**Minutes of the Initial Meeting of the Trustees**

**f1** (“the Fund”)

Venue: a1

Date: y1

Present: d1 and d2 (“Directors of the Corporate Trustee”)

Chair: d1

1. **Establishing the Fund**

The Directors of the Corporate Trustee hereby decide to establish and maintain the Fund of which the sole or primary purpose is to provide old age pensions to Members of the Fund on their retirement.

1. **Trustees of the Fund**

The persons present have agreed to act as Directors for the Funds Corporate Trustee in accordance with the Trust Deed.

1. **Beneficiaries of the Fund**

The Beneficiaries (also known as Members) of the Fund will be:

I. d1

II. d2

The Directors of the Corporate Trustee hereby approve the Beneficiaries of the Fund.

1. **Administrator of the Fund**

The Directors of the Corporate Trustee appoint Superannuation Warehouse as administrator of the Fund. This includes preparation of financial statements, tax return preparation and appointment of the auditor on behalf of the Fund.

1. **Bank account establishment**

The Directors of the Corporate Trustee resolve that a bank account would be opened in the name of the Fund. All dealings with the bank can be undertaken by any one or more of the Directors of the Corporate Trustee on behalf of the Fund.

1. **Representing the Fund**

Any of the Directors of the Corporate Trustee may sign receipts, acceptances, applications, contracts and other documents on behalf of the Fund. Contributions can be received by the Fund and the Directors of the Corporate Trustee will allocate this on behalf of Beneficiaries.

1. **Other business**

No other business noted by the Directors of the Corporate Trustee.

EXECUTED by ***(enter Corporate Trustee details as per the Fund List here)*** in accordance with Section 127 of the Corporations Act 2001 (Cth):

Director 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 d1

Director 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 d2