

Instructions for a Unitholders Agreement

Your details

Name

Date

Organisation

ACN/ABN

Delivery
Address

Phone

Email

Agreement details

- Please email to us a copy of the **Unit Trust Deed**
- Details of current **Trustee** (name and address)
- Details of all current **Unit Holders** (names, address, number and class of units held)
- Are there any **conditions precedent** to the unitholders agreement coming into place ie things that need to be achieved prior to the unitholders agreement binding the unitholders?
- How often are **unitholders meetings** and **trustee meetings** to be held? Quarterly, annually?
- **Management** – who will make decisions for the Trust on a day to day basis/manage the trust on behalf of the Trustees? All of the directors of Corporate Trustee, or just one Director appointed as a Manager?
- **Business plans** - Annually? Or just as required?
- **Further issue of units** - Pre-emptive rights on further unit issues ie offered to existing unit holders first before third parties? Who determines price (Trustee or independent valuer)? Time period restrictions on further unit issue (eg not within first 2 years)? Other restrictions?
- **Transfer of Units** - Pre-emptive rights on transfer of units ie offered to existing unit holders first before third parties? Who determines price (Unit holder or independent valuer)? Time period restrictions on further unit issue (eg not within first 2 years)? Other restrictions?
- **Funding** - how will further funding be raised ? – eg. the Trustee determines funding is required and Unit Holders are required to contribute their % of that funding.
- **Redemption** – Can a Unit Holder apply to redeem their Units? If so what restrictions apply? ie. all units or just part? Time periods? How will the price be determined? Any mandatory redemption events?
- **Default and Mandatory transfer events** - What do you want to occur if a Unit holder is convicted of any indictable criminal offence; mental incapacity; becomes insolvent, breach the agreement, die? Others? Price for units – determined by outgoing unit holder, other unit holders or independent valuer?
- **Restraint provisions** - Will the unit holders be restricted from engaging in a business which is similar to and in competition with the business of the Trust, taking customers or employees? Maximum time period and geographical area? (if applicable)
- **Other** specific requirements?

Logo

Would you like us to include your logo on the documents?

- Yes - please e-mail to us your logo for insertion
 - No - we will include our logo
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Acceptance of terms and conditions

By ticking this box, I/we acknowledge that I/we have read and agree to the Document Shop Pty Ltd *terms and conditions and acknowledgement* [available on our website at www.documentshop.com.au or contact us at info@documentshop.com.au and we will e-mail or post a copy to you].

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