

SMSF DEED UPDATE SYSTEM - INSTANT DEED UPDATES

Updating your Topdocs SMSF trust deeds is easy via the Topdocs Document Portal. With all of your deeds listed in a single location, all you need to do is select the deed you want to update and you will receive your updated deed instantly via email!

How does it work?

Every SMSF deed that Topdocs has prepared for you is located in your online account with Topdocs. Simply sign in at the [Topdocs website](http://www.topdocs.com.au) - www.topdocs.com.au



If you haven't used the Topdocs Document Portal before, you can register for free at the website by clicking on the **JOIN** button and following the prompts.

- Once you have signed in, select **Your Topdocs Deeds** from the **SMSF Deed Updates** menu tab at the top of the page

Listed on the screen are the details of every Fund you've ever established or varied with Topdocs, including the date the deed was last updated.

Your Super Funds

Adviser Selection: All Adviser Annual Updates: ALL

Fund Name	Adviser	Date of last update	Annual Updates	Update now on Demand
Dellsby Self Managed Super Fund	John Smith	03/07/1999	No	<input type="checkbox"/>
Smith Jones Super Fund	John Smith	06/09/2002	No	<input type="checkbox"/>
JJ Jones Super Fund	John Smith	01/07/2005	No	<input type="checkbox"/>
Classic Super Fund	John Smith	07/04/2006	No	<input type="checkbox"/>
Peter Pan Super Fund	John Smith	25/08/2006	No	<input type="checkbox"/>
Jeremy Super Fund	John Smith	01/05/2009	No	<input type="checkbox"/>
Phils Superannuation Fund	John Smith	20/12/2012	Yes	
Phils Superannuation Fund	John Smith	20/12/2012	Yes	
Mawsby Super Fund	John Smith	21/12/2012	Yes	
Greenbay Superannuation Fund	John Smith	01/01/2013	Yes	
KP King Super Fund	John Smith	02/01/2013	Yes	
John Smith Family SF	John Smith	30/01/2013	Yes	
Richard Carter Superannuation Fund	John Smith	30/01/2013	Yes	
John Smith Family SF	John Smith	30/01/2013	Yes	
Richard Carter Superannuation Fund	John Smith	30/01/2013	Yes	

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[Update Selected Funds](#)

Image 1 | All your Topdocs deeds located in a single location

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When you highlight a Fund in the list, the details of the Fund are displayed including the current and prior governing rules and current member and trustee details.

Richard Carter Superannuation Fund

Current Governing Rules

[Deed & Resolutions](#)

Fund Details

Establishment 19/06/1992
Date

Governing Law ACT
Member Name Richard Carter
Company Name Carter Super Pty Ltd
Company ACN 000 000 001
Director Name Richard Carter

Image 2 | Details of the Fund

- To update a deed, simply tick the **Update Now** box for each Fund you want to update, click **Update Selected Funds**, provide your payment details and that's it!

Fund Name	Adviser	Date of last update	Annual Updates	Update now on Demand
Jeremy Super Fund	John Smith	01/05/2009	No	<input type="checkbox"/>
Peter Pan Super Fund	John Smith	25/08/2006	No	<input checked="" type="checkbox"/>
Classic Super Fund	John Smith	07/04/2006	No	<input checked="" type="checkbox"/>
JJ Jones Super Fund	John Smith	01/07/2005	No	<input type="checkbox"/>
Smith Jones Super Fund	John Smith	06/09/2002	No	<input type="checkbox"/>

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Image 3 | Updating Funds instantly

Your order is processed immediately, with a new set of governing rules, product disclosure statement and trustee resolution for each selected Fund sent to you by email or express post, depending on your selection.

Plus your SMSF Deeds Updates page is automatically updated with the Fund's new set of governing rules – and the prior versions are retained for auditing purposes.

More information

Should you have any queries or require more information about the Topdocs SMSF Deed Update system, please contact the team at Topdocs on 1300 659 242.