

Date :

#### **D. Audit Scope**

It is acknowledged that the purpose of your audit is to establish the following :-

- (i) whether the fund's financial report presents fairly in all material respects the financial position of the fund at year end and the results of its operations for the year then ended  
*and*
- (ii) whether the trustees have complied with those provisions of the Superannuation Industry (Supervision) Act 1993 ("the Act") and the Superannuation Industry (Supervision) Regulations 1993 ("the Regulations") as specified in Part B of your audit report.

Yours faithfully,

.....  
*Gwynneth Holman*

Date :

## APPLICATION TO COMMUTE PENSION BY: NICHOLAS HOLMAN

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**Date:** 30/06/2023

**Name of Fund:** Holman Family Superannuation Fund.

**Members Name:** Nicholas Holman.

**Age of Member:** 81.

### **Request for Commutation of Pension:**

The Member hereby requests the Trustee to commute an amount from their Pension and for the commutation amount to be paid to them as a Lump Sum. The member acknowledges that the request is irrevocable.

<b>Pension Type</b>	Account Based Pension
---------------------	-----------------------

<b>Commutation Amount</b>	317,297.52
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<b>Date of Commutation</b>	30/06/2023
----------------------------	------------

<b>Tax Free/Taxable Component Proportion</b>	36.85%/63.15%
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<b>In Specie Lump Sum</b>	NIL
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**Signed by the Member:**

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Nicholas Holman

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

## TRUSTEE MEETING: COMMUTATION OF PENSION

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**Date:** 30/06/2023

**Name of Fund:** Holman Family Superannuation Fund.

**Attended by:** Nicholas Holman and Gwynneth Holman

**Held at:** Brookland Village 68/18 Romulus Street, ROBERTSON, QLD 4109.

**Chairperson:** Nicholas Holman.

### **Table a Motion to commute the Member's Pension:**

The Chairperson tabled a motion to commute the Member's Pension to a lump sum payment. The commutation is to be under the following terms and conditions:

<b>Pension Type</b>	Account Based Pension
<b>Commutation Amount</b>	317,297.52
<b>Date of Commutation</b>	30/06/2023
<b>Tax Free/Taxable Component Proportion</b>	36.85%/63.15%
<b>In Specie Lump Sum</b>	NIL

### **Trustee Resolutions:**

It was resolved by the Trustee to commute a Pension on behalf of the Member. The Trustee is to forward this trustee minute to the Member as notification of the commutation of the Pension. The Trustee acknowledges that this request by the member is irrevocable.

### **Meeting Closed:**

**Signed by the Chairperson:**

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Nicholas Holman

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

## APPLICATION TO COMMUTE PENSION BY: GWYNNETH HOLMAN

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**Date:** 30/06/2023

**Name of Fund:** Holman Family Superannuation Fund.

**Members Name:** Gwynneth Holman.

**Age of Member:** 78.

### **Request for Commutation of Pension:**

The Member hereby requests the Trustee to commute an amount from their Pension and for the commutation amount to be paid to them as a Lump Sum. The member acknowledges that the request is irrevocable.

<b>Pension Type</b>	Account Based Pension
---------------------	-----------------------

<b>Commutation Amount</b>	312,189.01
---------------------------	------------

<b>Date of Commutation</b>	30/06/2023
----------------------------	------------

<b>Tax Free/Taxable Component Proportion</b>	70.60%/29.40%
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<b>In Specie Lump Sum</b>	NIL
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**Signed by the Member:**

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**Gwynneth Holman**

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

## TRUSTEE MEETING: COMMUTATION OF PENSION

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**Date:** 30/06/2023

**Name of Fund:** Holman Family Superannuation Fund.

**Attended by:** Nicholas Holman and Gwynneth Holman

**Held at:** Brookland Village 68/18 Romulus Street, ROBERTSON, QLD 4109.

**Chairperson:** Nicholas Holman.

### **Table a Motion to commute the Member's Pension:**

The Chairperson tabled a motion to commute the Member's Pension to a lump sum payment. The commutation is to be under the following terms and conditions:

<b>Pension Type</b>	Account Based Pension
<b>Commutation Amount</b>	312,189.01
<b>Date of Commutation</b>	30/06/2023
<b>Tax Free/Taxable Component Proportion</b>	70.60%/29.40%
<b>In Specie Lump Sum</b>	NIL

### **Trustee Resolutions:**

It was resolved by the Trustee to commute a Pension on behalf of the Member. The Trustee is to forward this trustee minute to the Member as notification of the commutation of the Pension. The Trustee acknowledges that this request by the member is irrevocable.

### **Meeting Closed:**

### **Signed by the Chairperson:**

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Nicholas Holman

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

Date: 30 / 06 / 2023

Australian Taxation Office  
PO Box 3578  
ALBURY NSW 2640

To whom it may concern

**Notice of winding up of self-managed superannuation fund**

This letter is notice that the following self-managed superannuation fund has been wound up:

<b>Fund name:</b>	Holman Family Superannuation Fund
<b>Fund ABN:</b>	15 100 772 208
<b>Date of wind up:</b>	30 / 06 / 2023

The contact person for this self-managed superannuation fund is as follows:

<b>Name:</b>	Nicholas Holman
<b>Phone number:</b>	0438591500
<b>Email address:</b>	nicholas.holman@bigpond.com

**The Trustee**

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Signed by Nicholas Holman and Gwynneth Holman in the presence of:

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**Nicholas Holman**  
Trustee

---

Witness Name / Signature

Dated: 30 / 06 / 2023

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**Gwynneth Holman**  
Trustee

---

Witness Name / Signature

Dated: 30 / 06 / 2023



# MINUTES OF MEETING OF TRUSTEES OF HOLMAN FAMILY SUPERANNUATION FUND

HELD AT: Brookland Village 68/18 Romulus Street, ROBERTSON, QLD 4109

ON: \_\_\_\_\_  
(date and time)

PRESENT: Nicholas Holman and Gwynneth Holman

CHAIRPERSON: It was resolved to elect **Nicholas Holman** as Chairperson of the meeting.

## Noted - Winding up of Fund

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- 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

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- 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 30 June 2023 ("**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**

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Signed by Nicholas Holman:

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**Nicholas Holman**  
Chairperson

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

# MINUTES OF MEETING OF TRUSTEES OF HOLMAN FAMILY SUPERANNUATION FUND

HELD AT: Brookland Village 68/18 Romulus Street, ROBERTSON, QLD 4109

ON:

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*(date and time)*

PRESENT: Nicholas Holman and Gwynneth Holman

CHAIRPERSON: It was resolved to elect **Nicholas Holman** as Chairperson of the meeting.

## Winding up of the Fund

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- 1 It is proposed to formally wind up and terminate the Holman Family Superannuation Fund.
- 2 A Deed of Winding Up has been prepared for that purpose and has been executed by the Members, subject to the Trustee's execution.
- 3 The Trustee has completed the relevant tasks the Trustee previously resolved to complete and the Fund has no remaining assets.

## Resolution

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- 4 To execute the Deed of Winding Up and any other documents necessary to wind up the Fund.
- 5 To notify the Australian Taxation Office within 28 days of the Fund being wound up.

## The Chairperson

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Signed by Nicholas Holman:

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**Nicholas Holman**  
Chairperson

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

**NOTICE TO MEMBER OF WINDING UP OF THE FUND**

**HOLMAN FAMILY SUPERANNUATION FUND (FUND)**

**TO THE MEMBER:** Nicholas Holman

The trustee gives you notice that it has resolved to:

1. terminate the Fund on 30 June 2023 ("**Closing Date**") or another date notified to you; and
2. wind up the Fund according to the requirements under the Fund's governing rules and superannuation laws.

No member or employer contributions, other than arrears of contributions due on or before the Closing Date, will be accepted from the Closing Date.

**Date:**

**The Trustee**

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Signed by Nicholas Holman and Gwynneth Holman:

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**Nicholas Holman**  
Trustee

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**Gwynneth Holman**  
Trustee

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

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

**NOTICE TO MEMBER OF WINDING UP OF THE FUND**

**HOLMAN FAMILY SUPERANNUATION FUND (FUND)**

**TO THE MEMBER:** Gwynneth Holman

The trustee gives you notice that it has resolved to:

1. terminate the Fund on 30 June 2023 ("**Closing Date**") or another date notified to you; and
2. wind up the Fund according to the requirements under the Fund's governing rules and superannuation laws.

No member or employer contributions, other than arrears of contributions due on or before the Closing Date, will be accepted from the Closing Date.

**Date:**

**The Trustee**

---

Signed by Nicholas Holman and Gwynneth Holman:

---

**Nicholas Holman**  
Trustee

---

**Gwynneth Holman**  
Trustee

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

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

9.12 the headings are for convenience only and do not affect the interpretation of this Deed.

### Execution

Dated:

EXECUTED as a deed

### **The Trustee**

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Signed, Sealed and Delivered by Nicholas Holman and Gwynneth Holman in the presence of:

---

**Nicholas Holman**  
Trustee

---

Witness Name / Signature

---

**Gwynneth Holman**  
Trustee

---

Witness Name / Signature

### **The Members**

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Signed, Sealed and Delivered by Nicholas Holman and Gwynneth Holman in the presence of:

---

**Nicholas Holman**  
Member

---

Witness Name / Signature

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**Gwynneth Holman**  
Member

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Witness Name / Signature