# Application of Membership to MTC Super Fund

- I, **Peter John Braam** of , hereby apply for membership of the fund. I agree, upon acceptance of my membership to:
- 1. be bound by all of the rules of the fund, a copy of which is at the office of the Trustee;
- 2. be bound by all decisions of the Trustee of the fund including decisions that may impact upon my membership benefits provided those decisions are made in accordance with the rules of the fund, the superannuation laws, the Trustee laws and that they do not detrimentally impact my benefits:
- 3. be a director of MTC Lauer Super Pty Ltd (ACN 619-548-097) of 348 Campbell St Swan Hill VIC 3585 ("the Trustee") at all times to ensure the fund remains a complying self-managed superannuation fund unless there is a specific Trustee exemption in place in respect of my membership under the superannuation laws;
- 4. provide information to the Trustee where required including medical information enabling the Trustee to facilitate any death or incapacity insurance on my behalf;
- 5. provide my tax file number to the Trustee provided the Trustee abides by the laws relating to the collection and dissemination of my tax file number;
- 6. consent to the Trustee to hold that information despite anything to the contrary in the privacy legislation;
- 7. consider my estate plan and/or Death Benefit Nomination;

Signed:

- 8. ensure that at the time of making any super contributions that those contributions are made in accordance with the superannuation laws;
- notify the Trustee where I become incapacitated, retired, meet some other condition of release
  of my benefits from the preservation rules or if I become divorced.

•			

Date:

Date of Birth	Tax File Number
17/06/1957	832-353-032

# Minutes of a Meeting by the Director of MTC Lauer Super Pty Ltd (A.C.N. 619-548-097) as trustee for MTC Super Fund

Re: Application for Membership

Date of Meeting:	18/04/2024
Time of Meeting:	
Address of Meeting:	348 Campbell St Swan Hill VIC 3585
Attendees:	Marianne Lauer Trevor Roy Lauer
Chairperson:	Marianne Lauer

# **Application for membership**

The Chairperson tables an application from Peter John Braam to become a member of the MTC Super Fund (the 'Fund').

Pursuant to Rule 11 of the Fund's Deed, any person with the consent of the Trustee (including a deceased Member's Legal Personal Representative without the Trustee's consent), may become a Member of the Fund provided the Superannuation Laws allow and the Fund retains its status as a Complying SMSF.

### **Trustee Resolutions**

It is resolved by the directors to:

- 1. Accept Peter John Braam as a Member from 18/04/2024 on the basis that all eligibility criteria have been satisfied and would not result in the Fund not meeting the definition of a SMSF within section 17A of the Superannuation Industry (Supervision) Act ('SIS Act') 1993;
- 2. Not seek to impose any further conditions of membership upon the applicant by joining the Fund, other than those found within the existing Deed and superannuation laws.
- 3. Provide notification to the Member of their acceptance and ensure that they understand and abide by the Rules of the Fund (including having read and understood the Product Disclosure Statement);
- 4. To update the books and records of the Fund, including notifying the Australian Taxation Office of new member within the prescribed timeframes;

A copy of this trustee minute is to be retained within the records of the Fund for the minimum prescribed period of time.

This concluded the business of the meeting.	
Signed by the Chairperson	Date:

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# Trustee Notification to Member Acceptance of Membership

The Directors of MTC Lauer Super Pty Ltd ATF

From:

	MTC Super Fund		
То:	Peter John Braam		
no additional to	nfirm your membership in the MTC Supererms and conditions have been imposed your application for membership, you here not limited to:	by the Trustee as part of you joinin	g the Fund.
<ul><li>provid</li><li>any ot</li></ul>	as Trustee or director of the Corporate Ting your Tax File Number; and her information the Trustee may require, where appropriate).		ils held within the
As a Member y Complying SM	you must adhere to any other requiremen SF.	ats that may be necessary to ensur	e that it remains a
	nat we have notified the Australian Taxa cribed timeframe.	tion Office of you becoming a me	mber of the Fund
Notification	of changes		
-	update any information relating to your nember, please contact us in writing as so		mation about you
Signed on beh	alf of the Trustee	Date:	_

© Smarter SMSF Version: 2021-07

# MTC Super Fund (FUND)

# CONSENT TO ACT AS DIRECTOR OF TRUSTEE COMPANY Under section 118 of the Superannuation Industry (Supervision) Act 1993

- I, **Peter John Braam** of 348 Campbell St Swan Hill VIC 3585, being a director of MTC Lauer Super Pty Ltd (ACN 619-548-097), in its capacity as trustee of the Fund (Corporate Trustee), do hereby declare that:
- I am not disqualified from acting as a Director of the Corporate Trustee under the Superannuation Laws, meaning:
  - I have not been convicted of an offence in respect of dishonest conduct in the Commonwealth, or any state, territory, or foreign country.
  - o I have never had a civil penalty order made against me.
  - I am not a current undischarged bankrupt, insolvent, or have entered into arrangements, assignments, or compositions with creditors under Part X of the Bankruptcy Act 1966 (Cth) or a similar foreign law.
  - I have not previously been disqualified by the Regulator under section 126A(3) or the Court under section 126H(5) of the Superannuation Laws.
- I have obtained my Director Identification Number (director ID) prior to being appointed as a Director of the Corporate Trustee.
- I understand my obligations and responsibilities as a Director of the Corporate Trustee under the Rules of the Fund and the Superannuation Laws.
- I will notify the Australian Taxation Office in writing if I am for any reason disqualified from continuing to act as a Director.

DATED:		
Peter John Braam		

© Smarter SMSF Version: 2023-09

# Trustee declaration

To be completed by new trustees and directors of corporate trustees of self-managed super funds.

We strongly recommend you undertake a free trustee education course before reading and signing this declaration. For more information visit <u>ato.gov.au/smsf</u> and search 'approved education courses'.



# Who should complete this declaration?

You must complete this declaration if you become a trustee or director of a corporate trustee (trustee) of:

- a new self-managed super fund (SMSF)
- an existing SMSF.

You must sign this declaration within 21 days of becoming a trustee or director of a corporate trustee of an SMSF.

A separate declaration is required to be completed and signed by each and every new trustee.

You must also complete the declaration if you:

- have undertaken a course of education in compliance with an education direction
- are a legal personal representative who has been appointed as trustee on behalf of a:
  - member who is under a legal disability (usually a member under 18 years old)
  - member for whom you hold an enduring power of attorney
  - deceased member.

# Understanding your obligations

We have a range of services available to help you understand your obligations and keep up to date with the latest news for SMSF trustees.

To subscribe to our news and alerts service visit <a href="mailto:ato.gov.au/smsf">ato.gov.au/smsf</a> and search 'news and alerts'.

For more information on free approved trustee education courses visit <a href="ato.gov.au/smsf">ato.gov.au/smsf</a> and search 'approved education courses'.

# Before completing this declaration

Before you complete and sign this declaration, make sure you:

- read each section
- understand all the information it contains.
- If you have any difficulties completing this declaration or you do not fully understand the information it contains:
  - speak to a professional adviser
  - visit ato.gov.au/smsf
  - phone us on 13 10 20.

# When completing this declaration

When you complete this declaration, remember to:

- insert the full name of the fund at the beginning
- sign and date it
- ensure it is signed and dated by a witness (anyone 18 years old or over).

# What should you do with the declaration?

You must keep your completed declaration for at least 10 years and make it available to us if we request it.



Do not send your completed declaration to us unless we request this from you.

# © Australian Taxation Office for the Commonwealth of Australia, 2021

You are free to copy, adapt, modify, transmit and distribute this material as you wish (but not in any way that suggests the ATO or the Commonwealth endorses you or any of your services or products).

#### Published by

Australian Taxation Office Canberra June 2021

DE-335147

2 Trustee declaration



# Self-managed super fund trustee declaration

### I understand that as an individual trustee or director of the corporate trustee of

Fund name

### **MTC Super Fund**

I am responsible for ensuring that the fund is operated in accordance with the *Superannuation Industry (Supervision) Act* 1993 (SISA) and other relevant legislation. The Commissioner of Taxation (the Commissioner) has the authority and responsibility for administering the legislation and enforcing trustees' compliance with the law.

I must keep myself informed of changes to the legislation relevant to the operation of my fund and ensure the trust deed is kept up to date in accordance with the law and the needs of the members.

If I do not comply with the legislation, the Commissioner may take the following actions:

- ■impose administrative penalties on me
- give me a written direction to rectify any contraventions or undertake a course of education
- ■enter into agreements with me to rectify any contraventions of the legislation
- disqualify me from being a trustee or director of a corporate trustee of any superannuation fund in the future
- ■remove the fund's complying status, which may result in significant adverse tax consequences for the fund
- prosecute me under the law, which may result in fines or imprisonment.

#### Sole purpose

I understand it is my responsibility to ensure the fund is maintained for the purpose of providing benefits to the members upon their retirement (or attainment of a certain age) or their beneficiaries if a member dies. I understand that I should regularly evaluate whether the fund continues to be the appropriate vehicle to meet this purpose.

#### **Trustee duties**

I understand that by law I must at all times:

- ■act honestly in all matters concerning the fund
- ■exercise skill, care and diligence in managing the fund
- ■act in the best financial interests of all the members of the fund
- ■keep records of decisions made about the running of the fund, including the appointment of professional advisers and the retirement of members and payment of benefits
- ■ensure that my money and other assets are kept separate from the money and other assets of the fund
- ■take appropriate action to protect the fund's assets (for example, have sufficient evidence of the ownership of fund assets)
- ■refrain from entering into any contract or do anything that would prevent me from, or hinder me in, properly performing or
- exercising my functions or powers as a trustee or director of the corporate trustee of the fund
- ■allow all members of the fund to have access to information and documents as required, including details about
- the financial situation of the fund
- the investments of the fund
- the members' benefit entitlements.

I also understand that by law I must prepare, implement and regularly review an investment strategy having regard to all the circumstances of the fund, which include, but are not limited to:

- ■the risks associated with the fund's investments
- ■the likely return from investments, taking into account the fund's objectives and expected cash flow requirements
- ■investment diversity and the fund's exposure to risk due to inadequate diversification
- ■the liquidity of the fund's investments having regard to the fund's expected cash flow requirements in discharging its existing
- ■and prospective liabilities (including benefit payments)
- whether the trustees of the fund should hold insurance cover for one or more members of the fund.

### Accepting contributions and paying benefits

I understand that I can only accept contributions and pay benefits (income streams or lump sums) to members or their beneficiaries when the conditions specified in the law and the fund trust deed have been met.

#### **Investment restrictions**

I understand that, as a trustee or director of the corporate trustee of the fund, subject to certain limited exceptions specified in the law, I am prohibited from:

- giving financial assistance using the resources of the fund to a member of the fund or a member's relative (financial assistance means any assistance that improves the financial position of a person directly or indirectly, including the provision of credit)
- acquiring assets (other than business real property, listed securities, certain in-house assets and acquisitions made under mergers, allowed by special determinations or acquisitions from the trustee or investment manager of another regulated super fund as a result of a breakdown of a relationship) for the fund from members or other related parties of the fund

- borrowing money (or maintaining an existing borrowing) on behalf of the fund except in certain limited circumstances (while limited recourse borrowing arrangements are permitted, they can be complex and particular conditions must be met to ensure that legal requirements are not breached)
- acquiring an in-house asset if the fund's in-house assets exceed 5% of the market value of the fund's total assets, or the in-house assets will exceed 5% of the market value of the fund's total assets by acquiring the asset (in-house assets are loans to, or investments in, related parties of the fund including trusts or assets subject to a lease or lease arrangement between the trustee and a member, relative or other related party)
- entering into investments that are not made or maintained on an arm's length (commercial) basis (this ensures the purchase or sale price of the fund's assets and any earnings from those assets reflects their market value).

#### Administration

I understand that the trustees of the fund must:

- keep and retain for at least 10 years
  - minutes of all trustee meetings at which matters affecting the fund were considered (this includes investment decisions and decisions to appoint members and trustees, the retirement of members and payment of benefits)
  - records of all changes of trustees, including directors of the corporate trustee
  - each trustee's consent to be appointed as a trustee of the fund or a director of the corporate trustee
  - all trustee declarations
  - copies of all reports given to members
  - documented decisions about storage of collectables and personal use assets
- ensure that the following are prepared and retained for at least five years
  - an annual statement of the financial position of the fund
  - an annual operating statement
  - copies of all annual returns lodged
  - accounts and statements that accurately record and explain the transactions and financial position of the fund including asset market valuation
  - copies of Transfer balance account reports lodged
  - copies of any other statements you are required to lodge with us or provide to other super funds
- appoint an approved SMSF auditor each year, no later than 45 days before the due date for lodgment of the fund's annual return and provide documents to the auditor as requested
- lodge the fund's annual return, completed in its entirety, by the due date
- review the independent audit report received from the approved SMSF auditor and take action as required
- notify the ATO within 28 days of any changes to the
  - membership of the fund, or trustees or directors of the corporate trustee
  - name of the fund
  - contact person and their contact details
  - postal address, registered address or address for service of notices for the fund
- notify the ATO in writing within 21 days if the fund becomes an Australian Prudential Regulation Authority (APRA) regulated fund.

# **DECLARATION**

By signing this declaration I acknowledge that I understand my duties and responsibilities as a trustee or director of the corporate trustee of the self-managed superannuation fund named on this declaration (or if the fund's name changes, that name). I understand that:

- I must ensure this document is retained for at least 10 years or while I remain a trustee or director of the corporate trustee (whichever is longer) and, if I fail to do this, penalties may apply.
- Administrative penalties can be imposed on me for not complying with the legislation
- I may have to make this document available for inspection by a member of staff of the ATO and, if I fail to do this, penalties may apply.
- I do not have access to the government's financial assistance program that is available to trustees of APRA regulated funds in the case of financial loss due to fraudulent conduct or theft.

# Trustee's or director's name

Peter John Braam	
Trustee's or director's signature	
	Date  Day Month Year
	18/04/2024
Witness' name (witness must be 18 years old or over)	
Witness' signature	
	Date
	Day Month Year

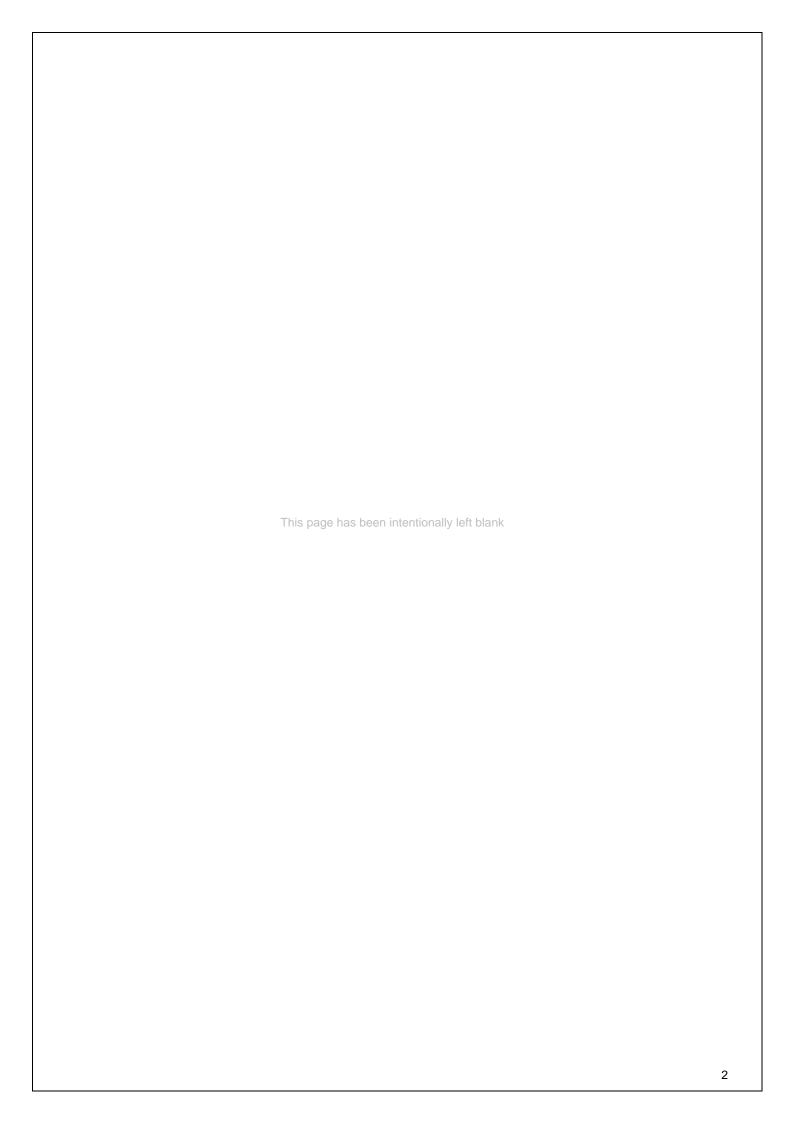


# **Product Disclosure Statement**

This Product Disclosure Statement is dated and issued on the date specified in the Schedule

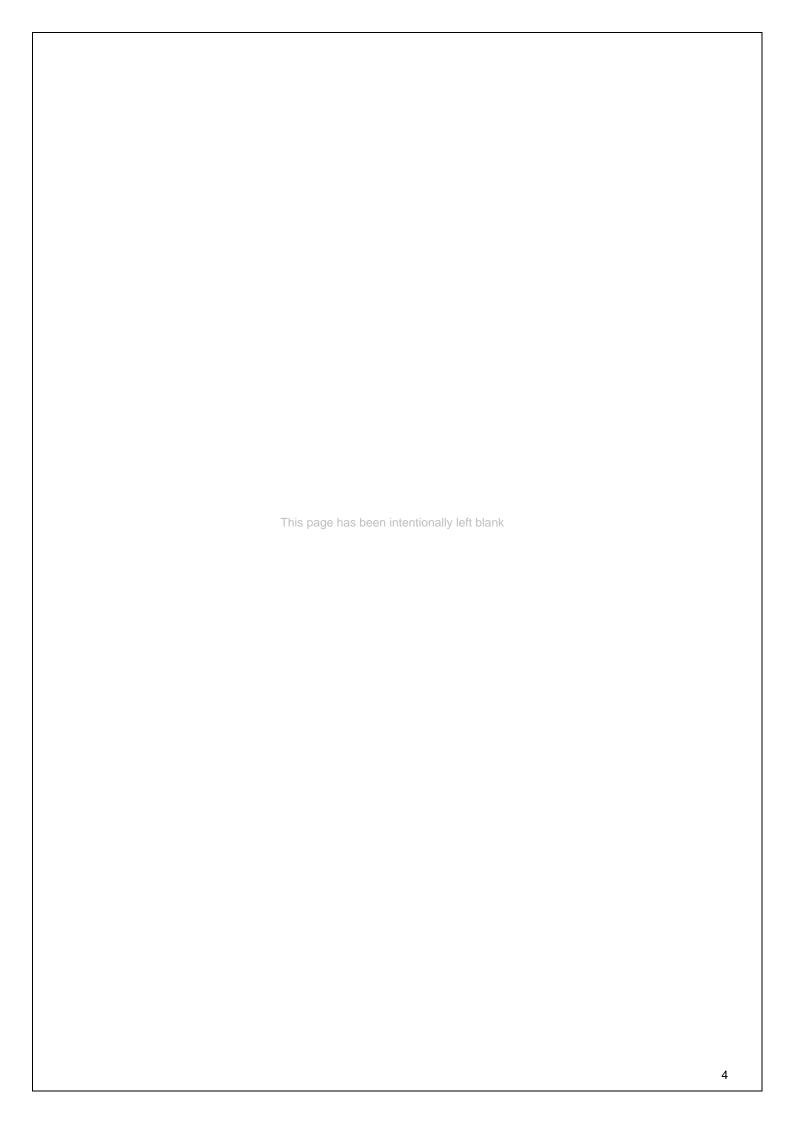
Smarter SMSF Pty Ltd Phone: 1300 95 94 76

Email: team@smartersmsf.com Website: https://smartersmsf.com



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# 1. About this PDS

This Product Disclosure Statement ('PDS') has been prepared to provide information in relation to being a Member of a Self-Managed Superannuation Fund ('SMSF'). The Corporations Act 2001 (*Cth*) requires that as a Member you are provided with this PDS within three months of the Fund being established.

The PDS is specifically designed to provide current and future Members of the Fund with information that enables them to make an informed decision regarding their Superannuation Interests and the interests of the SMSF. Such interests include, but are not limited to making contributions, commencing an Income Stream, and taking a Lump Sum. Where a word is shown in this PDS in capital letters, it is a term that is defined within the Trust Deed.

Changes to Superannuation Laws are common and thus impact Superannuation Funds, including SMSFs. This PDS has been prepared based upon the Superannuation and taxation laws that apply at the date of this document. Importantly, this PDS is not a substitute for a Member to seek advice from a suitably qualified professional and provides general information only. However, you should closely consider the information contained within this PDS before you decide to become a Member or have contributions made into the Fund by you or on your behalf.

In addition to the PDS and the Deed, you can access other SMSF resources online that may prove useful as educational tools for Directors/Trustees and Members – see the useful SMSF links in Schedule 2 of this PDS.

# 2. What is a SMSF?

A SMSF is a special type of trust that is established and maintained for the sole purpose of providing retirement benefits to it Members. The Trust Deed that is created details the rules in which to establish and operate the SMSF. The establishment of the SMSF occurs when the Fund has assets, whether it is a contribution made by a Member or a rollover of existing benefits from another Superannuation Fund. Unlike all other types of Superannuation Funds, SMSFs are regulated by the Australian Taxation Office (ATO).

From 1 July 2021, the rules of a SMSF increase the limit on membership of a Fund to a maximum of six Members. Generally, this will comprise all Members having to be Trustees or will require a company act as the Trustee of the SMSF where all Members will need to be appointed as Directors. Important decisions need to be made around choosing between Individual Trustees or a Corporate Trustee. The following table outlines many of these important differences that need to be considered to meet the definition of a SMSF:

Individual Trustees	Corporate Trustee
Maximum of six Members.	Maximum of six Members.
Each Member of the Fund must be a Trustee, and each Trustee must be a Member of the Fund (except for single-Member Funds – see below).	Each Member of the Fund must be a Director of the company, and each Director of the Corporate Trustee must be a Member of the Fund (except for single-Member Funds – see below).
A Member cannot be an employee of another Member (unless they are relatives).	A Member cannot be an employee of another Member (unless they are relatives).
Single-Member Funds	
There must be two Trustees. One Trustee must be a Fund Member.	The Trustee Company can have one or two Directors, but no more. The Fund Member must be either the sole Director or one of the two Directors.
If the Fund Member is an employee of the other Trustee, the Fund Member and the other Trustee must be relatives.	If there are two Directors and the Fund Member is an employee of the other Director, the Fund Member and the other Director must be relatives.

Where a SMSF fails to meet the definition requirements, it will have six months to comply as a SMSF or alternatively become an APRA-regulated Fund. Significant penalties apply for non-compliance of this important requirements.

There are a range of other important issues in deciding between Individual Trustees and a Corporate Trustee including cost, ownership of Fund assets, separation of Fund assets, penalties and succession. You can find out more about this information of the ATO website, <a href="https://www.ato.gov.au/super/self-managed-super-Funds/setting-up/choose-individual-Trustees-or-a-corporate-Trustee/">https://www.ato.gov.au/super/self-managed-super-Funds/setting-up/choose-individual-Trustees-or-a-corporate-Trustee/</a>.

# 3. Governing rules

It is important that you become familiar with the Trust Deed and governing rules for your Superannuation Fund as this document sets out the rules for establishing and operating your Fund. It is the Fund's Trust Deed and the Superannuation Laws that together form the Fund's governing rules. It includes things such as the Fund's objectives, who can be Members, what contributions can be accepted, investments that can be made, how benefits can be paid and more.

The Trust Deed has been written in "plain English". This allows Members, Trustees and Directors to clearly understand how the Fund is to operate, without having to learn an entire dictionary of technical legal terms or have a legal degree. In addition, they qualify the Member's rights and entitlements under the Trust Deed and

establish the obligations and responsibilities of both a Member and Trustee or Director of a Corporate Trustee of the SMSF.

It is important to understand that with ongoing changes to Superannuation and tax laws, it is likely that over the life of your SMSF that you will need to update (potentially several times) the governing rules to accommodate any subsequent new Superannuation measures.

# 4. Trustee Role & Responsibilities

The Trustee is bound by all provisions of the Trust Deed and the Superannuation Laws as they apply to SMSFs. The Superannuation Laws provide various levels of penalties for non-compliance by Trustees (or Directors of a Corporate Trustee) including fines, penalties, disqualification and in some circumstances imprisonment. The Trustee has a range of important responsibilities, including amongst others:

- to be aware of, understand and act in accordance with the Fund's Trust Deed.
- the appointment of a registered ASIC approved SMSF Auditor.
- to ensure that the Trust Deed of the Fund is continuously upgraded to meet any changes and requirements of the Superannuation Laws.
- to abide by the Superannuation Laws.
- to document the Fund's investment strategy, to make investments in accordance with the investment strategy and regular review the investment strategy.
- to ensure that at all times the Fund remains a Complying SMSF; and
- to seek appropriate advice to assist the Trustee in meeting its responsibilities. This may include an accountant, a Fund administrator, an investment adviser, and a SMSF estate planning lawyer.

All new Trustees or Directors of a Corporate Trustee from 1 July 2007 are required to complete and sign a <u>Trustee Declaration</u> (ATO, NAT 71089) which confirms their understanding of their roles and responsibilities.

# 5. Contributions made by you or for you

The Superannuation Laws allow the Trustee to accept contributions made by you or for you under the conditions as outlined in *Item 2 of Schedule 1* of this PDS.

The Trust Deed allows the Trustee of a SMSF to accept any contribution on behalf of a Member (subject to eligibility), including both cash and assets in-specie provided the Fund retains its status as a complying SMSF. By drafting the Deed in this manner, it ensures the Deed will be able to easily adapt with future legislative changes to the contribution rules. Importantly, the Trust Deed rules have been updated to comply with the new Superannuation measures that took effect with contributions from 1 July 2017.

*Item 3 of Schedule 1* provides you with the contribution caps that limit the tax concessions available on the concessional contributions and non-concessional contributions made into a Fund each income year.

# 6. Investments Strategy & Restrictions

Under the Trust Deed and Superannuation Laws, the Fund can invest in a wide range of investments including cash and fixed interest; public or private company shares; commercial, rural, and residential property; unit trusts, cryptocurrencies and more. Furthermore, activities can extend to engaging in property development and other pursuits so long as the Fund remains a complying SMSF.

In certain circumstances, the Fund may also borrow to acquire an asset through a limited recourse borrowing arrangement ('LRBA') subject to the Superannuation Laws. Any borrowing through an LBRA can be obtained from a bank or similar financial institution. Alternatively, the loan can be provided by a related party; however, the terms and conditions of any loan must demonstrate that the arrangement is at arm's length. The ATO have issued extensive guidance on this topic, which is available on their website (refer to **Schedule 2, Useful SMSF Resources**).

The Trustee is required to formulate and give effect to an investment strategy for the Fund. The Trustee can use their power to create a pooled investment strategy to benefit all Fund Members proportionately, or alternatively the Trustee can create separate investment strategies for each Fund Member, including for differing Member accounts such as for a Member's accumulation or Retirement Phase accounts, so long as it meets the necessary requirements of the Superannuation Laws.

Any investment made by the Trustee must comply with the Fund's written investment strategy. The Superannuation Laws outline the following information must be contained within a Fund's investment strategy:

- The risk involved in making, holding and realising, and the likely return from, the Fund's investments having regard to its objectives and its expected cash flow requirements.
- The composition of the Fund's investments as a whole including the extent to which the investments are diverse or involve the entity in being exposed to risks from inadequate diversification.
- The liquidity of the Fund's investments having regard to its expected cash flow requirements.
- The ability of the Fund to discharge its existing and prospective liabilities, and
- Whether the Fund should hold a contract of insurance that provides insurance cover for one or more Members.

Where one or more Superannuation Income Streams have commenced, the Trustee may decide to run separate investment strategies for Members where they have an accumulation and an Income Stream account. This may require the Trustee to create and document separate investment strategies which must be regularly reviewed. There may be significant taxation and estate planning advantages in creating separate investment strategies for accumulation and Income Stream interests – however, changes from 1 July 2017 prohibit the ability to segregate specific assets for income tax purposes where a Member has an account balance in excess of \$1.6 million at the 30 June in the prior year.

The Superannuation Laws provide further rules restricting certain investments made by a SMSF, including:

- Acquisition of an asset from a Member or related party of the Fund whether purchased or as a
  contribution for a Member's benefit. There are limited exceptions to the related party acquisition
  rules which allow for the acquisition of listed shares, widely held units in a unit trust, managed
  Funds, term deposits and business real property as provided for under the Superannuation Laws.
- The Fund may not invest more than 5% of its assets in an in-house asset ("IHA"). An IHA is defined in the Superannuation Laws to be an investment in, a loan to or a lease arrangement with a related party. Specific exclusions apply within the IHA rules including business real property, which may be leased back to a Member or related party entity.
- Any dealings of by the SMSF with any related party or any other person must be at arm's length.
   In addition, it must meet the sole purpose test.

# 7. Superannuation Benefits - Lump Sums and Income Streams

Superannuation Laws allow a Member to cash their preserved benefits or restricted non-preserved benefit only where they have satisfied one of the conditions or release. Unrestricted non-preserved benefits may be cashed at any time. Some conditions of release restrict the form of the benefit (for example, Lump Sum or Pension) or the amount of benefit that can be paid. These are known as 'cashing restrictions'

The most common conditions of release under the Fund's governing rules for paying benefits are that the Member:

- has reached their preservation age (Item 1 of Schedule 1) and retires.
- has reached their preservation age and begins a transition to retirement Income Stream.
- ceases an employment arrangement on or after the age of 60.
- has reached 65 years of age (regardless of still working or not), and
- has died

In special circumstances, at least part of a Member's super benefits can be released under the governing rules before a Member has reached preservation age. These are:

- terminating gainful employment
- permanent incapacity
- · temporary incapacity
- · severe financial hardship
- · compassionate grounds
- · terminal medical condition

Further details about conditions of release can be found on the ATO website, <a href="https://www.ato.gov.au/Super/Self-managed-super-Funds/Paying-benefits/Conditions-of-release/">https://www.ato.gov.au/Super/Self-managed-super-Funds/Paying-benefits/Conditions-of-release/</a>

The Trust Deed allows the payment of a Superannuation Income Stream from the Fund known as an Account Based Pension ("ABP"). The minimum payment each year is calculated using the following formula:

#### Minimum payment = account balance x percentage factor

The percentage factor is based upon the Member's age at commencement of the Income Stream and based upon their age at the start of each financial year (Item 5, Schedule 1).

For the 2019-20, 2020-21 and 2021-22 income years, the Federal Government has introduced a temporary 50% minimum pension reduction as part of their economic response to the COVID-19 pandemic.

In addition to the payment of an Account Based Pension, the governing rules also allow for the payment of a range of other Superannuation Income Streams (including legacy Pensions) so long as the Fund remains a complying SMSF.

# 7.1 Transfer Balance Cap and the Retirement Phase

The Superannuation Laws for the payment of Superannuation Income Streams (or Pensions) limit the amount of capital available that is eligible for tax exemption on Fund earnings.

From 1 July 2017, the Government introduced a General Transfer Balance Cap ("general cap") on the total amount of Superannuation benefits that a Member can transfer into the 'Retirement Phase'. It does not matter how many different super accounts you hold these balances in.

The amount of the general cap from 1 July 2021 increases to \$1.7 million, having started at \$1.6 million for the 2017/18 financial year. The general cap indexes periodically in \$100,000 increments in line with CPI. The amount of indexation you will be entitled to will be calculated proportionally based on the amount of your available cap space. If, at any time, you meet or exceed your cap, you will not be entitled to future indexation (i.e. you will have used 100% of your cap).

You will be able to make multiple transfers into Retirement Phase if you have available cap space.

Where you have Superannuation Interests in the Retirement Phase, you will have a personal Transfer Balance Cap ("personal cap"), which cannot be shared with any other person. To determine your position with respect to the Transfer Balance Cap, you have a transfer balance account. This tracks the net amounts you have transferred to the Retirement Phase.

The transfer balance account works in a similar way to a bank account. Amounts you transfer to, or are otherwise entitled to receive, from the Retirement Phase give rise to a **credit** (increase) in your transfer balance account. Certain transfers out of the Retirement Phase give rise to a **debit** (decrease) in your transfer balance account.

The Transfer Balance Cap applies to everybody currently receiving a Pension or annuity, in addition to any new Income Stream or annuity that commence from 1 July 2017. Where a Retirement Phase Income Stream is commenced from 1 July 2017, you:

- will need to ensure that your Account Based Pensions, Transition to Retirement Income Streams (in the retirement phase) and annuities do not exceed your personal cap.
- may need to include income from any capped defined benefit Income Stream (NB. these are legacy pensions in a SMSF) in your income tax return if you are over 60 and may be required to pay more tax.
- will need to ensure that if you have a mix of Pension types, with a total value exceeding your
  personal cap that you reduce any Account Based Pensions to reduce the total value of all your
  Pensions below the Transfer Balance Cap.

Although there is a limit on the amount of assets you can transfer into the Retirement Phase account, this does not affect the amount of money that you can have in the Accumulation Phase of a Fund. Any amount of Superannuation you have in your Fund above your personal cap can be retained in the Accumulation Phase and/or be taken as Lump Sum payments (out of Superannuation). Where retained within an accumulation account, a 15% tax rate will apply to the Fund earnings of this Superannuation Interest.

# 7.2 What counts towards your personal cap?

The cap limits the amount that you can transfer into Retirement Phase to start a Pension or annuity over the course of your lifetime. This is no matter how many accounts you hold or how many times you transfer money into Retirement Phase. The personal cap also includes the value of Pensions or annuities you may start to receive for some other reason, for example:

- your spouse has died, and you are receiving, or start to receive, a Pension from their Superannuation balance (e.g. as a reversionary beneficiary);
- your former spouse has been ordered to pay you a portion of their Superannuation Income Stream as part of a separation or family court settlement.

The following table outlines events that can be debits and credits to your transfer balance account to be assessed against your cap:

Debits (-)	Credits (+)
Where you commute (in part or in full) a Superannuation Income Stream, you are generally entitled to a debit for the value of the Lump Sum from their transfer balance account.	Where you had a pre-existing Pension on 30 June 2017, the value of all Superannuation Interests that continue to support Superannuation Income Streams in the Retirement Phase.
Where you receive a structured settlement payment and then contribute the amount into Superannuation (e.g. personal injury payment);	The commencement value of new Superannuation Income Streams (including new Death Benefit Income Streams) in the Retirement Phase that start from 1 July 2017. This includes a Transition to Retirement Income Stream (TRIS) that moves into the Retirement Phase.
A range of limited events (replenishment debits) that may result in you losing some or all of the value of your Superannuation Interest, including fraud, dishonesty, or void transactions under the Bankruptcy Act.	The value of a reversionary Superannuation Income Streams that you automatically entitled to receive because of the death of a Member.

Where a super interest is split as part of the division of property following a divorce or relationship breakdown.	The excess transfer balance earnings that accrue on any excess transfer balance amount you have.
Failure to comply with the pension standards (e.g. not meet the minimum pension) or where you fail to comply with a commutation authority from the Commissioner.	Certain repayments of a limited recourse borrowing arrangement entered into on or after 1 July 2017 where the payment results in an increase of a super interest that is in the Retirement Phase.

Once the commencement of an Income Stream has been reported to the Australian Taxation Office (ATO) against your transfer balance account, your personal cap does not apply to any subsequent growth or losses of this Pension, nor Pension withdrawals. This means that:

- if you start a Pension with \$1.7 million and the value of that Pension grows to \$2.0 million, you will not exceed your cap and the tax exemption continues to apply to the Fund earnings it generates;
- if you start a Pension with \$1.7 million and the value of that Pension goes down over time as you
  use it to live on or you suffer losses, you cannot 'top up' your Pension accounts. You will still be
  able to access other Superannuation amounts you may hold in Accumulation Phase by taking
  these as a 'Lump Sum'.

Changes to the rules for payment of Transition to Retirement Income Streams (TRIS) means that such Pensions do not count towards your Transfer Balance Cap until such a time that you meet a condition of release with no cashing restrictions (i.e. retirement or reaching age 65).

Please note that special rules apply to Pensions paid to children in the event of a parent's death. Furthermore, concessions exist with the Transfer Balance Cap to subtract the value of any structured settlement contributions (i.e. from a personal injury payment) made into Superannuation.

If you have a Retirement Phase account balance more than your personal cap you will need to:

- remove any amount over your personal cap, plus the Excess Transfer Balance earnings, from Retirement Phase; and
- pay Excess Transfer Balance Tax (15% for first time breach, 30% thereafter)

The ATO will issue a determination for any such breach of your personal cap to remove the excess amount, or alternatively where you identify the breach, you may request the Trustees to reduce this excessive amount.

# 7.3 Events-based reporting obligations

From 1 July 2017, all Retirement Phase Income Streams have reporting requirements associated with the Transfer Balance Cap event. These reporting requirements are event-based – that is, the event to be reported every time there is a change to a Member's Retirement Phase interests. The timing of reporting for an event within a SMSF will be subject to either a quarterly or annual framework. More information about the events-based reporting requirements for SMSFs can be found on the ATO website, <a href="https://www.ato.gov.au/Super/Self-managed-super-funds/Administering-and-reporting/Event-based-reporting-for-SMSFs/">https://www.ato.gov.au/Super/Self-managed-super-funds/Administering-and-reporting/Event-based-reporting-for-SMSFs/</a>

Fund Trustees (or via the service provider) will need to report directly to the ATO when:

- a Retirement Phase Superannuation Income Stream commences, including the associated value of the income stream.
- an amount in a Retirement Phase account is commuted.
- a Death Benefit Income Stream commences including the recipient and the amount of the Income Stream: and
- the amount of any structured settlements received before and after 1 July 2017.

There are several important considerations in complying with the new Superannuation measures. As a result, you should seek specialist advice from a suitable qualified professional to ensure that you have assessed all the issues and opportunities with these reforms.

## 8. Taxation of the SMSF and Members

The following outlines the current application of the tax laws that apply to the SMSF and Fund Members that have been in effect since 1 July 2007, and also reflect the superannuation reform measures from 1 July 2017.

# a) Taxation in the Fund

Where the Trustee of a SMSF complies with the rules of the Trust Deed and Superannuation Laws, it will generally be treated by the Commissioner of Taxation as a Complying SMSF. This means that the SMSF is entitled to concessional taxation treatment. Broadly, the tax treatment for a Complying SMSF is as follows:

#### Accumulation Phase

- Where the assets of a Complying SMSF are set aside to pay Lump Sum benefits for Members, the
  Fund is to include as assessable income interest, dividends, rents, and other items that would
  ordinarily be assessable to a taxpayer. In addition, the Trustee is to include as assessable income
  those contributions made by an employer or made by the Member where a tax deduction is to be
  claimed within their personal income tax return.
- The Fund is generally entitled to claim a tax deduction for expenses in running the Fund.
- If the Fund pays life or disability insurance premiums, they may be entitled to claim a tax deduction for the insurance premium.
- The Fund is entitled to a one-third discount on any capital gains realised on Lump Sum assets held for greater than 12 months.
- The taxation rate on the taxable income of a Complying SMSF is 15% less any tax offsets such as imputation credits or foreign tax offsets.

#### Retirement Phase

- Where the assets of Complying SMSF are held aside for use by the Fund to pay one or more Income Streams then any income generated, or capital gains realised on those investments are eligible for tax exemption on the basis that the rules of the Income Stream and Superannuation Laws have been met.
- Imputation credits derived from dividends that remain unused will be fully refunded when income of the Fund is exempt from tax, or alternatively can be applied against other taxable Fund income (e.g. accumulation Member benefits).
- If a Member of the Fund becomes disabled during his or her working-life, the Fund may be entitled to a tax deduction for the future service period liability (i.e. being eligible to have worked through to age 65), instead of the insurance premium.

### b) Contributions to the SMSF for a Member

Since 1 July 2007, the Superannuation and tax laws have introduced contribution caps that limit the amount of tax concessions available for concessional and non-concessional contributions. Details of the current limits are provided in *Item 3 of Schedule 1* of this PDS.

### c) Benefits paid to a Member

All the benefits held on behalf of a Member within your accumulation account are classified as a Superannuation Interest under the Superannuation Laws. If an Income Stream is commenced this is generally a separate Superannuation Interest where a separate amount is set aside by the Trustee of the Fund. Any benefit paid from a Superannuation Interest may have different tax-free/taxable proportions established and thus different taxation consequences to the Member or a deceased Member's dependants, non-dependants or his or her legal estate.

# 9. SMSF Estate Planning

One of the most important benefits of the Trust Deed is that it allows the Member to provide Death Benefits directly to dependants, non-tax dependants and the legal estate of a deceased Member.

The governing rules of the Fund allow for a Member to direct the payment of their Superannuation Death Benefits through any of the following:

**SMSF Will** – provides specific written instructions for the trustee that must be followed in the event of the Member's death (once accepted). In effect, the SMSF Will may be a lapsing or non- lapsing binding death benefit nomination made on behalf of the Member, with the addition of directions and other wishes of the Member.

The directions and other wishes may include the provision of death benefits in a manner and form described under the SMSF Will, such as who shall be the replacement Trustee in the event of the death of the Member, which superannuation interest a specific death benefit is to be paid from and whether such benefit is to be made by way of a distribution of a specific Fund asset and the specification of any conditions on the payment of the death benefit. An SMSF Will can be utilised to create a child Accounts

Based Pension that may be required, particularly as a consequence of the superannuation reforms that came into operation on 1 July 2017. A SMSF Will can only be created in accordance with the provisions of the trust deed.

• **Binding Death Benefit Nomination** - binds the Trustee with the manner of the payment of the deceased Member's Death Benefit. The Member may choose this nomination to be non-lapsing or alternatively can select a period of time in which it does lapse (and requires renewal).

Where the Binding Death Benefit Nomination is valid, the Trustee is bound to follow the instructions of the Member for any Death Benefit payment.

• **Non-binding Death Benefit Nomination** – provides a statement of wishes to the Trustee with the manner of the payment of the deceased Member's Death Benefit. However, the Trustee is not bound to follow these instructions, rather simply use it as a guide for payment purposes.

Where a Member decides to have either a Binding or Non-Binding Death Benefit Nomination, to be valid it must be in the format provided in the Schedules 1 and 2 of the Trust Deed.

The Trust Deed and the taxation consequences for Member Death Benefits are:

- A SMSF Will allows the Trustee to make Lump Sum payments by way of assets called an "inspecie" Death Benefit payment.
- For taxation purposes, a Lump Sum can be paid to a dependant or the Trustee of the legal estate
  who may pass them on directly to a dependant of the deceased Member. Alternatively, the Trustee
  of the legal estate may create a Testamentary Trust to only hold the Superannuation Death
  Benefits for dependants. In these circumstances, any Lump Sum Death Benefit payment is taxfree.
- Lump Sum payments made direct to non-dependants are taxed at 15% on the taxable component plus the Medicare levy (2%), with no tax on the tax-free component.
- A SMSF Will or Binding Death Benefit Nomination allows the Trustee of the Fund to provide an Income Stream to a tax dependant of a Member. This Income Stream can be commencement upon the death of the Member by the tax dependant, or alternatively the Income Stream may automatically revert (known as a reversionary Income Stream). Different tax rules apply based upon the age of the deceased Member and recipient beneficiary.

It is important to note that a SMSF Will or Binding Death Benefit Nomination and any corresponding Death Benefit payments from a SMSF fall outside any external Will the Member may have put in place. Importantly, the Trustee is not legally bound by any direction the Member may have made in the Will regarding his or her Superannuation benefits.

The Superannuation Laws define a dependant to include a spouse, child, a financial dependant, or a person who has a close interpersonal relationship with the Member. However, for taxation purposes a "dependant" includes a

spouse, a child under the age 18, a person who the Member has a close interpersonal relationship with as well as any person who is a financial dependant. Thus, a child over age 18 would be considered a non-dependant for taxation purposes unless they were a financial dependent.

# 10. Costs of running a SMSF

There are a range of costs associated with establishing, operating, and maintaining a SMSF. The level of costs incurred will also depend on the extent that the Trustee has sought expertise in ensuring the Fund remains complying and also has the best possible strategic set up for the Trustee and Members. These costs should be compared carefully to the costs associated with being a Member of an industry based or retail Superannuation Fund.

# 11. Understanding various risks associated with SMSFs

There are a range of risks associated with becoming a member of a SMSF. The impact of these on you as a member can vary based upon your personal circumstances; however, it is important that you seek professional advice where appropriate. These include:

- Lack of statutory compensation you do not have same level of Government protections that are available to APRA-regulated superannuation funds, such as statutory compensation in the event of theft or fraud.
- Insurance it is generally found that life and total and permanent disability (TPD) insurance is more expensive and harder to obtain within an SMSF than for a larger APRA-regulated superannuation fund, which can often also offer default levels of cover without a medical assessment. It is a requirement of the fund's investment strategy to consider the needs of insurance for one or more members of the Fund.
- Access to complaints mechanism not having access to certain dispute resolution mechanisms, such
  as the Australian Financial Complaints Authority (AFCA). By contrast, the type of disputes and
  complaints that may arise for you as a SMSF investor may be different from those in an APRA regulated
  fund. In these circumstances, access to other complaints mechanisms may be available to you, such as
  the Financial Ombudsman Service or the Credit and Investments Ombudsman.
- Appropriateness of different SMSF structures as outlined within Section 2 of this PDS, it is important
  to understand the most appropriate structure when establishing a SMSF. Selecting the most appropriate
  structure can have important tax and succession planning implications for you. It can be costly to change
  structures; ownership of assets and trustees after the SMSF has been established.
- Time and skills necessary to operate a SMSF generally, as a member, you will be required under the definition of a SMSF to become a trustee or director of a corporate trustee. Having the appropriate financial literacy, understanding of legal, taxation, and other requirements, along with the available time and general interest are all things you need to give consideration to. Importantly, you must understand the obligations associated with undertaking the role, which many of these have been outlined in Section 4 of this PDS.

•	Developing an investment strategy - Section 6 of this PDS highlights the requirement for a fund to
	develop, maintain and regularly review an investment strategy which is to ensure that the Fund is likely to
	meet each member's retirement needs.

•	Consideration of an exit strategy - at some point in the future, you may want to exit the Fund due to
	the compliance requirements becoming too onerous or costly, or where a trustee has passed away or
	become incapacitated. As a result, you should always give consideration to developing an exit strategy
	for the SMSF

# **SCHEDULE 1**

# Date of Issue - 1 July 2021

# Item 1 - Preservation Age

Your preservation age depends on your date of birth as shown in the following table:

Date of Birth	Preservation Age
Before July 1960	55
July 1960 — June 1961	56
July 1961 —June 1962	57
July 1962 — June 1963	58
July 1963 — June 1964	59
After June 1964	60

# Item 2 - Contributions Eligibility

	Personal	Employer – Mandated	Employer – Non-Mandated	Spouse	Downsizer Contributions
Work test or Work Test Exemption (WTE) required? * Applies where a	Yes	No	Yes	Yes	No**
member is 67 years and over at the time of contributions					
Age Limit	75	None	75	75	None

<sup>\*</sup>Work test requires that the individual must be gainfully employed for at least 40 hours or more over 30-day period during the current financial year, or work test exemption (WTE) where the individual is provided with an additional 12-month period (once only) from the end of the financial year in which they last met the work test, subject to their total super balance being less than \$300,000.

<sup>\*\*</sup> Downsizer contributions can be made by an individual at any stage after reaching age 65.

<sup>^</sup>Contributions that are otherwise eligible may otherwise be accepted 28 days after the month in which the Member turns 75.

# Item 3 - Contributions Caps

Concessional Contributions			
Cap 2021-22	\$27,500		
Unused concessional contributions carry forward	An individual with unused concessional contributions since the 2018-19 financial year are eligible to carry-forward concessional contributions to utilise in the current financial year, subject to their total superannuation balance (TSB) being less than \$500,000 at the end of June of the previous financial year. Unused amounts are available for a rolling maximum of five years, and after this period will expire.		
Treatment of excess – from 1 July 2013	Excess concessional contributions are included in individual's assessable income at taxed at marginal rates in addition to an excess concessional contribution (ECC) charge. Individuals can elect to release up to 85% of excess concessional contributions to meet the individual's tax liability from the amended assessment. Will count towards and individual's non-concessional contributions reduced by a released amount.		
Contribution splitting	A Member can split up to 85% of a taxed contribution made in an income year to an eligible spouse in the following income year. The maximum amount that can be split is the <i>lessor</i> of:  • 85% of the concessional contributions for that financial year; and • the concessional contributions cap for that financial year.  This also includes unused carry forward concessional contributions.		
	Non-Concessional Contributions		
Cap 2021-22 *	\$110,000*		
Bring Forward *	If the Member is currently under age 67 at any point during the financial year and they have a TSB of less than the general cap (i.e. \$1.7 million) at the end of the previous income year, they may be eligible to bring forward non-concessional contributions – see contribution and bring forward available in table below. This is automatically triggered for an eligible Member that makes non-concessional contributions in the year of more than \$110,000*.  No bring forward rule applies for a Member aged 67 or older on 1 July each year.		
Treatment of excess – from 1 July 2013	Excess non-concessional contributions can be withdrawn from the Fund with a penalty interest rate applying from 1 July in the year that the breach occurred.  Alternatively, the excess can be taxed at 47%		

Individuals with a Total Superannuation Balance approaching the Transfer Balance Cap will be limited to the extent to which they can apply the bring forward period to make non-concessional contributions.

Total Superannuation Balance	Contribution & bring forward available
Less than \$1.48 million	\$330,000 (3 years)
\$1.48m - \$1.59 m	\$220,000 (2 years)
\$1.59m - \$1.70m	\$110,000 (1 year)
\$1.70m and over	Nil

# **Item 4- Tax Treatment of Benefits**

Lump Sum Member Benefits			
Income component derived in the income year	Age when payment is received	Amount subject to tax	Maximum rate of tax (excluding Medicare levy)
Member benefit – taxable component – taxed element	Under preservation age	Whole amount	20%
	At or above preservation age and under 60 years	Up to the low-rate cap (\$225,000)	Nil
		Above the low-rate cap amount (\$225,000)	15%
	Aged 60 years or more	Nil – amount is non-assessable, non-exempt income	N/A
Member benefit – axable component – untaxed element	Under preservation age	Up to untaxed plan cap amount (\$1,615,000)	30%
		Above untaxed plan cap amount (\$1,615,000)	45%
	At or above preservation age and under 60 years	Up to the low-rate cap (\$225,000)	15%
		Above the low-rate cap amount (\$225,000) and up to untaxed plan cap amount (\$1,615,000)	30%

	Above untaxed plan cap amount (\$1,615,000)	45%
Aged 60 years or more	Up to untaxed plan cap amount (\$1,615,000)	15%
	Above untaxed plan cap amount (\$1,615,000)	45%

Income Stream Member Benefits			
Age of recipient	Element taxed	Element untaxed	
Age 60 years or more	Non-assessable, non-exempt income (that is, tax-free)	Taxed at marginal rates, with a 10% tax offset	
At or above preservation age and under 60 years	Taxed at marginal tax rates Tax offset of 15% is available	Taxed at marginal rates, with no tax offset	
Under preservation age	Taxed at marginal tax rates, with no tax offset Tax offset of 15% is available if a disability super benefit	Taxed at marginal rates, with no tax offset	

All amounts above may also be subject to the Medicare Levy.

# **Income Tax & Capped Defined Benefit Income Streams**

Certain capped defined benefit income streams will be subject to additional tax after the first \$100,000 of pension paid to the Member. The level of tax will depend upon whether the amount includes an Element taxed or Element untaxed, with the Fund required to withhold PAYG amounts from the pension.

Item 5 - Minimum Pension percentages

Age of Pension Member	Percentage factor	50% temporary reduction
Under 65	4%	2%
65 to 74	5%	2.5%
75 to 79	6%	3%
80 to 84	7%	3.5%
85 to 89	9%	4.5%
90 to 94	11%	5.5%
Aged 95 or older	14%	7%

As part of the Government's economic response to the Coronavirus, it has legislated a 50% temporary minimum pension reduction for all accounts-based income streams for the 2019-20, 2020-21 and 2021-22 financial years. This includes Account Based Pension, Allocated Pensions and Market Linked Pensions only.

# **SCHEDULE 2**

The following is a list of resources that may assist in making in the decision-making process of becoming a Fund Member:

USEFUL SMSF RESOURCES		
Australian Taxation Office <a href="https://www.ato.gov.au/super/self-managed-super-funds/">https://www.ato.gov.au/super/self-managed-super-funds/</a>		
ASIC MoneySmart	https://www.moneysmart.gov.au/superannuation-and-retirement/self- managed-super-fund-smsf	
SMSF Association (for Trustees)	https://smsfconnect.com/	