

Self-Managed Super Fund Audit Request

CLEAVE

accounting

Name of Fund: ROYLE KENNEDY SUPER FUND

Fund ABN: 38 841 158 471

Accountant / Administrator: **Andrew Young**

Email: **andrew@cleave.com.au**

Phone: **(07) 3359 3311**

Address: **PO Box 432, BANYO QLD 4014**

Audit Period: **Financial Year Ended 30 June 2018**

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:

Financial Audit

Current Year Fund Financial Statements
Current Year Fund General Ledger Report
Current Year Fund Income Tax Return
Member Information Statements
Fund Trial Balance & Working Papers
Bank Statements
Invoices / Receipts evidencing payments
Fund Share Dividend Statements (if applicable)
Fund Share Buy / Sell Contracts (if applicable)
Fund Term Deposit Statements (if applicable)
Fund Managed Fund Statements (if applicable)
Fund Rental Statements (if applicable)
Title Deed for Property
Contribution Confirmations / s290-170 letter
Work Test Declaration (if over 65)
Valuations from Independent parties (if applicable)
Unit Trust Financial Statements
Life Insurance policy documents (if applicable)
Collectables / Artwork documents & Insurance
Other:

YES	NO	N/A	Notes	S/R
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360 <i>Financials</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Data File	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360 <i>Financials & W/P</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Data File	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Data File <i>Cleave</i>	
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Compliance Audit

Fund Trust Deed & Amendments (if not previously provided)
Fund Investment Strategy
Fund Minutes of Meetings of Trustees
ASIC Statement of corporate trustee (if applicable)
Bare Trust Documentation (if applicable)

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Permanent folder</i>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>✓</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360	Y
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Data File	

Pension / Benefits **YES / NO - N/A**

Copy of request from member to receive benefits/pension
Annual Pension Letter – 2018 year
Actuarial Certificate (if required)
PAYG Summary /ETP Summary

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Signed Documents (Returned to Auditor)

Auditor Engagement Letter
Trustee Representation Letter

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SF360	Y
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Data File	Y

Other: