

**SUPERANNUATION ACCOUNTING CHECKLIST**

**C2.1**

**CLIENT:** ..... M1294M SUPER FUND  
**PERIOD ENDING:** ..... 30/6/22 .....

	Preparer	Reviewer
<b>OPERATING STATEMENT</b>		
1 All income included	✓	
2 Super contributions reconcile with company or trust		
3 Market movement calculations completed	✓	
4 Check imputation credits and ensure that only claimed on dividends where the shares have been held for > 45 days.		
5 Tax Reconciliation completed	✓	
6 Calculation of tax payable		
7 Comparison with previous year - check all major variances	✓	
8 Distribution of profits completed	✓	
<b>BALANCE SHEET</b>		
<u>Current Assets</u>		
1 Bank balance agrees with bank reconciliation	✓	
2 Copy of last bank statements in working papers	✓	
<u>Investments</u>		
1 Balance of each investment agrees with supporting documentation	✓	
2 Interest/dividend/distribution from each investment recorded		
3 Copies of all investments at year end	✓	
4 Record of cost, date, number, additions, dividend reinvestment		
<u>Current Liabilities</u>		
1 Check for provision for income tax reconciles to tax payable per income tax return. Review create entries report & statement of taxable income.		
<u>Members Accounts</u>		
1 Review of members statements and ensure all details are correct.	✓	
<u>Review of General Ledger</u>		
	✓	
<u>Income Tax Return</u>		
1 Ensure amount has been recorded in the expenses section for audit fees		
<u>Audit</u>		
1 Accountant to print audit workpapers & prepare file for auditor	✓	
2 Arrange completion of audit		
3 Ensure that an engagement letter is on file	✓	

Preparer:.....  .....

Reviewer:.....  .....

Date:..... 26/9/23 .....

Date:..... 27/9/23 .....

