

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE  
DJ SUTTIE PTY LTD ATF  
D&J SUTTIE SUPERFUND  
HELD ON 30 JUNE 2022 AT  
3 COWPASTURES ROAD, BOWRAL NSW**

---

**PRESENT:** Jennifer Suttie  
David Suttie

**PENSION COMMENCEMENT:** An application to start a pension received from Ms Jennifer Suttie was TABLED as follows:

Type of Pension:	Account Based Pension
Pension Start Date:	1 July 2022
Purchase Amount:	\$55,882.77

**CONDITION OF RELEASE:** It was RESOLVED that the member has satisfied the Condition of Release of Attaining Age 65, and was entitled to access their benefits as an Account Based Pension

**REVIEW OF TRUST DEED:** It was RESOLVED that the payment of benefits as an Account Based Pension was allowed under the fund's trust deed.

**INVESTMENT STRATEGY:** Given that the fund's current investment strategy provides sufficient liquidity to enable the Trustee(s) to meet all pension payments, the Trustee(s) resolved that the fund's strategy remains unchanged following the commencement of the pension.

It was NOTED that the pension is expected to be paid for a number of years, and as such the retention of long term growth assets is appropriate for the pension.

**PAPERWORK:** It was RESOLVED to request the fund administrators to attend to the completion of the following paperwork to give effect to the establishment of the pension:

1. Register the fund for PAYG withholding tax for the purpose of withholding any relevant amounts from pension payments if required, and
2. Complete requests and arrange for Actuarial Certificates if required.

**CLOSURE:** There being no further business the meeting was closed.

  
..... Dated: 30/06/22  
David Suttie  
Chairperson

30 June 2022

Mr David Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

Dear David

**D&J SUTTIE SUPERFUND**  
**Commencement of Account Based Pension**

We confirm that the commencement of your Account Based Pension has been completed.

The account has been established with a balance of \$43,317.93, and which is comprised of the following components:

Taxable - Taxed Element:           \$43,317.93

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 David Suttie  
Director  
3 Cowpastures Road  
Bowral, NSW, 2576

30 June 2022

D&J SUTTIE SUPERFUND  
C/- Mr David Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

Dear David

**D&J SUTTIE SUPERFUND**  
**Commencement of Account Based Pension**

I wish to commence an Account Based Pension effective 1 July 2022.

I confirm that I have met the Condition of Release of Attaining Age 65.

The purchase price for the pension is to be the entire balance of my Accumulation account.

I understand that the current balance of my Accumulation account is approximately \$55,882.77, which is comprised of the following components:

Taxable - Taxed Element:	\$54,666.97
Tax Free:	\$1,215.80

I authorise my tax agent to lodge the Transfer Balance Account Report in relation to the Pension Establishment 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



Ms Jennifer Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

30 June 2022

Ms Jennifer Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

Dear Jennifer

**D&J SUTTIE SUPERFUND**  
**Commencement of Account Based Pension**

We confirm that the commencement of your Account Based Pension has been completed.

The account has been established with a balance of \$55,882.77, and which is comprised of the following components:

Taxable - Taxed Element:	\$54,666.97
Tax Free:	\$1,215.80

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 David Suttie  
Director  
3 Cowpastures Road  
Bowral, NSW, 2576

30 June 2022

D&J SUTTIE SUPERFUND  
C/- Mr David Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

Dear David

**D&J SUTTIE SUPERFUND**  
**Commencement of Account Based Pension**

I wish to commence an Account Based Pension effective 1 July 2022.

I confirm that I have met the Condition of Release of Attaining Age 65.

The purchase price for the pension is to be the entire balance of my Accumulation account.

I understand that the current balance of my Accumulation account is approximately \$43,317.93, which is comprised of the following components:

Taxable - Taxed Element:           \$43,317.93

I authorise my tax agent to lodge the Transfer Balance Account Report in relation to the Pension Establishment 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



Mr David Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE  
DJ SUTTIE PTY LTD ATF  
D&J SUTTIE SUPERFUND  
HELD ON 30 JUNE 2022 AT  
3 COWPASTURES ROAD, BOWRAL NSW**

---

**PRESENT:** Jennifer Suttie  
David Suttie

**PENSION COMMENCEMENT:** An application to start a pension received from Mr David Suttie was TABLED as follows:

Type of Pension:	Account Based Pension
Pension Start Date:	1 July 2022
Purchase Amount:	\$43,317.93

**CONDITION OF RELEASE:** It was RESOLVED that the member has satisfied the Condition of Release of Attaining Age 65, and was entitled to access their benefits as an Account Based Pension

**REVIEW OF TRUST DEED:** It was RESOLVED that the payment of benefits as an Account Based Pension was allowed under the fund's trust deed.

**INVESTMENT STRATEGY:** Given that the fund's current investment strategy provides sufficient liquidity to enable the Trustee(s) to meet all pension payments, the Trustee(s) resolved that the fund's strategy remains unchanged following the commencement of the pension.

It was NOTED that the pension is expected to be paid for a number of years, and as such the retention of long term growth assets is appropriate for the pension.

**PAPERWORK:** It was RESOLVED to request the fund administrators to attend to the completion of the following paperwork to give effect to the establishment of the pension:

1. Register the fund for PAYG withholding tax for the purpose of withholding any relevant amounts from pension payments if required, and
2. Complete requests and arrange for Actuarial Certificates if required.

**CLOSURE:** There being no further business the meeting was closed.



.....  
David Suttie  
Chairperson

Dated: 30/06/22

30 June 2022

Mr David Suttie  
3 Cowpastures Road  
Bowral, NSW 2576

Dear David

**D&J SUTTIE SUPERFUND**  
**Commencement of Account Based Pension**

We confirm that the commencement of your Account Based Pension has been completed.

The account has been established with a balance of \$43,317.93, and which is comprised of the following components:

Taxable - Taxed Element:           \$43,317.93

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 David Suttie  
Director  
3 Cowpastures Road  
Bowral, NSW, 2576