

SELF MANAGED SUPER FUND TAX RETURN CHECKLIST

For the year ended 30 June 2023

Instructions

1. Select each field to enter data
2. Once complete save the document to your device
3. Email your saved document as an attachment along with any requested supporting documents to patrick@thatcherconsulting.com.au

FUND DETAILS		
1	Superannuation fund name	
2	Have any of your details changed? If no, proceed to the documentation section.	Yes ☐ No ☐
3a	Member Details First Name: Last Name: Date of Birth:	
3b	Member Details First Name: Last Name: Date of Birth:	
4	Financial Advisor Name: Phone:	
5	Preferred Auditor Do you have a preferred Auditor? If not, we will appoint once for you. Preferred Auditor – Name: Phone:	Yes ☐ No ☐

DOCUMENTATION		
1	Bank Accounts including Term Deposits Please provide copies of all statements from 1/7/22 to 30/7/23	☐ Attached ☐ N/A
2	Do you have any other superannuation accounts outside of your SMSF? If yes, please provide details.	☐ Yes ☐ No
3	Does your SMSF hold any commercial or residential property? If yes, please provide the following: a. Details of all income and expenses incurred between 1/7/22 to 30/6/23 (Agent summaries, invoices & receipts) b. Copy of the rental / lease agreement c. Value of each property at 30 June d. Copy of the Purchase Contract, Settlement Statement and Certificate of title (if purchased during FY23)	☐ Yes ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A
4	Did your SMSF purchase, sell or hold any assets during the year? (e.g. Shares, Managed Funds, Gold Bullion etc) If yes, please provide the following: a. Purchase contract showing date of sale, number of units and consideration b. Sale contract showing date of sale, number of units and consideration c. Dividend / Distribution statements for all dividends / distributions received in the 2023 financial year d. Share Portfolio Valuation at 30 June e. Annual Taxation Statements for all Managed Funds for the 2022 financial year f. Copy of the Financial Statements for 2023 for any unlisted shares g. Trustees' valuation of any assets held which do not have a publicly available market value	☐ Yes ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A
5	Did the fund pay any pensions to members during the year? If yes, please provide details of the amounts paid to each member.	☐ Yes ☐ No
6	Did the fund pay any Lump Sums to members during the year? If yes, please provide details of the amounts paid to each member.	☐ Yes ☐ N/A

DOCUMENTATION CONTINUED

7	Did the fund receive any contributions during the year? If yes, please provide the following: a. The total amounts paid by the employer for each member b. The total amount paid by each member for which the member is claiming a tax deduction c. The total amount by each member which the member is NOT claiming a tax deduction	☐ Yes ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A ☐ Attached ☐ N/A
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Acknowledgement of Terms of Appointment

I acknowledge I have been requested to complete the Self-Managed Super Fund Tax return checklist provided by thatcher Consulting and will answer any questions which require further clarification before my tax return is prepared and lodged with the Australian Taxation Office.

Trustee 1

Name:

Signature:

Trustee 2

Name:

Signature: