



ABN 93 004 005 136

**McGrath & Associates**  
QUALITY ACCOUNTANTS

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## SUPERANNUATION FUND CHECK LIST

### For the financial year 1 July 2010 to 30 June 2011

**Super Fund Name:** \_\_\_\_\_

**ABN/Tax File No:** \_\_\_\_\_

**Client's Name:** \_\_\_\_\_

**Phone No:** \_\_\_\_\_

**Client's Email:** \_\_\_\_\_

YES/NO	Comments
_____	Cash Book _____
_____	Computer Back-up Disk _____
_____	Computer Program Version _____
_____	Business Activity Stmt _____
_____	Instalment Activity Stmt _____
_____	Bank Statements <i>(attached)</i> _____
_____	Bank Reconciliation <i>(attached)</i> _____
_____	Loan Statements <i>(attached)</i> _____
_____	Capital Items Purchased <i>(documents attached)</i> _____
_____	Capital Items Sold <i>(documents attached)</i> _____
_____	Shares Purchased <i>(documents attached)</i> _____
_____	Shares Sold <i>(documents attached)</i> _____
_____	Dividends Received <i>(documents attached)</i> _____
_____	Rental Property Stmt <i>(attached)</i> _____
_____	Managed Funds <i>(documents attached)</i> _____

**Accountant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Accountant's Notes:** \_\_\_\_\_

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