[DateOfLetter]

[FundName]

C/-[TrusteesOrDirectorsFullNames]

[FundPostalAddressBlock]

Dear [TrusteeName]

**[FundName]**

**COVID-19 (Coronavirus) – Early Release of Superannuation**

I am a member of the Fund and I hereby wish to make a Lump Sum withdrawal of <<$10,000>> from my accumulation account.

I confirm that I have met the Condition of Release of Compassionate Ground – Coronavirus and received a determination from the Australian Tax Office (ATO) authorising the release of the money from my SMSF.

I understand that the current balance of my accumulation account is sufficient to make this payment. I hereby request the Trustee(s) attend to the payment to my bank account as soon as possible.

If you have any queries with regard to the above, please do not hesitate to contact me.

Yours sincerely

<<Member’s Full Name>>

<<MemberPostalAddress>>