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SELF MANAGED SUPER FUND ACCOUNTING AND INCOME TAX INFORMATION

SELF MANAGED SUPER FUND NAME: _____

Date documents provided: _____

To assist us in preparing your financial statements and income tax returns for the end of financial year, for your super fund we request the following information:

- All bank statements from 1st July to 30th June
- Cheque butts and deposit slips
- Summary of expenses and income
- Copies of buy/sell contracts of listed shares, if applicable
- Copies of holding statement for shares/units held by the fund
- Dividend statements including dividend reinvestment plans
- Annual Tax Statements for Managed Investments
- Property valuation for Investment Properties
- Copies of ETP rollover statements if applicable
- Any other income, expenses, assets or information that we should be aware of
- Rental income*

** Please provide details of all rent received and all expenses paid. We require the agent's statements and copies of statements for rates, insurance, repairs, land tax etc. Please provide settlement statements and purchase documents if you acquired or sold*