



Lost SMSF Trust Deed Replacement Order Form

Name	<input type="text"/>	Phone	<input type="text"/>
Firm	<input type="text"/>	E-mail	<input type="text"/>

Fund Details

Name of Fund	<input type="text"/>		
Date of Original Deed	<input type="text"/>	Date of Last Amendment	<input type="text"/>
Meeting Address	<input type="text"/>		

Please submit a copy of any documents that have amended the trust deed together with this order form.

Original Trustee Details

IMPORTANT: Full, verifiable names are required.

Names (include ACN if Company)	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

Current Trustees and Members

Names (include ACN if Company)	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

Officer Names and Roles (First Officer listed to be Chairman, first 2 Officers to be signatories)	<input type="text"/>	<input type="checkbox"/> Director	<input type="checkbox"/> Secretary
	<input type="text"/>	<input type="checkbox"/> Director	<input type="checkbox"/> Secretary
	<input type="text"/>	<input type="checkbox"/> Director	<input type="checkbox"/> Secretary
	<input type="text"/>	<input type="checkbox"/> Director	<input type="checkbox"/> Secretary

Members

Name	<input type="text"/>
Name	<input type="text"/>
Name	<input type="text"/>
Name	<input type="text"/>

Current Principal Employer/Other Party

Name	<input type="text"/>
	<input type="checkbox"/> PRINCIPAL EMPLOYER <input type="checkbox"/> OTHER (list type of role)
Name	<input type="text"/>
	<input type="checkbox"/> PRINCIPAL EMPLOYER <input type="checkbox"/> OTHER (list type of role)

Additional Information/Special Instructions

Payment Details

Please debit the following card details by the amount of \$

Type of Card	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Diners Club*	<input type="checkbox"/> Amex*	<small>*3% SURCHARGE APPLIES</small>
Card Number	<input type="text"/>	Expires	<input type="text"/>	CCV	<input type="text"/>
Name on Card	<input type="text"/>	Signature	<input type="text"/>		

WARNING – SIGNING THE REPLACEMENT TRUST DEED

IMPORTANT NOTE: If the trust deed or a copy of it is subsequently located after the execution of a replacement trust deed, the original trust deed must be used as the correct trust deed to the exclusion of the replacement.

The land titles authorities in some states require the replacement trust deed to bear an original signature of the Trustee where a dealing with land involving the trust is required to be registered. We recommend against doing so due to the possible resettlement risks in doing so. However, should the trust be dealing with land, you should obtain legal advice regarding these issues BEFORE signing the documents.

COMPLETING THE ORDER FORM

SELF MANAGED SUPERANNUATION FUNDS

Trustee / Member – Generally, under the Superannuation Industry (Supervision) Act 1993:

- (a) ALL fund members must be trustees (or directors of a corporate trustee) and ALL trustees (or directors of a corporate trustee) must be fund members;
- (b) sole member funds without a corporate trustee must have at least 2 individual trustees one of whom is the sole member;
- (c) an SMSF must not have more than 4 members; and
- (d) if a member is a minor or otherwise incapacitated (infirm or mentally incapable), they must be represented by an individual trustee/director of a corporate trustee who is over 18 and having full legal capacity.

Other Roles – Occasionally (and particularly in some older funds) a position such as a Founder, Guardian or Principal is incorporated into a fund trust deed. These roles are generally no longer required and our standard Governing Rules do not make reference to such roles. However, on some occasions, the trust deed may require the consent of the holder of such positions as a condition of amendment to the Governing Rules and therefore we require the relevant details to be provided.

Principal Employer – If the Fund currently has a principal employer, please advise on page 1 of the order form. In some circumstances, SMSF trust deeds that were established with Principal Employers require the consent of the Principal Employer for amendments to be made to the deed. Should the previous trust deed have a Principal Employer listed, they may need to be party to any deed of amendment. If the Principal Employer listed in the previous deed no longer holds that position, please advise when submitting the order form.