

Self Managed Super Fund Audit Request



Name of Fund: _____
 Audit period: _____ Fund ABN: _____
 Accountant/Administrator: _____ Phone: _____
 Email: _____ Address: _____

Are all members either directors of the Trustee Company or trustees of the fund? Yes/No
 Have there been any known breaches of the SIS Act during the audit period? Yes/No
 Notes:

Does the fund have any "in house"/related party assets? Yes/No
 If yes are the assets pre-99? Yes/No
 Notes:.....

Please send the following records to us – paper or electronic form is acceptable

Financial Audit

	Yes	No	N/A	Notes
Fund Financial statements				
Fund Income Tax Return & Income Tax Calculation				
General Ledger				
Fund Bank Statements including Bank Reconciliations				
Fund Term Deposit Statements (if applicable)				
Fund Managed Fund Statements (if applicable)				
Fund Dividend Statements (if applicable)				
Fund Rental Statements (if applicable)				
Invoices/Receipts evidencing payments				
Profit at Market Value Calculation				
Change in Market Value Calculation				
Capital Gains Tax Calculation and supporting documents (if applicable)				
Valuations from Independent parties (if applicable)				
Member statements of account including allocation of income workpapers				
Related Unit Trusts – Financial statements and supporting documentation of related unit trust (if applicable)				
Lease agreements (if applicable)				
Life Insurance policy documents (if applicable)				
Other: _____				

Compliance Audit

Fund Trust Deed				
Fund Investment Strategy				
Fund Minutes of Meetings of Trustees				
Trustee Declaration				
List of Trustees and dates of birth if individual trustees				
ASIC Statement of corporate trustee (if applicable)				
Other _____				

Pension / Benefits

Copy of request from member to receive benefits/pension				
Calculation of benefits				
Actuarial Certificate (if required)				
PAYG Summary /ETP Summary				