



Unit 1, 48 Flinders Pde North Lakes QLD 4509

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Check List for Superfund Tax Return

Client Name:		
	Initial	Date
Interviewer:		

Please tick where applicable & provide all relevant documentation

ITEM		N/A	Yes	Waiting
GENERAL				
1	Bank Statements for the period: 1 July – 30 June			
2	Term Deposit notices for the period: 1 July – 30 June			
3	Life insurance policy & renewal			
4	Bank Loan Statements for the period: 1 July – 30 June			
5	Copy of invoices for all expenses paid			
SHARES / UNITS (Managed Funds)				
1	Share buy & sell documentation			
2	Market valuation report (shares/units)			
3	Dividend Statements			
4	Trust Distribution Statements & Year End Tax Statement			
RENTAL PROPERTIES				
	Agent statements			
	Council rates			
	Water rates			
	Body Corporate fees			
	Property Insurance (full policy)			
	Market valuation as at 30 June (eg, Real estate appraisal)			

CLIENT NOTES:

ITEM		N/A	Yes	Waiting
	Property lease (if revised during the year)			
	Repairs & maintenance			
	Capital improvements (please provide invoices)			

CLIENT NOTES: