

Fund Name: _____ Superannuation Fund

SELF MANAGED SUPERANNUATION FINANCIAL STATEMENTS CHECKLIST

The following checklist will assist you in collating information to be forwarded to our office.

- Please tick the box and attach the relevant documents.

SOURCE DOCUMENTS

- Bank Deposit and Cheque Books

BANK/LOAN STATEMENTS

Please also provide the following statements for the period 1 July 2020 to 30 June 2021

- Bank Statements for all accounts; including term deposits

INCOME

Please provide the following statements for the period 1 July 2020 to 30 June 2021

- | | |
|---|--|
| <input type="checkbox"/> Dividend notices | <input type="checkbox"/> Trust annual tax statements |
| <input type="checkbox"/> Rental income details | <input type="checkbox"/> ETP Rollovers/transfers in |
| <input type="checkbox"/> Copy of lease or tenancy agreement | <input type="checkbox"/> Any other income |
| <input type="checkbox"/> Contributions details | |

EXPENSES

Please provide the following statements or invoices for the period 1 July 2020 to 30 June 2021

- | | |
|---|--|
| <input type="checkbox"/> Life insurance notices | <input type="checkbox"/> Interest on borrowed monies |
| <input type="checkbox"/> Rates, Land Taxes & insurance premiums | <input type="checkbox"/> Repairs and Maintenance |
| <input type="checkbox"/> Pensions paid | <input type="checkbox"/> Legal fees |

ASSETS

Please provide details of any of the following:

- | | |
|---|--|
| <input type="checkbox"/> Property/asset valuations | <input type="checkbox"/> Chess holding statements |
| <input type="checkbox"/> If your property valuation is 3 years or older, please provide and up to date valuation | |
| <input type="checkbox"/> Managed fund/trust investment statements | <input type="checkbox"/> Capital expenses |
| <input type="checkbox"/> Sundry debtors | <input type="checkbox"/> Asset cost bases (new funds only) |
| <input type="checkbox"/> Financial statements for unlisted share holdings | |
| <input type="checkbox"/> Details of assets (land, property, plant, equipment & machinery) bought or sold during the year include type, date and consideration | |

LIABILITIES

Please provide details of any of the following:

- Limited recourse loan documentation
- Loans
- Sundry creditors



OTHER

Please provide details of any of the following:

- GST Reconciliation
- Copies of minutes
- Historical contributions history (new funds only)
- Historical contribution/pension cap breaches (new funds only)
- Electronic Service Address (new funds only)

I hereby instruct Hooper Accountants to proceed with preparing my 2020/2021 Self Managed Superannuation Fund Financial Statements. I have reviewed the above and believe I have provided all necessary details required.

Name: _____

Dated: _____

Best contact number: _____