



DISCRETIONARY TRUST CHECKLIST

1. Trust Information

1.1 Name of trust:.....

1.2 The date the deed will be established:

1.3 Confirm the jurisdiction's laws that apply to the trust deed if not SA:

1.4 The name and address details of the settlor:
.....

1.5 Amount the settlor is contributing to settle the trust:

2. Appointor details

2.1 Whether an appointer is to be named. Y/N

2.2 If an appointer is named, then give address details:
.....

2.3 If the appointer is a company, then give:

- Its ACN and ABN
- Name of the authorised representative (and whether they are a director or secretary of the company)
.....

3. Trustee details

3.1 The name and address details of the trustee(s):
.....

3.2 If a trustee is a company, then give:

- Its ACN and ABN

- Its authorised representative (and whether they are a director or secretary of the company):

.....

- Whether the trustee has a sole director: Y/N

3.3 Whether the trustee(s) are to be excluded from being a beneficiary: Y/N

3.4 Trustee meetings details including:

- Attendees of the meeting:

.....

- Person who will chair the meeting:

.....

- The venue, date and time that the meeting will be held:

.....

4. Beneficiary details

4.1 The name and address details of the beneficiary(ies):

.....

4.2 If a beneficiary is an entity, then give:

- Its ACN and ABN:

- Its authorised representative (and whether they are a director or secretary of the company):

.....