

## **2017 Superannuation Fund Tax Return Checklist**

Name of taxpayer:

Address:		
Preferred Contact No:		
Email:		
Information	Information Provided	Not Applicable
Bank Account Details for Superannuation Fund (required for direct payment of tax refund)		
Please complete attached declaration form		
Bank Statements		
Bank statements for the period 1 July 2016 to 30 June 2017		
Details of all deposits and withdrawals		
Cheque butts and deposit books		
Investments		
Copies of contract notes and settlement statements for any shares or stapled securities purchased		
Copies of confirmation for units purchased in managed funds		
Copies of dividend statements		
Copies of distribution statements from trust		
Copies of annual tax statements for investments in listed unit trusts and forestry managed schemes		
Managed funds distribution statements, annual tax statements and capital gains statements		
Copies of sell notes and settlement statements for any shares, stapled securities or managed funds sold (include original purchase contract notes if possible)		
Copies of maturity notices for term deposits		
Statements of returns of capital (from shares)		
Statement of Transactions from Investment Broker		
Copies of any off-market transfer forms for any in-specie contributions		
Details of rent, leasing or hiring income  Details of investment in related parties, including any outstanding distributions to be received		
Details of any investments acquired from members or their associates during the income year		



Information	Information Provided	Not Applicable
Details of any other investment assets purchased or sold		
Contributions Received		
Records of all employer contributions (including salary sacrifice contributions)		
Records of any personal contributions		
Records of any contributions where no TFN was quoted		
Written notices from members stating intention to claim deductions for their personal contributions, if applicable		
Acknowledgement notices from trustee to members confirming receipt of notices re personal contributions		
Rollovers		
Details of inward/ outward rollovers		
Insurance Policies		
Copies of annual life insurance policy provided for members		
Copies of death or disability policy provided for members		



## SUPERANNUATION FUND BANK ACCOUNT DETAILS DECLARATION FOR THE YEAR ENDED 30 JUNE 2017

I,	(Trustee)	
on behalf of	(Super Fund)	
	de the bank account details to Gibson and Partners to be included in the self-Managed Superannuation Fund (SMSF) taxation return.	
BSB:		
Account:		
SMSF Accoun	t Name:	
I declare that the above details are true and correct		
SIGNED	DATED	
Privacy		
	Transfer unt details will only be provided to the Australian Taxation Office to facilitate the electronic that is owing to you by the Australian Taxation Office and for no other purpose.	
Disclaimer Gibson and Partn	ners accepts no responsibility if the details provided by you are incorrect.	

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