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| 2023 SUPERANNUATION FUND CHECKLIST |

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| CLIENT DETAILS | | | | | | |
| Full Name of Fund | Company | | | Client  Code : | T&A Handi Code | |
| Trustee/s | SMSF Trustee 1 SMSF Trustee 2 | | | | | |
| Member/s | Mr Ari Bethlehem Mrs Victoria Bethlehem | | | | | |
| Address | Address Line 1 Address Line 2 | | | | | |
| Suburb | City/Town | State : | State/Co/Prov | Postcode : | | Zip/Postal |
| E-mail | Email Address Email Address 2 | | | | | |

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| **Requirements for Superannuation Fund Company**  **NOTE: All documentation relates to the 2023 Financial Year (01/07/2022 to 30/06/2023)** | | |
| All **Bank Statements** for the full financial year showing all transactions and balances | Yes 🗖 | No 🗖 |
| **Supporting documents for all transactions during the financial year including:** | | |
| 1. Asset sale and purchase statements (including shares, units, property & other) | Yes 🗖 | No 🗖 |
| 1. Income statements (including dividend, distribution, interest, rental & other) | Yes 🗖 | No 🗖 |
| 1. Verification of employer contributions | Yes 🗖 | No 🗖 |
| 1. Property Purchase and Rental Income/Expense documents (if applicable) | Yes 🗖 | No 🗖 |
| 1. Managed investment fund tax statements and portfolio market valuation statements | Yes 🗖 | No 🗖 |
| 1. Invoices and receipts for all expenses (including fund expenses paid personally) | Yes 🗖 | No 🗖 |
| 1. Life/TPD/Trauma Insurance Policy (showing fund as policy holder & premiums paid) | Yes 🗖 | No 🗖 |
| 1. Details of all Pension withdrawal and lump sum withdrawal amounts | Yes 🗖 | No 🗖 |
| 1. Market valuations of all investments held as at the year ending 30 June | Yes 🗖 | No 🗖 |
| 1. Current market valuations of all real estate properties held in the SMSF (i.e., an independent kerbside appraisal from a real estate agent is acceptable) | Yes 🗖 | No 🗖 |
| 1. Detail all transactions with persons and entities related to the members of the SMSF | Yes 🗖 | No 🗖 |
| 1. Any other documents you may consider relevant (rental leases, loan agreements) | Yes 🗖 | No 🗖 |