



29 October 2019

Matthew Salter Family Superannuation Fund
3 Hector Street
Brighton VIC 3186

Dear Matt, Lisa, and John,

2016 Compliance Documentation

Thank you for your instructions to complete the administration and compliance documentation for the Matthew Salter Family Super Fund for the year ended 30 June 2016.

We enclose the following documents for your review:

- Financial statements and member benefit statements for the year ended 30 June 2016
- SMSF tax return for the year ended 30 June 2016
- ATO payment slip
- Minutes of the meeting of the trustees
- Investment Strategy
- Trustee representation letter
- Audit engagement letter
- Audit management letter
- Invoice for services rendered

Financial Statements

The financial statements (balance sheet, profit & loss statement and notes) reflect the transactions and position of the fund through the year. The financial statements also include your member statements.

Please review the financial statements and member statements to ensure that all is correct. If you are happy with the contents, please sign the Trustee Declarations where indicated.

The financial statements should be returned to us to be filed in the Self-Managed Super Fund (SMSF) statutory register which is held in our office for future reference.

Your member balances have increased to **\$300,340** for the year ended 30th June 2016 due to the following:

	Matthew	Lisa	Fund
Opening balance	\$181,822	\$115,150	\$296,972
Contributions	\$1,002	\$447	\$1,449
Share of net fund income	\$2,436	\$1,554	\$3,990
Tax effect of direct member expenses	\$228	\$0	\$228
Contributions tax	\$0	-\$67	-\$67
Member insurance premiums	-\$1,521	\$0	-\$1,521
Tax on net fund income	-\$434	-\$277	-\$711
Closing balance	\$183,533	\$116,807	\$300,340

The Tax Return

You should examine the tax return carefully to ensure that all is correct. If you believe any amount has been omitted, any item has been recorded in error or you do not hold the correct substantiation (refer below), then please contact us so that we can have the documentation amended.

If the tax return is in order, please sign the declaration pages as indicated.

You should hold a copy of the document as well as all the supporting documents associated with the tax return in your files for future reference. These documents should all be held for at least 5 years.

The tax legislation imposes strict requirements upon you in relation to substantiation and supporting documents. Substantiation means "proof" or evidence. Usually, substantiation of expenses for tax purposes means receipts or similar documents. Importantly, an expense is generally not able to be claimed as a tax deduction unless correct substantiation is held. We have relied solely on your representations that all income and expenses you have supplied us with are correct and that you hold the correct substantiation. The onus in respect to this issues rests with you as the taxpayer. Whilst we have discussed these provisions with you and the relevant penalties for incorrect or incomplete substantiation, we have not audited your information and therefore do not give any assurance on the outcome of any possible ATO review.

Lodgment of the tax return

Once you return the signed Tax Return Declaration to us, we will have the Fund's tax return lodged with the ATO. If your SMSF tax return is processed without amendment, we anticipate that it will have the following tax outcome:

Year ended 2016: **\$685.90 payable** (breakdown below)

Taxable income	\$3,666.00
Income tax at 15%	\$549.90
TFN credits refundable	-\$123.00
Supervisory levy	\$259.00
Tax payable	\$685.90

Please find attached a payment slip that sets out all the banking details relevant to your account with the Tax Office.

Meeting Minutes

You are required to hold various meetings and record the proceedings of those meetings in minutes. We have drafted minutes that you may use to document your meetings. If you are happy that the minutes correctly reflect the proceedings of your meetings, please sign each minute where indicated and return them to us for filing in the fund's statutory register.

We have also drafted an Investment Strategy meeting minutes. If you are happy with the contents of the Investment Strategy minutes, please sign the minutes where indicated.

Auditor Documents

We are required to engage an independent SMSF auditor to carry out the annual audit functions for your fund. We have engaged Ian Hall to carry out this work.

Attached is an Audit Engagement Letter and a Trustee Representation Letter from Mr Hall. The Trustee Representation Letter sets out some declarations that the fund has carried out its business in accordance with the various superannuation laws, and therefore the fund is a complying fund. It would be greatly appreciated if you could please sign the Trustee Representation and Audit Engagement Letters where indicated.

Invoice

Please find attached an invoice in respect of the services rendered. Please forward payment from your superannuation fund bank account at your earliest convenience

To Do List

You should return the following items to us as soon as possible (via AdobeSign, or email, and signing pages only is fine):

- Financial statements for the year ended 30th June 2016– trustee declaration – signed
- Member benefit statement – signed
- SMSF tax return for the year ended 30th June 2016 – signed
- Minutes of the meeting of the super fund – signed
- Investment strategy – signed
- Auditor engagement – signed
- Trustee representation letter- signed
- Remittance for the fees due

Should you have any queries in relation to the Matthew Salter Family Super Fund documentation, please do not hesitate to contact us.

Kind regards,



Simone Kosior CA
Accountant
McQueen Group

Matthew Salter Family Superannuation Fund

ABN 12 147 462 690

Trustees: Salter Joss Corp Pty Ltd

Financial Statements

For the year ended 30 June 2016

Compilation Report to the Trustees and Members of Matthew Salter Family Superannuation Fund

ABN 12 147 462 690
For the period 01 July 2015 to 30 June 2016

On the basis of the information provided by the Trustees of Matthew Salter Family Superannuation Fund , we have compiled the accompanying special purpose financial statements of Matthew Salter Family Superannuation Fund for the period ended 30 June 2016, which comprise the Statement of Financial Position, Operating Statement, a summary of significant accounting policies and other explanatory notes.

The specific purpose for which the special purpose financial statements have been prepared is to provide information relating to the performance and financial position of Matthew Salter Family Superannuation Fund that satisfies the information needs of the trustees and the members.

The Responsibility of Trustees

The Trustees of Matthew Salter Family Superannuation Fund are solely responsible for the information contained in the special purpose financial statements and have determined that the basis of accounting adopted and financial reporting framework used are appropriate to meet the needs of the members.

Our Responsibility

On the basis of information provided by the Trustees of Matthew Salter Family Superannuation Fund , we have compiled the accompanying special purpose financial statements in accordance with the same financial reporting framework/basis of accounting used above and **APES 315: *Compilation of Financial Information***.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Trustees provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The special purpose financial statements were compiled exclusively for the benefit of the Trustees and members of the fund and purpose identified above. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

McQueen Advisors

Level 21
357 Collins Street
Melbourne VIC 3000

¹ Refer to AUASB Standards for the issuance of audit opinions and review conclusions

Matthew Salter Family Superannuation Fund
Statement of Financial Position
as at 30 June 2016

	Note	2016	2015
Assets			
Investments			
Shares in Unlisted Companies	6A	\$151,511	\$152,261
Other Assets			
Cash At Bank		\$152,343	\$147,754
Unsettled Trades		-	\$44
Total Assets		<u>\$303,854</u>	<u>\$300,059</u>
Liabilities			
Income Tax Payable		\$3,514	\$3,088
Total Liabilities		<u>\$3,514</u>	<u>\$3,088</u>
Net Assets Available to Pay Benefits		<u>\$300,340</u>	<u>\$296,971</u>
<i>Represented by:</i>			
Liability for Accrued Benefits	2		
Mr Matthew Salter		\$183,533	\$181,822
Mrs Lisa Salter		\$116,807	\$115,150
Total Liability for Accrued Benefits		<u>\$300,340</u>	<u>\$296,971</u>

*The accompanying notes form part of these financial statements.
This report should be read in conjunction with the accompanying compilation report.*

Matthew Salter Family Superannuation Fund
Operating Statement
For the period 1 July 2015 to 30 June 2016

	Note	2016	2015
Income			
Member Receipts			
Rollovers In		-	\$183,147
Contributions			
Employer		\$447	\$19,955
Member		\$1,002	-
Investment Income			
Dividends	7A	\$3,500	-
Interest	7B	\$1,293	\$1,827
		<u>\$6,242</u>	<u>\$204,928</u>
Expenses			
Member Payments			
Insurance Premiums		\$1,521	\$1,284
Other Expenses			
ASIC Review Fee		\$46	-
Bank Fees		\$7	\$20
Fund Administration Fee		-	\$3
Investment Losses			
Decrease in Market Value	8A	\$750	(\$24,588)
		<u>\$2,324</u>	<u>(\$23,282)</u>
Benefits Accrued as a Result of Operations before Income Tax		\$3,918	\$228,210
Income Tax			
Income Tax Expense		\$550	\$3,071
		<u>\$550</u>	<u>\$3,071</u>
Benefits Accrued as a Result of Operations		<u>\$3,369</u>	<u>\$225,139</u>

*The accompanying notes form part of these financial statements.
This report should be read in conjunction with the accompanying compilation report.*

Matthew Salter Family Superannuation Fund
Notes to the Financial Statements
As at 30 June 2016

Note 1 - Statement of Significant Accounting Policies

The following significant accounting policies have been adopted in the preparation and presentation of the financial statements. They have been consistently applied in the current and previous periods unless otherwise stated to ensure the financial information satisfies the concept of relevance and reliability.

(a) Statement of Compliance

The trustees have prepared the financial statements on the basis that the superannuation fund is a non-reporting entity because the members are able to command the preparation of tailored reports so as to satisfy specifically all of their information needs and there are no other users dependent on the financial statements. The financial statements are therefore special purpose financial statements that have been prepared with reference to Australian Accounting Standard AAS 25 *Financial Reporting by Superannuation Plans*, other applicable Australian Accounting Standards and Interpretations to the extent they are not inconsistent with AAS 25, and in accordance with the legislative requirements of the *Superannuation Industry (Supervision) Act 1993* and *Regulations 1994* and the provisions of the Trust Deed.

(b) Basis of Preparation

The financial statements have been prepared on a cash basis using historical costs convention unless stated otherwise. For investments and financial liabilities, they are measured at market values.

The financial statements are presented in Australian dollars, which is the functional currency of the fund.

(c) Use of Accounting Estimates and Judgments

The preparation of financial statements requires the trustees to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstance, the results of which form the basis of making the judgments. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future period affected.

(d) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks or financial institutions and short-term, highly liquid investments that are readily convertible to cash and are subject to an insignificant risk of change in value.

(e) Foreign Currency

Any foreign currency transactions during the financial year are brought to account using the exchange rate in effect at the date of the transaction. Foreign currency monetary items at reporting date are translated at the exchange rate existing at reporting date. Exchange differences are recognised in the operating statement in the period in which they arise.

(f) Valuation of Assets

Investment

An investment is initially recognised when as a result of past transactions or events, the Fund controls the future economic benefits expected to flow from the asset.

The investment assets are firstly recorded at cost, being the fair value of the consideration given. After initial recognition, they are measured at market value. Gains or losses arising from changes in market value are recognised on the Operating Statement in the periods in which they occur.

Market value as defined in s10 of *SISA 1993*, in relation to an asset, means the amount that a willing buyer of the asset could reasonably be expected to pay to acquire the asset from a willing seller if the following assumptions were made:

- i. that the buyer and the seller dealt with each other at arm's length in relation to the sale;
- ii. that the sale occurred after proper marketing of the asset;
- iii. that the buyer and the seller acted knowledgeably and prudentially in relation to the sale.

As disposal costs are generally immaterial unless otherwise stated, market value approximates fair value.

Matthew Salter Family Superannuation Fund

Notes to the Financial Statements

As at 30 June 2016

Market values for various types of investment have been determined as follows:

- i. listed securities, government and other fixed interest securities for which there is a readily available market quotation, the valuation is recorded as the last quoted sale price as at the close of business on reporting date. If the listed securities are foreign, they are also converted to Australian dollars using the exchange rate at the close of business on the reporting date;
- ii. unit trusts and managed funds are stated by reference to the unit redemption price quoted by the fund manager at the end of the reporting period;
- iii. unlisted investments are stated at the Trustees' valuation based on estimated market value at balance date; or where necessary, upon external valuers' expert opinions;
- iv. Investment properties are carried at market value and are held for the purpose of generating long-term rental yields and capital appreciation. The Trustees give consideration to the value of the investment property each financial year and revalue when a significant event occurs or when deemed appropriate. Where an external valuation has been obtained, the valuation is based on objective and supportable data and has been carried out by a property valuation service provider or qualified independent valuer as appropriate.

Financial Liabilities

The Fund initially recognises a financial liability on the date it becomes a party to the contractual provisions of the instrument.

Financial liabilities including credit balances of hedging instruments and derivatives are measured at market values as at the reporting date. Any change in market values of the financial liabilities since the beginning of the reporting period shall be included in the profit or loss for the reporting period. As disposal costs are generally immaterial, unless otherwise stated, market value approximates fair value.

Receivables and Payables

Current assets such as accounts receivable, which are expected to be recovered within twelve months after the reporting period, are carried at nominal amounts which approximate the fair values.

Accounts payable are recognised when the Fund becomes obliged to make future payments resulting from the goods and services received, whether or not billed to the Fund and are carried at nominal amounts which are equivalent to fair values.

(g) Revenue Recognition

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Fund and the revenue can be reliably measured. Revenue is measured at the fair value of consideration received or receivable. The following recognition criteria relate to the specific items of revenue the Fund receives:

Interest

The interest revenue is recognised by the Fund on a cash receipt basis, unless the Fund chooses the accrual method and the amount can be reliably measured by reference to the principal outstanding and using the effective interest rate of the instrument calculated at the acquisition or origination date.

Dividend Revenue

The entitlement to a dividend is based on the date the shares are quoted ex-dividend; the actual dividend revenue is recognised by the Fund when it is received.

Distribution Revenue

Distributions from unit trusts and managed funds are recognised as at the date the unit value is quoted ex-distributions and if not received at the end of the reporting period, are reflected in the statement of financial position as a receivable at market value.

Rental Income

Rent from investment properties is recognised by the Fund on a cash receipt basis.

Movement in market values

Changes in the market value of investments are determined as the difference between the market value at balance date or consideration received (if sold during the year) and the market value as at the prior year end or cost (if the investment was acquired during the period). All movements are recognised in the Operating Statement.

Contributions and Rollovers In

Contributions and rollovers in are recognised when the control and the benefits from the revenue have been attained and are recorded by the Fund, gross of any taxes, in the period to which they relate.

The financial report was authorised for issue on 29 October 2019 by the directors of the trustee company.

Matthew Salter Family Superannuation Fund
Notes to the Financial Statements
As at 30 June 2016

Note 2 – Liability for Accrued Benefits

The liability for accrued benefits represents the fund's present obligation to pay benefits to members and beneficiaries and has been calculated as the difference between the carrying amount of the assets and the carrying amount of the other payables and income tax liabilities as at the end of the reporting period. Changes in the Liability for Accrued Benefits are as follows:

	Current	Previous
Liability for Accrued Benefits at beginning of period	\$296,971	\$71,833
Benefits Accrued during the period	\$3,369	\$225,139
Benefits Paid during the period	\$0	\$0
Liability for Accrued Benefits at end of period	\$300,340	\$296,971

Any amount in the Unallocated Contributions account represent amounts that have been received by the fund from either the members of the fund or a third party but have not been allocated to any specific member as at the reporting date. It is the intention of the trustee to allocate any such amounts recorded as unallocated contributions within 28 days following the end of the month to specific fund member, which will increase the liability for members accrued benefits.

Note 3 – Vested Benefits

Vested benefits are benefits which are not conditional upon continued membership of the fund (or any factor other than resignation from the plan) and include benefits which members were entitled to receive had they terminated their fund membership as at the reporting period.

	Current	Previous
Vested Benefits at beginning of period	\$296,971	\$71,833
Benefits Accrued during the period	\$3,369	\$225,139
Benefits Paid during the period	\$0	\$0
Vested Benefits at end of period	\$300,340	\$296,971

Note 4 – Guaranteed Benefits

No guarantees have been made in respect of any part of the liability for accrued benefits.

Note 5 – Funding Arrangements

No fixed funding arrangements were in place for the Fund as at year end.

Note 6A – Shares in Unlisted Companies

	Current	Previous
At market value:		
Anderson Property	\$35,000	\$35,000
Capital Agricultural Management (CAM)	\$11	\$11
Olives Naturally	\$24,000	\$24,000
Pyrenees Liquid Gold	\$80,000	\$80,000
Turpins Lane	\$12,500	\$13,250
	\$151,511	\$152,261

Note 7A – Dividends

	Current	Previous
Olives Naturally	\$3,500	\$0
	\$3,500	\$0

Note 7B – Interest

	Current	Previous
Westpac Bank	\$1,293	\$1,827
	\$1,293	\$1,827

Matthew Salter Family Superannuation Fund
Notes to the Financial Statements
As at 30 June 2016

Note 8A – Decrease in Market Value

	Current	Previous
Shares in Unlisted Companies		
Capital Agricultural Management (CAM)	\$0	\$15,992
Olives Naturally	\$0	(\$21,080)
Pyrenees Liquid Gold	\$0	(\$6,250)
Turpins Lane	\$750	(\$13,250)
	<u>\$750</u>	<u>(\$24,588)</u>

Matthew Salter Family Superannuation Fund

Trustee Declaration

In the opinion of the Trustees of the Matthew Salter Family Superannuation Fund:

The Fund is not a reporting entity and this special purpose financial report should be prepared in accordance with the accounting policies described in Note 1 to these financial statements.

- (i) the financial statements and notes to the financial statements for the year ended 30 June 2016 present fairly the financial position of the Fund at 30 June 2016 and the results of its operations for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements; and
- (ii) the financial statements and notes to the financial statements have been prepared in accordance with the requirements of the Trust Deed; and
- (iii) the operation of the Fund has been carried out in accordance with its Trust Deed and in compliance with the requirements of the Superannuation Industry (Supervision) Act 1993 during the year ended 30 June 2016.

Signed in accordance with a resolution of the directors of Salter Joss Corp Pty Ltd by:



Dated: 31 / 10 / 2019

John Salter
Director: Salter Joss Corp Pty Ltd

Matthew Salter Family Superannuation Fund
(ABN: 12 147 462 690)

Member Benefit Statement

Period	Member Account Details
1 July 2015 - 30 June 2016	Residential Address: 92 Asling Street Brighton, VIC 3186
Member	Date of Birth: 18 March 1977
Number: 1	Date Joined Fund: 5 March 2012
Mr Matthew Salter	Eligible Service Date: 15 August 2005
Accumulation Account	Tax File Number Held: Yes
Accumulation	Account Start Date: 5 March 2012

Your Account Summary		Your Tax Components	
Withdrawal Benefit as at 1 Jul 2015	\$181,822	Tax Free	0.5568 % \$1,022
<u>Increases to your account:</u>		Taxable - Taxed	\$182,511
Member Contributions	\$1,002	Taxable - Untaxed	\$-
Share Of Net Fund Income	\$2,436	Your Preservation Components	
Tax Effect Of Direct Member Expenses	\$228	Preserved	\$183,533
<u>Total Increases</u>	<u>\$3,666</u>	Restricted Non Preserved	\$-
<u>Decreases to your account:</u>		Unrestricted Non Preserved	\$-
Member Insurance Premiums	\$1,521	Your Insurance Benefits	
Tax on Net Fund Income	\$434	No insurance details have been recorded	
<u>Total Decreases</u>	<u>\$1,955</u>	Your Beneficiaries	
Withdrawal Benefit as at 30 Jun 2016	\$183,533	No beneficiary details have been recorded	

Trustee

The Trustee of the Fund is as follows:

Salter Joss Corp Pty Ltd

The directors of the Trustee company are:

John Salter

Availability of Other Fund Information

Additional information regarding your membership is available on request. What your Fund can do is governed by the provisions of its Trust Deed, which is available for inspection. If you require further information or clarification of any aspect of your membership of the Fund, please contact your Fund's Administrator or Trustee.

Trustee Disclaimer

This statement has been prepared by the Trustee for the member whose name appears at the top of this statement. While every effort has been made by the Trustee to ensure the accuracy and completeness of this statement, the Trustee does not accept any liability for any errors, omissions or misprints.

Signed on behalf of the Trustee of the Fund



John Salter

Director - Salter Joss Corp Pty Ltd

Statement Date: 30 June 2016

Matthew Salter Family Superannuation Fund
(ABN: 12 147 462 690)

Member Benefit Statement

Period	Member Account Details
1 July 2015 - 30 June 2016	Residential Address: 92 Asling Street Brighton, Vic 3186
Member Number: 2	Date of Birth: 11 May 1975
Mrs Lisa Salter	Date Joined Fund: 5 March 2012
Accumulation Account	Eligible Service Date: 25 June 1991
Accumulation	Tax File Number Held: Yes
	Account Start Date: 5 March 2012

Your Account Summary	
Withdrawal Benefit as at 1 Jul 2015	\$115,150
<i>Increases to your account:</i>	
Employer Contributions	\$447
Share Of Net Fund Income	\$1,554
<u>Total Increases</u>	<u>\$2,002</u>
<i>Decreases to your account:</i>	
Contributions Tax	\$67
Tax on Net Fund Income	\$277
<u>Total Decreases</u>	<u>\$344</u>
Withdrawal Benefit as at 30 Jun 2016	<u><u>\$116,807</u></u>

Your Tax Components		
Tax Free	0.0000 %	\$-
Taxable - Taxed		\$116,807
Taxable - Untaxed		\$-
Your Preservation Components		
Preserved		\$116,807
Restricted Non Preserved		\$-
Unrestricted Non Preserved		\$-
Your Insurance Benefits		
No insurance details have been recorded		
Your Beneficiaries		
No beneficiary details have been recorded		

Trustee

The Trustee of the Fund is as follows:

Salter Joss Corp Pty Ltd

The directors of the Trustee company are:

John Salter

Availability of Other Fund Information

Additional information regarding your membership is available on request. What your Fund can do is governed by the provisions of its Trust Deed, which is available for inspection. If you require further information or clarification of any aspect of your membership of the Fund, please contact your Fund's Administrator or Trustee.

Trustee Disclaimer

This statement has been prepared by the Trustee for the member whose name appears at the top of this statement. While every effort has been made by the Trustee to ensure the accuracy and completeness of this statement, the Trustee does not accept any liability for any errors, omissions or misprints.

Signed on behalf of the Trustee of the Fund



John Salter

Director - Salter Joss Corp Pty Ltd

Statement Date: 30 June 2016

Electronic lodgment declaration (Form MS)

(for self-managed superannuation funds)

Part A: Taxpayer's declaration

This declaration is to be completed where the tax return is to be lodged via an approved ATO electronic channel. It is the responsibility of the taxpayer to retain this declaration for a period of five years after the declaration is made, penalties may apply for failure to do so.

Privacy

The ATO is authorised by the *Taxation Administration Act 1953* to request the provision of tax file numbers (TFNs). The ATO will use the TFNs to identify each partner or beneficiary or entity in our records. It is not an offence not to provide the TFNs. However, you cannot lodge your tax return electronically if you do not quote your TFN.

Taxation law authorises the ATO to collect information and disclose it to other government agencies, including personal information about the person authorised to sign the declaration. For information about privacy go to ato.gov.au/privacy

The Australian Business Register

The Commissioner of Taxation, as Registrar of the Australian Business Register, may use the ABN and business details which you provide on this tax return to maintain the integrity of the register.

Please refer to the privacy statement on the Australian Business Register (ABR) website (www.abr.gov.au) for further information – it outlines our commitment to safeguarding your details.

Electronic funds transfer – direct debit

Where you have requested an EFT direct debit some of your details will be provided to your financial institution and the Tax Office's sponsor bank to facilitate the payment of your taxation liability from your nominated account.

Tax file number	Fund name	Year of return
934189313	Matthew Salter Family Superannuation Fund	2016

I authorise my tax agent to electronically transmit this tax return via an approved ATO electronic channel.

Important: Before making this declaration please check to ensure that all income has been disclosed and the tax return is true and correct in every detail. If you are in doubt about any aspect of the tax return, place all the facts before the Tax Office. The tax law provides heavy penalties for false or misleading statements on tax returns.

Declaration: I declare that:

- the information provided to the agent for the preparation of this tax return, including any applicable schedules is true and correct, and
- the agent is authorised to lodge this annual return.

Signature of trustee or director



Date

31/10/2019

Part B: Electronic funds transfer consent

This declaration is to be completed when an electronic funds transfer (EFT) of a refund is requested and the tax return is being lodged through an approved ATO electronic channel.

This declaration must be signed by the partner, trustee, director or public officer prior to the EFT details being transmitted to the Tax Office. If you elect for an EFT, all details below must be completed.

Important:

Care should be taken when completing EFT details as the payment of any refund will be made to the account specified.

Agent's reference number	Account name
25560497	Lisa Salter & Matthew Salter ATF

I authorise the refund to be deposited directly to the specified account.

Signature of trustee or director



Date


31/10/2019

Part D: Tax agent's certificate (shared facility users only)

Declaration: I declare that:

- I have prepared this tax return in accordance with the information supplied by the trustees;
- I have received a declaration by the trustees that the information provided to me for the preparation of this tax return is true and correct, and;
- I am authorised by the trustees to lodge this tax return, including any applicable schedules.

Signature of tax agent



Self-managed superannuation fund annual return

2016

WHO SHOULD COMPLETE THIS ANNUAL RETURN?

Only self-managed superannuation funds (SMSFs) can complete this annual return. All other funds must complete the *Fund income tax return 2016* (NAT 71287).

! The *Self-managed superannuation fund annual return instructions 2016* (NAT 71606) (the instructions) can assist you to complete this annual return.

TO COMPLETE THIS ANNUAL RETURN

■ Print clearly, using a BLACK pen only.

■ Use BLOCK LETTERS and print one character per box.

S M I T H S T

■ Place **X** in ALL applicable boxes.

Section A: Fund information

> To assist processing, **write the fund's TFN at the top of pages 3, 5 and 7.**

1 Tax file number (TFN)

! The ATO is authorised by law to request your TFN. You are not obliged to quote your TFN but not quoting it could increase the chance of delay or error in processing your annual return. See the Privacy note in the Declaration.

2 Name of self-managed superannuation fund (SMSF)

3 Australian business number (ABN) (if applicable)

4 Current postal address

Suburb/town

State/territory

Postcode

5 Annual return status

Is this an amendment to the SMSF's 2016 return? **A** No Yes

Is this the first required return for a newly registered SMSF? **B** No Yes

6 SMSF auditor

Auditor's name

Title: Mr Mrs Miss

Family name

First given name

Other given names

SMSF Auditor Number

Auditor's phone number

Postal address

Suburb/town

State/territory

Postcode

Day

Month

Year

Date audit was completed **A**

Was Part B of the audit report qualified? **B** No Yes

If the audit report was qualified, have the reported compliance issues been rectified? **C** No Yes

Sensitive (when completed)

Fund's tax file number (TFN)

7 Electronic funds transfer (EFT)

We need your self-managed super fund's financial institution details to pay any super payments and tax refunds owing to you.

A Financial institution details for super payments and tax refunds

You must provide the financial institution details of your fund's nominated super account. If you would like your fund's tax refunds paid to a different account, you can provide additional financial institution details at **B**.

Fund BSB number (must be six digits)

Fund account number

Fund account name (for example, J&Q Citizen ATF J&Q Family SF)

B Financial institution details for tax refunds only

If you would like your fund's tax refunds paid to a different account, provide additional financial institution details. Tax refunds cannot be paid to a trustee's personal account. (See relevant instructions.)

BSB number (must be six digits)

Account number

Account name (for example, J&Q Citizen ATF J&Q Family SF)

C Electronic service address alias

We will use your electronic service address alias to communicate with your fund about ATO super payments.

8 Status of SMSF	Australian superannuation fund	A No	Yes	Fund benefit structure	B Code
	Does the fund trust deed allow acceptance of the Government's Super Co-contribution and Low Income Super Contribution?	C No	Yes		

9 Was the fund wound up during the income year?

No	Yes	If yes, provide the date on which the fund was wound up	Day	Month	Year	Have all tax lodgment and payment obligations been met?	No	Yes
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10 Exempt current pension income

Did the fund pay an income stream to one or more members in the income year?

To claim a tax exemption for current pension income, you must pay at least the minimum benefit payment under the law. Record exempt current pension income at Label **A**.

No Go to Section B: Income.

Yes Exempt current pension income amount **A** \$ **-00**

Which method did you use to calculate your exempt current pension income?

Segregated assets method **B**

Unsegregated assets method **C** Was an actuarial certificate obtained? **D** Yes

Did the fund have any other income that was assessable?

E **Yes** Go to Section B: Income.

No Choosing 'No' means that you do not have any assessable income, including no-TFN quoted contributions. Go to Section C: Deductions and non-deductible expenses. (Do **not** complete Section B: Income.)

If you are entitled to claim any tax offsets, you can list these at Section D: Income tax calculation statement.

Fund's tax file number (TFN)

Section B: **Income**

Do not complete this section if your fund was in **full** pension phase for the **entire year** and there was **no** other income that was assessable. If you are entitled to claim any tax offsets, you can record these at Section D: Income tax calculation statement.

11 Income

Did you have a capital gains tax (CGT) event during the year?

G No Yes

If the total capital loss or total capital gain is greater than \$10,000 complete and attach a *Capital gains tax (CGT) schedule 2016*.

Have you applied an exemption or rollover?

M No Yes

Code

Net capital gain **A** \$ -00

Gross rent and other leasing and hiring income **B** \$ -00

Gross interest **C** \$ -00

Forestry managed investment scheme income **X** \$ -00

Gross foreign income				Loss
D1 \$	00	Net foreign income	D \$	-00

Australian franking credits from a New Zealand company **E** \$ -00

Transfers from foreign funds **F** \$ -00

Gross payments where ABN not quoted **H** \$ -00

Calculation of assessable contributions	
Assessable employer contributions	
R1 \$	-00
plus Assessable personal contributions	
R2 \$	-00
plus **No-TFN-quoted contributions	
R3 \$	-00
<i>(an amount must be included even if it is zero)</i>	
less Transfer of liability to life insurance company or PST	
R6 \$	-00

Gross distribution from partnerships **I** \$ -00

*Unfranked dividend amount **J** \$ -00

*Franked dividend amount **K** \$ -00

*Dividend franking credit **L** \$ -00

*Gross trust distributions **M** \$ -00

Assessable contributions
(**R1** plus **R2** plus **R3** less **R6**) **R** \$ -00

Calculation of non-arm's length income	
*Net non-arm's length private company dividends	
U1 \$	-00
plus *Net non-arm's length trust distributions	
U2 \$	-00
plus *Net other non-arm's length income	
U3 \$	-00

*Other income **S** \$ -00

*Assessable income due to changed tax status of fund **T** \$ -00

Net non-arm's length income
(subject to 47% tax rate)
(**U1** plus **U2** plus **U3**) **U** \$ -00

#This is a mandatory label.
*If an amount is entered at this label, check the instructions to ensure the correct tax treatment has been applied.

GROSS INCOME
(Sum of labels **A** to **U**) **W** \$ -00

Exempt current pension income **Y** \$ -00

TOTAL ASSESSABLE INCOME
(**W** less **Y**) **V** \$ -00

Section C: Deductions and non-deductible expenses

12 Deductions and non-deductible expenses

Under 'Deductions' list all expenses and allowances you are entitled to claim a deduction for. Under 'Non-deductible expenses', list all other expenses or normally allowable deductions that you cannot claim as a deduction (for example, all expenses related to exempt current pension income should be recorded in the 'Non-deductible expenses' column).

DEDUCTIONS		NON-DEDUCTIBLE EXPENSES	
Interest expenses within Australia	A1 \$	-00	A2 \$ -00
Interest expenses overseas	B1 \$	-00	B2 \$ -00
Capital works expenditure	D1 \$	-00	D2 \$ -00
Decline in value of depreciating assets	E1 \$	-00	E2 \$ -00
Insurance premiums – members	F1 \$	-00	F2 \$ -00
Death benefit increase	G1 \$	-00	
SMSF auditor fee	H1 \$	-00	H2 \$ -00
Investment expenses	I1 \$	-00	I2 \$ -00
Management and administration expenses	J1 \$	-00	J2 \$ -00
Forestry managed investment scheme expense	U1 \$	-00	U2 \$ -00
Other amounts	L1 \$	-00	L2 \$ -00
Tax losses deducted	M1 \$	-00	
TOTAL DEDUCTIONS		TOTAL NON-DEDUCTIBLE EXPENSES	
N \$	-00	Y \$	-00
(Total A1 to M1)		(Total A2 to L2)	
#TAXABLE INCOME OR LOSS		TOTAL SMSF EXPENSES	
O \$	-00	Z \$	-00
(TOTAL ASSESSABLE INCOME less TOTAL DEDUCTIONS)		(N plus Y)	

#This is a mandatory label.

Section D: Income tax calculation statement

#Important:

Section B label **R3**, Section C label **O** and Section D labels **A, T1, J, T5** and **I** are mandatory. If you leave these labels blank, you will have specified a zero amount.

13 Calculation statement

Please refer to the *Self-managed superannuation fund annual return instructions 2016* on how to complete the calculation statement.

#Taxable income	A \$	-00
		<i>(an amount must be included even if it is zero)</i>
#Tax on taxable income	T1 \$	
		<i>(an amount must be included even if it is zero)</i>
#Tax on no-TFN-quoted contributions	J \$	
		<i>(an amount must be included even if it is zero)</i>

Gross tax **B** \$

(T1 plus J)

Fund's tax file number (TFN)

Foreign income tax offset C1 \$	
Rebates and tax offsets C2 \$	Non-refundable non-carry forward tax offsets C \$ <i>(C1 plus C2)</i>
Complying fund's franking credits tax offset E1 \$	SUBTOTAL T2 \$ <i>(B less C – cannot be less than zero)</i>
No-TFN tax offset E2 \$	
National rental affordability scheme tax offset E3 \$	Refundable tax offsets E \$ <i>(E1 plus E2 plus E3 plus E4)</i>
Exploration credit tax offset E4 \$	
#TAX PAYABLE T5 \$ <i>(T2 less E – cannot be less than zero)</i>	

Credit for interest on early payments – amount of interest H1 \$	Section 102AAM interest charge G \$
Credit for tax withheld – foreign resident withholding H2 \$	Eligible credits H \$ <i>(H1 plus H2 plus H3 plus H5 plus H6)</i>
Credit for tax withheld – where ABN or TFN not quoted (non-individual) H3 \$	#Tax offset refunds <i>(Remainder of refundable tax offsets)</i> I \$ <i>(unused amount from label E – an amount must be included even if it is zero)</i>
Credit for TFN amounts withheld from payments from closely held trusts H5 \$	
Credit for interest on no-TFN tax offset H6 \$	PAYG instalments raised K \$
	Supervisory levy L \$
	Supervisory levy adjustment for wound up funds M \$
	Supervisory levy adjustment for new funds N \$
AMOUNT DUE OR REFUNDABLE S \$ <i>A positive amount at S is what you owe, while a negative amount is refundable to you.</i> <i>(T5 plus G less H less I less K plus L less M plus N)</i>	

#This is a mandatory label.

Section E: **Losses****14 Losses**

! If total loss is greater than \$100,000, complete and attach a *Losses schedule 2016*.

Tax losses carried forward to later income years	U \$	-00
Net capital losses carried forward to later income years	V \$	-00

Fund's tax file number (TFN)

Section F: **Member information**

! In Section F report all current members in the fund at 30 June.
Use Section G to report any former members or deceased members who held an interest in the fund at any time during the income year.

MEMBER 1

Title:

Family name

First given name

Other given names

Day

Month

Year

Member's TFN

See the Privacy note in the Declaration.

Date of birth**Contributions**

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE	\$
-------------------------	----

Employer contributions **A** \$ABN of principal employer **A1**Personal contributions **B** \$CGT small business retirement exemption **C** \$CGT small business 15-year exemption amount **D** \$Personal injury election **E** \$Spouse and child contributions **F** \$Other third party contributions **G** \$Assessable foreign superannuation fund amount **I** \$Non-assessable foreign superannuation fund amount **J** \$Transfer from reserve: assessable amount **K** \$Transfer from reserve: non-assessable amount **L** \$Contributions from non-complying funds and previously non-complying funds **T** \$Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS	N \$
----------------------------	-------------

Other transactionsAllocated earnings or losses **O** \$Inward rollovers and transfers **P** \$Outward rollovers and transfers **Q** \$Lump Sum payment **R1** \$Income stream payment **R2** \$

CLOSING ACCOUNT BALANCE	S \$
--------------------------------	-------------

Loss

Code

Code

Fund's tax file number (TFN)

! In Section F report all current members in the fund at 30 June.
Use Section G to report any former members or deceased members who held an interest in the fund at any time during the income year.

MEMBER 2

Title:
Family name

First given name Other given names

Member's TFN

See the Privacy note in the Declaration.

Date of birth
Day Month Year

Contributions

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE \$

Employer contributions **A** \$

ABN of principal employer **A1**

Personal contributions **B** \$

CGT small business retirement exemption **C** \$

CGT small business 15-year exemption amount **D** \$

Personal injury election **E** \$

Spouse and child contributions **F** \$

Other third party contributions **G** \$

Assessable foreign superannuation fund amount **I** \$

Non-assessable foreign superannuation fund amount **J** \$

Transfer from reserve: assessable amount **K** \$

Transfer from reserve: non-assessable amount **L** \$

Contributions from non-complying funds and previously non-complying funds **T** \$

Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS N \$

Other transactions

Allocated earnings or losses **O** \$

Loss

Inward rollovers and transfers **P** \$

Outward rollovers and transfers **Q** \$

Code

Lump Sum payment **R1** \$

Code

Income stream payment **R2** \$

CLOSING ACCOUNT BALANCE **S** \$

Fund's tax file number (TFN)

! In Section F report all current members in the fund at 30 June.
Use Section G to report any former members or deceased members who held an interest in the fund at any time during the income year.

MEMBER 3

Title:

Family name

First given name

Other given names

Day

Month

Year

Member's TFN

See the Privacy note in the Declaration.

Date of birth**Contributions**

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE	\$
-------------------------	----

Employer contributions **A** \$ABN of principal employer **A1**Personal contributions **B** \$CGT small business retirement exemption **C** \$CGT small business 15-year exemption amount **D** \$Personal injury election **E** \$Spouse and child contributions **F** \$Other third party contributions **G** \$Assessable foreign superannuation fund amount **I** \$Non-assessable foreign superannuation fund amount **J** \$Transfer from reserve: assessable amount **K** \$Transfer from reserve: non-assessable amount **L** \$Contributions from non-complying funds and previously non-complying funds **T** \$Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS	N \$
----------------------------	-------------

Other transactionsAllocated earnings or losses **O** \$Inward rollovers and transfers **P** \$Outward rollovers and transfers **Q** \$Lump Sum payment **R1** \$Income stream payment **R2** \$

CLOSING ACCOUNT BALANCE	S \$
--------------------------------	-------------

Loss

Code

Code

Fund's tax file number (TFN)

! In Section F report all current members in the fund at 30 June.
 Use Section G to report any former members or deceased members who held an interest in the fund at any time during the income year.

MEMBER 4

Title:
 Family name

First given name Other given names

Member's TFN

See the Privacy note in the Declaration.

Date of birth
Day Month Year

Contributions

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE \$

Employer contributions **A** \$

ABN of principal employer **A1**

Personal contributions **B** \$

CGT small business retirement exemption **C** \$

CGT small business 15-year exemption amount **D** \$

Personal injury election **E** \$

Spouse and child contributions **F** \$

Other third party contributions **G** \$

Assessable foreign superannuation fund amount **I** \$

Non-assessable foreign superannuation fund amount **J** \$

Transfer from reserve: assessable amount **K** \$

Transfer from reserve: non-assessable amount **L** \$

Contributions from non-complying funds and previously non-complying funds **T** \$

Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS N \$

Other transactions

Allocated earnings or losses **O** \$

Loss

Inward rollovers and transfers **P** \$

Outward rollovers and transfers **Q** \$

Lump Sum payment **R1** \$

Code

Income stream payment **R2** \$

Code

CLOSING ACCOUNT BALANCE **S** \$

Section G: Supplementary member information

! In Section G report any former members or deceased members who held an interest in the fund at any time during the income year. Also in Section G report any other members who cannot be included at pages 6 to 9.

MEMBER 5

Title:

Account status

Code

Family name

First given name

Other given names

Member's TFN

See the Privacy note in the Declaration.

Date of birth

Day Month

Year

If deceased, date of death

Day Month

Year

Contributions

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE \$

Employer contributions **A** \$

ABN of principal employer **A1**

Personal contributions **B** \$

CGT small business retirement exemption **C** \$

CGT small business 15-year exemption amount **D** \$

Personal injury election **E** \$

Spouse and child contributions **F** \$

Other third party contributions **G** \$

Assessable foreign superannuation fund amount **I** \$

Non-assessable foreign superannuation fund amount **J** \$

Transfer from reserve: assessable amount **K** \$

Transfer from reserve: non-assessable amount **L** \$

Contributions from non-complying funds and previously non-complying funds **T** \$

Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS N \$

Other transactions

Allocated earnings or losses **O** \$

Loss

Inward rollovers and transfers **P** \$

Outward rollovers and transfers **Q** \$

Lump Sum payment **R1** \$

Code

Income stream payment **R2** \$

Code

CLOSING ACCOUNT BALANCE **S** \$

Fund's tax file number (TFN)

! In Section G report any former members or deceased members who held an interest in the fund at any time during the income year. Also in Section G report any other members who cannot be included at pages 6 to 9.

MEMBER 6

Title:
Family name

Account status

Code

First given name Other given names

Member's TFN
See the Privacy note in the Declaration.

Date of birth
Day Month Year

If deceased, date of death
Day Month Year

Contributions

! Refer to instructions for completing these labels.

OPENING ACCOUNT BALANCE \$

Employer contributions **A** \$

ABN of principal employer **A1**

Personal contributions **B** \$

CGT small business retirement exemption **C** \$

CGT small business 15-year exemption amount **D** \$

Personal injury election **E** \$

Spouse and child contributions **F** \$

Other third party contributions **G** \$

Assessable foreign superannuation fund amount **I** \$

Non-assessable foreign superannuation fund amount **J** \$

Transfer from reserve: assessable amount **K** \$

Transfer from reserve: non-assessable amount **L** \$

Contributions from non-complying funds and previously non-complying funds **T** \$

Any other contributions (including Super Co-contributions and Low Income Super Contributions) **M** \$

TOTAL CONTRIBUTIONS N \$

Other transactions

Allocated earnings or losses **O** \$

Loss

Inward rollovers and transfers **P** \$

Outward rollovers and transfers **Q** \$

Lump Sum payment **R1** \$

Code

Income stream payment **R2** \$

Code

CLOSING ACCOUNT BALANCE **S** \$

Fund's tax file number (TFN)

Section H: **Assets and liabilities****15 ASSETS**

15a Australian managed investments	Listed trusts	A \$	-00
	Unlisted trusts	B \$	-00
	Insurance policy	C \$	-00
	Other managed investments	D \$	-00

15b Australian direct investments	Cash and term deposits	E \$	-00
	Debt securities	F \$	-00
	Loans	G \$	-00
	Listed shares	H \$	-00
	Unlisted shares	I \$	-00
	Limited recourse borrowing arrangements	J \$	-00
	Non-residential real property	K \$	-00
	Residential real property	L \$	-00
	Collectables and personal use assets	M \$	-00
	Other assets	O \$	-00

Limited recourse borrowing arrangements	
Australian residential real property	J1 \$ -00
Australian non-residential real property	J2 \$ -00
Overseas real property	J3 \$ -00
Australian shares	J4 \$ -00
Overseas shares	J5 \$ -00
Other	J6 \$ -00

15c Overseas direct investments	Overseas shares	P \$	-00
	Overseas non-residential real property	Q \$	-00
	Overseas residential real property	R \$	-00
	Overseas managed investments	S \$	-00
	Other overseas assets	T \$	-00

TOTAL AUSTRALIAN AND OVERSEAS ASSETS	U \$	-00
<small>(Sum of labels A to T)</small>		

15d In-house assets

Did the fund have a loan to, lease to or investment in, related parties (known as in-house assets) at the end of the income year?	A	No	Yes	\$	-00
---	----------	----	-----	----	-----

Fund's tax file number (TFN)

16 LIABILITIES

Borrowings	V \$	-00
Total member closing account balances (total of all CLOSING ACCOUNT BALANCES from Sections F and G)	W \$	-00
Reserve accounts	X \$	-00
Other liabilities	Y \$	-00
TOTAL LIABILITIES	Z \$	-00

Section I: Taxation of financial arrangements**17 Taxation of financial arrangements (TOFA)**

Total TOFA gains	H \$	-00
Total TOFA losses	I \$	-00

Section J: Other information**Family trust election status**

If the trust or fund has made, or is making, a family trust election, write the four-digit **income year specified** of the election (for example, for the 2015–16 income year, write **2016**). **A**


If revoking or varying a family trust election, print **R** for revoke or print **V** for variation, and complete and attach the *Family trust election, revocation or variation 2016*. **B**

Interposed entity election status

If the trust or fund has an existing election, write the earliest income year specified. If the trust or fund is making one or more elections this year, write the earliest income year being specified and complete an *Interposed entity election or revocation 2016* for each election. **C**

If revoking an interposed entity election, print **R**, and complete and attach the *Interposed entity election or revocation 2016*. **D**

Section K: **Declarations**

 Penalties may be imposed for false or misleading information in addition to penalties relating to any tax shortfalls.

Important

Before making this declaration check to ensure that all income has been disclosed and the annual return, all attached schedules and any additional documents are true and correct in every detail. If you leave labels blank, you will have specified a zero amount or the label was not applicable to you. If you are in doubt about any aspect of the annual return, place all the facts before the ATO.

Privacy

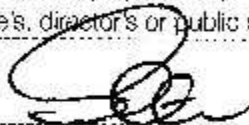
The ATO is authorised by the *Taxation Administration Act 1953* to request the provision of tax file numbers (TFNs). We will use the TFN to identify the entity in our records. It is not an offence not to provide the TFN. However if you do not provide the TFN, the processing of this form may be delayed.

Taxation law authorises the ATO to collect information and disclose it to other government agencies. For information about your privacy go to ato.gov.au/privacy

TRUSTEE'S OR DIRECTOR'S DECLARATION:

I declare that current trustees and directors have authorised this annual return and it is documented as such in the SMSF's records. I have received the audit report and I am aware of any matters raised. I declare that the information on this annual return, including any attached schedules and additional documentation is true and correct. I also authorise the ATO to make any tax refunds to the nominated bank account (if applicable).

Authorised trustee's, director's or public officer's signature



Date Day / Month / Year
31 / 10 / 2019

Preferred trustee or director contact details:

Title: MR

Family name

Salter

First given name

John

Other given names

Ernest

Phone number

Email address

accounting@mcqueengroup.com.au


Non-individual trustee name (if applicable)

Salter Joss Corp Pty Ltd

ABN of non-individual trustee

Time taken to prepare and complete this annual return Hrs

Hrs

 The Commissioner of Taxation, as Registrar of the Australian Business Register, may use the ABN and business details which you provide on this annual return to maintain the integrity of the register. For further information, refer to the instructions.

TAX AGENT'S DECLARATION:

I declare that the *Self-managed superannuation fund annual return 2018* has been prepared in accordance with information provided by the trustees, that the trustees have given me a declaration stating that the information provided to me is true and correct, and that the trustees have authorised me to lodge this annual return.

Tax agent's signature



Date Day / Month / Year

Tax agent's contact details

Title:

Family name

Smith

First given name

Prudence

Other given names

Tax agent's practice

McQueen Advisors

Tax agent's phone number

02 9555 1234

Reference number

123456789

Tax agent number

0255555555

Capital gains tax (CGT) schedule **2016**

WHEN COMPLETING THIS FORM

- Print clearly, using a black or dark blue pen only.
 - Use BLOCK LETTERS and print one character in each box.
- | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|--|---|---|--|--|--|--|--|--|--|--|--|--|
| S | M | I | T | H | | S | T | | | | | | | | | | |
|---|---|---|---|---|--|---|---|--|--|--|--|--|--|--|--|--|--|
- Do not use correction fluid or covering stickers.
 - Sign next to any corrections with your **full signature** (not initials).

- Use in conjunction with company, trust, fund income tax return or the self-managed superannuation fund annual return.
- Refer to the *Guide to capital gains tax 2016* available on our website at ato.gov.au for instructions on how to complete this schedule.

Tax file number (TFN)

! We are authorised by law to request your TFN. You do not have to quote your TFN. However, if you don't it could increase the chance of delay or error in processing your form.

Australian business number (ABN)

Taxpayer's name

1 Current year capital gains and capital losses

	Capital gain		Capital loss	
Shares in companies listed on an Australian securities exchange A \$	-00	K \$	-00	-00
Other shares B \$	-00	L \$	-00	-00
Units in unit trusts listed on an Australian securities exchange C \$	-00	M \$	-00	-00
Other units D \$	-00	N \$	-00	-00
Real estate situated in Australia E \$	-00	O \$	-00	-00
Other real estate F \$	-00	P \$	-00	-00
Amount of capital gains from a trust (including a managed fund) G \$	-00			
Collectables H \$	-00	Q \$	-00	-00
Other CGT assets and any other CGT events I \$	-00	R \$	-00	-00
Total current year capital gains J \$	-00			

Add the amounts at labels **K** to **R** and write the total in item 2 label **A – Total current year capital losses**.

Tax file number (TFN)

2 Capital losses

Total current year capital losses	A \$	-00
Total current year capital losses applied	B \$	-00
Total prior year net capital losses applied	C \$	-00
Total capital losses transferred in applied (only for transfers involving a foreign bank branch or permanent establishment of a foreign financial entity)	D \$	-00
Total capital losses applied	E \$	-00

Add amounts at **B**, **C** and **D**.**3 Unapplied net capital losses carried forward**

Net capital losses from collectables carried forward to later income years	A \$	-00
Other net capital losses carried forward to later income years	B \$	-00

Add amounts at **A** and **B** and transfer the total to label **V – Net capital losses carried forward to later income years** on your tax return.**4 CGT discount**

Total CGT discount applied	A \$	-00
----------------------------	-------------	------------

5 CGT concessions for small business

Small business active asset reduction	A \$	-00
Small business retirement exemption	B \$	-00
Small business rollover	C \$	-00
Total small business concessions applied	D \$	-00

6 Net capital gain

Net capital gain	A \$	-00
------------------	-------------	------------

1J less 2E less 4A less 5D (cannot be less than zero). Transfer the amount at **A** to label **A – Net capital gain** on your tax return.

Tax file number (TFN)

7 Earnout arrangements

Are you a party to an earnout arrangement? **A** Yes, as a buyer **Yes, as a seller** **No**
 (Print in the appropriate box.)

! If you are a party to more than one earnout arrangement, copy and attach a separate sheet to this schedule providing the details requested here for each additional earnout arrangement.

How many years does the earnout arrangement run for? **B**

What year of that arrangement are you in? **C**

If you are the seller, what is the total estimated capital proceeds from the earnout arrangement? **D \$** **-00**

Amount of any capital gain or loss you made under your non-qualifying arrangement in the income year. **E \$** **-00 /** ^{LOSS}

! Request for amendment

If you received or provided a financial benefit under a look-through earnout right created in an earlier income year and you wish to seek an amendment to that earlier income year, complete the following:

Income year earnout right created **F**

Amended net capital gain or capital losses carried forward **G** **-00 /** ^{LOSS}

8 Other CGT information required (if applicable)

Small business 15 year exemption – exempt capital gains **A \$** **-00 /** ^{CODE}

Capital gains disregarded by a foreign resident **B \$** **-00**

Capital gains disregarded as a result of a scrip for scrip rollover **C \$** **-00**

Capital gains disregarded as a result of an inter-company asset rollover **D \$** **-00**

Capital gains disregarded by a demerging entity **E \$** **-00**

2016**Losses schedule**

Companies and trusts that do not join consolidated groups should complete and attach this schedule to their 2016 tax return.

Superannuation funds should complete and attach this schedule to their 2016 tax return.

Print neatly in BLOCK LETTERS with a black or blue ballpoint pen only.
Print one letter or number in each box. Do not use correction fluid or tape.

Refer to *Losses schedule instructions 2016*, available on our website ato.gov.au for instructions on how to complete this schedule.

Tax file number (TFN)

Name of entity

Australian business number (ABN)

Part A Losses carried forward to the 2016–17 income year – excludes film losses**1 Tax losses carried forward to later income years**

Year of loss		
2015–16	B	-00
2014–15	C	-00
2013–14	D	-00
2012–13	E	-00
2011–12	F	-00
2010–11 and earlier income years	G	-00
Total	U	-00

Transfer the amount at **U** to the **Tax losses carried forward to later income years** label on your tax return.

2 Net capital losses carried forward to later income years

Year of loss		
2015–16	H	-00
2014–15	I	-00
2013–14	J	-00
2012–13	K	-00
2011–12	L	-00
2010–11 and earlier income years	M	-00
Total	V	-00

Transfer the amount at **V** to the **Net capital losses carried forward to later income years** label on your tax return.

Fund's tax file number (TFN)

Part B Ownership and same business test – company and listed widely held trust only

Complete item 3 of **Part B** if a loss is being carried forward to later income years and the same business test has to be satisfied in relation to that loss.

Do not complete items 1 or 2 of **Part B** if, in the 2015–16 income year, no loss has been claimed as a deduction, applied against a net capital gain or, in the case of companies, losses have not been transferred in or out.

1 Whether continuity of majority ownership test passed

Note: If the entity has deducted, applied, transferred in or transferred out (as applicable) in the 2015–16 income year a loss incurred in any of the listed years, print **X** in the **Yes** or **No** box to indicate whether the entity has satisfied the continuity of majority ownership test in respect of that loss.

Year of loss	Yes	No	
2015–16	A		Print X in the appropriate box.
2014–15	B		Print X in the appropriate box.
2013–14	C		Print X in the appropriate box.
2012–13	D		Print X in the appropriate box.
2011–12	E		Print X in the appropriate box.
2010–11 and earlier income years	F		Print X in the appropriate box.

2 Amount of losses deducted/applied for which the continuity of majority ownership test is not passed but the same business test is satisfied – excludes film losses

Tax losses	G	-00
Net capital losses	H	-00

3 Losses carried forward for which the same business test must be satisfied before they can be deducted/applied in later years – excludes film losses

Tax losses	I	-00
Net capital losses	J	-00

4 Do current year loss provisions apply?

Is the company required to calculate its taxable income or tax loss for the year under Subdivision 165-B or its net capital gain or net capital loss for the year under Subdivision 165-CB of the *Income Tax Assessment Act 1997* (ITAA 1997)?

K Yes No Print **X** in the appropriate box.

Part C Unrealised losses – company only

Note: These questions relate to the operation of Subdivision 165-CC of ITAA 1997.

Has a changeover time occurred in relation to the company after 1.00pm by legal time in the Australian Capital Territory on 11 November 1999?

L Yes No Print **X** in the appropriate box.

If you printed **X** in the **No** box at **L**, do not complete **M**, **N** or **O**.

At the changeover time did the company satisfy the maximum net asset value test under section 152-15 of ITAA 1997?

M Yes No Print **X** in the appropriate box.

If you printed **X** in the **No** box at **M**, has the company determined it had an unrealised net loss at the changeover time?

N Yes No Print **X** in the appropriate box.

If you printed **X** in the **Yes** box at **N**, what was the amount of unrealised net loss calculated under section 165-115E of ITAA 1997?

O -00

Part D Life insurance companies

Complying superannuation class tax losses carried forward to later income years	P	-00
Complying superannuation net capital losses carried forward to later income years	Q	-00

Fund's tax file number (TFN)

Part E Controlled foreign company losses

Current year CFC losses	M	-00
CFC losses deducted	N	-00
CFC losses carried forward	O	-00

Part F Tax losses reconciliation statement

Balance of tax losses brought forward from the prior income year	A	-00
ADD Uplift of tax losses of designated infrastructure project entities	B	-00
SUBTRACT Net forgiven amount of debt	C	-00
ADD Tax loss incurred (if any) during current year	D	-00
ADD Tax loss amount from conversion of excess franking offsets	E	-00
SUBTRACT Net exempt income	F	-00
SUBTRACT Tax losses forgone	G	-00
SUBTRACT Tax losses deducted	H	-00
SUBTRACT Tax losses transferred out under Subdivision 170-A (only for transfers involving a foreign bank branch or a PE of a foreign financial entity)	I	-00
Total tax losses carried forward to later income years	J	-00

Transfer the amount at **J** to the **Tax losses carried forward to later income years** label on your tax return.



Australian Government
Australian Taxation Office

Agent MCQUEEN ADVISORS PTY LTD
Client THE TRUSTEE FOR MATTHEW
SALTER FAMILY SUPERANNUATION
FUND
ABN 12 147 462 690

Payment options

If you can't make a payment using BPAY[®], credit or debit card, other payment options are also available. It may take up to five business days for your ATO account to reflect any payments.

Account	Income tax 551 THE TRUSTEE FOR MATTHEW SALTER FAMILY SUPERANNUATION FUND
Payment reference number	551009341893139721
Amount Payable	\$685.90

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Biller code 75556
Ref 551009341893139721

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Pay online with the Government EasyPay card payment service or ATO online (individuals).

A card payment fee will apply equal to the fee we incur from our bank.

Payment reference number	551009341893139721
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Australia Post

Payment can be made in person at Australia Post outlets using cash, cheque or money order.

Payment reference number	551009341893139721
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*171 551009341893139721

**MINUTES OF THE MEETING OF THE DIRECTOR(S) OF THE CORPORATE TRUSTEE
SALTER JOSS CORP PTY LTD ATF
MATTHEW SALTER FAMILY SUPERANNUATION FUND
HELD ON 31/10/2019 AT
3 HECTOR STREET, BRIGHTON VIC**

PRESENT

John Salter

**APPROVAL OF
PREVIOUS MINUTES:**

It was resolved that the minutes of the previous meeting had been signed as a true and correct record.

**ALLOCATION OF
CONTRIBUTION:**

It was resolved that the contributions received during the year be allocated to members as follows:

Member Name/Contribution type	Amount
<i>Mr Matthew Salter</i> Member	1,002.00
<i>Mrs Lisa Salter</i> Employer	447.15

The contributions will be subject to normal preservation and payment rules under the *Superannuation Industry (Supervision) Regulations 1994 (SISR)*

PAYMENT OF BENEFITS:

The trustee has ensured that any payment of benefits made from the fund meet the requirement of the fund's deed and do not breach the superannuation laws in relation to:

1. making payment to members; and
2. breaching the fund's or the member's investment strategy.

The trustees have reviewed the payment of benefits and received advice that the transfer is in accordance with the deed and the superannuation laws. As such the trustee has resolved to allow the payment of the following benefits on behalf of the members:

Member Name/Payment Type	Amount
---------------------------------	---------------

**ACCEPTANCE OF
ROLLOVERS:**

The trustee has ensured that any rollovers made to the fund meet the requirements of the fund's deed and do not breach the superannuation laws in relation to:

1. making rollovers between funds; and
2. breaching the fund's or the member's investment strategy

The trustees have reviewed the rollovers and received advice that the rollovers are in accordance with the trust deed and the rules of the fund and the superannuation laws. As such the trustee has resolved to accept the following rollovers on behalf of the members:

Member Name/Payee Name	Amount
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PURCHASE OF ASSETS:

It was resolved that having regard to the composition, risk and return of the fund's existing investments, the fund's investment objectives and its present liquidity, the purchase of the assets identified below during the year ended 30 June 2016 hereto be confirmed and are in line with the investment strategy of the fund.

Asset / Date	Price	Units	Consideration
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DISPOSAL OF ASSETS:

It was resolved that having regard to the composition, risk and return of the fund's existing investments, the fund's investment objectives and its present liquidity, the disposal of the assets identified below during the year ended 30 June 2016 hereto be confirmed and are in line with the investment strategy of the fund.

Asset / Date	Price	Units	Consideration
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PROPERTY VALUATIONS:

In respect of the year ending 30 June 2016, it was resolved that the trustees revalue the properties set out below in respect of the effective dates specified.

Giving consideration to the fund's circumstances and the value of the fund's assets that property represents, the trustees have obtained property valuations from the sources listed below.

The trustees have reviewed the content and assumptions within and believe the valuations supplied fairly represent the value and attributes of the properties held.

The trustees resolved to accept the valuations obtained on the basis that the valuations are based on objective and supportable data; are representative of the assets owned by the fund; and are indicative of market conditions as at the effective dates.

After consideration from the trustees, it was also resolved to carry forward valuations from prior years where appropriate. The trustees are of the opinion that the valuations continue to be relevant and appropriate and have been obtained within a suitable time frame to still be applied.

Address:

Valuation	Effective Date	Valuation Date	Type	Source
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ALLOCATION OF NET INCOME:

It was resolved that the income of the fund be proportionally allocated to members based on the members' daily weighted average balances. The following amounts of income, and related amounts of tax, are to be credited to / debited from member accounts:

	Income	Fund Tax	Conts Tax	Direct Tax
<i>Mr Matthew Salter</i>				
Accumulation	2,435.82	434.01	0.00	(228.15)
<i>Mrs Lisa Salter</i>				
Accumulation	1,554.45	276.97	67.07	0.00

REPORTING ENTITY CONCEPT:

It was resolved that, in the opinion of the trustee, the fund is not a reporting entity because it is unlikely that users exist who are unable to command the preparation of reports tailored so as to satisfy specifically all their information needs.

Therefore, the financial statements for the fund are to be prepared on the basis of the fund being a "non-reporting entity", and will therefore take the form of Special Purpose Financial Reports.

REPORTS AND STATEMENTS:

The Financial Reports consisting of Statement of Financial Position, Operating Statement and Notes to the Financial Statements, Trustee's Declaration, Compilation Report, Auditor's Report and Member Statement for the period ended 30 June 2016 were tabled for consideration at the meeting.

It was resolved that the financial statements be adopted in their present format and that the statement by the trustees attached to the financial reports be signed by the Trustees, stating that:

1. the financial statements are drawn up so as to present fairly the financial position of the fund as at 30 June 2016, the benefits accrued as a result of operations and its cash flow for the year then ended;
2. the financial statements have been prepared in accordance with the requirements of the trust deed and Australian Accounting Standards as noted in Note 1 to the Financial Statements and
3. the fund has operated substantially in accordance with the trust deed and the requirements of the *Superannuation Industry (Supervision) Act 1993 (S/ISA)*, during the year ended 30 June 2016.

INCOME TAX RETURN:

The completed Self-Managed Superannuation Fund Annual Return for the financial year ended 30 June 2016 was tabled for consideration at the meeting.

It was resolved that:

1. the particulars contained in the 2016 income tax return and the relevant records used to ascertain the taxable income, as shown, derived by the fund from all sources in and out of Australia during the year of income are true and correct and;
2. the fund satisfies the statutory requirements and conditions applicable to be classified as a 'Regulated Superannuation Fund/Complying Superannuation Fund' for the year of income and;
3. the income tax return be adopted in its present format and that the Return be signed by the Trustees.

REVIEW OF INVESTMENT STRATEGY:

The fund's investment performance for the year ended 30 June 2016 and existing investment strategy have been reviewed by the Trustees, after considering:

1. the risk involved in making, holding and realising, and the likely return from, the fund's investments having regard to its objectives and its expressed cash flow requirements;
2. the composition of the fund's investments as a whole including the extent to which the investments are diverse or involve the funds being exposed to risks from inadequate diversification;
3. the liquidity of the fund's investments having regard to its expected cash flow requirements;
4. the ability of the fund to discharge its existing and prospective liabilities;
5. whether the fund should hold a contract of insurance that provides insurance cover for members of the fund; and
6. the effect of the fund's investments on the above requirements and all matters relating to the prudential nature of the investment being continuously monitored, regularly reviewed and to make sure they adhere to fund's investment objectives and relevant legislation.

It was resolved that the aims and objectives of the investment strategy were being achieved and that the said investment strategy requires no further modification or adoption at this time.

TRUSTEE AND MEMBER STATUS:

Each of the trustee(s) confirmed that they are qualified to act as trustee(s) of the fund and that they are not disqualified persons as defined by Section 120 of the *S/SA*.

Each of the member(s) confirmed that they are a member of the fund and agreed to be bound by the provisions contained within the Trust Deed of the fund (and any subsequent amendments).

AUDITOR:

It was resolved that

Ian Hall
of

21 Corowa Crescent
Greensborough , VIC 3088

act as the auditor of the fund for the next financial year.

TAX AGENT:

It was resolved that

Prudence Smith
of
McQueen Advisors

act as the tax agent of the fund for the next financial year.

CLOSURE:

There being no further business the meeting was closed.



..... Dated: 31, 10, 2019

John Salter
Chairperson

Investment Strategy

Matthew Salter Family Superannuation Fund

Background:

The Investment Strategy outlined below represents an expansion and clarification of the Investment Strategy agreed at the formation of the Matthew Salter Family Superannuation Fund. This Investment Strategy replaces the 2015 Investment Strategy.

Objectives:

The objective of the fund is to:

- Provide superannuation benefits to the members and their dependents to meet their retirement needs
- Ensure that appropriate mixes of investments are held by the fund to support these needs
- Ensure the fund has sufficient liquidity at all times to meet all commitments
- Maximise the tax effectiveness of fund investments thereby delivering the best long term after tax return for the member.

The investment objective of the trustee is to aim to achieve real medium to longer-term growth. In recognition of 10+ year investment time frame of the members, the fund will have a high proportion of growth assets in the portfolio.

Investment Choice:

The Trustee has determined the fund's investments may include but not be limited to all or one of the following:

- Direct equities, stock and derivatives and including the participation in dividend reinvestment program, right issues and the like, including the use of geared instalment warrants;
- Property trusts and associated investments;
- Managed investments and associated products;
- Direct residential, industrial, and commercial property;
- Bank and other financial institution securities including Term Deposits, Debentures, Secured and Unsecured Notes and Bonds; and
- Any other investment that the trustee may feel prudent to achieve the objective of the fund

The Trustee may from time to time decide to seek professional advice from Accountants, Solicitors or Financial Planners in the formulation or implementation of this or any future investment strategy.

In formulating this strategy, the trustee has taken into consideration relevant features of the various investments in accordance with both the fund's objectives and appropriate legislation.

While drafting this investment strategy, the trustee has taken into account all of the circumstances of the fund, including:

- the risks involved in making each investment;
- the likely return from making each investment;
- the range and diversity of investments;
- any risks coming from limited diversification;
- the liquidity of the fund's investments;
- the ages and preferences of its members;
- expected cash flow requirements; and
- the ability of the fund to meet its existing and prospective liabilities such as paying benefits to its members.

Policies:

The policies adopted by the Trustee in order to achieve these objectives are:

- Regular monitoring of the performance of the fund's investment, to oversee the overall investment mix and the expected cash flow requirements of the fund
- Balancing the fund's investment portfolio due to changes in market conditions, by further sale and purchase of investments.

The Trustee will aim to follow the Investment Strategy, however, the Trustee will at all times reserve the right to change the investment mix depending on the market situation and opportunities available to strengthen its objectives.

A copy of the Investment Strategy of the fund will be available to members of the fund on request.

Risk profile and risk tolerance:

The Fund has a long-term horizon. Further, the members are prepared to endure a reasonable level of volatility of returns in expectation of long term growth.

Members understand:

- the trade-off between investment risk, long term capital and income growth with capital preservation and stability being a priority.
- Investment risk is borne by the members, as fluctuation in investment returns will affect the level of the members benefits on withdrawal

Insurance:

The Trustee has considered whether the Fund should hold a contract of insurance for its members. The fund has previously entered into a contract of insurance for one member and at present the trustee considers this insurance is appropriate. The trustee will continue to monitor the amount of insurance the fund holds and will increase (or decrease) these amounts as it considers appropriate.

Liquidity:

The Members of the Matthew Salter Family Super Fund, Matthew Salter and Lisa Salter, expect to access their superannuation from their respective preservation ages.

Asset Allocation:

The targeted asset allocation will recognise the need to have a diversified asset mix, however, given the long-term investment horizon of the members (of 20+ years until life expectancy), the allocation will have a strong growth asset bias and be focused on maximising capital growth.

The Trustee recognises the higher risk in investing predominantly in growth assets and the volatility associated with shares and property. The volatility will be compensated by the prospect of achieving higher return and growth in the longer term.

The Fund has elected to invest in unlisted shares and property. The Trustee feels this is in line with the long-term investment strategy, due to the growth potential of the investments.

The target asset allocation will be in the following ranges:

Asset Class	Range
Cash and Australian Fixed Interest	10 – 60%
International Fixed Interest	0 – 30%
Australian Equities	10 – 60%
International Equities	0 – 30%
Mortgages	0 – 30%
Direct Property	0 – 30%
Listed Property	0 – 30%
Other	0 – 30%

The Fund may hold cash in excess of the above stated range due to a transaction or whilst considering investment options. Holding cash greater than the range is not a breach of the targeted asset allocation and is an acceptable holding strategy approved by the Trustee and Member.

Signature of Trustee/Director of the Trustee Company



John Salter

Director of Salter Joss Corp Pty Ltd
as trustee for Matthew Salter Family Super Fund

31/10/2019
Date:

15 October 2019

The Trustee

Matthew Salter Family Super Fund
357 Collins Street
MELBOURNE VIC 3000

Dear Sir / Madam,

RE: AUDIT ENGAGEMENT LETTER
Matthew Salter Family Super Fund

The objective and scope of the audit

You have requested we audit Matthew Salter Family Super Fund (the Fund):

1. Special purpose financial report, which comprises the statement of financial position as at 30 June 2016 and the operating statement for the year/period then ended and the notes to the financial statements; and
2. Compliance during the same period with the requirements of the *Superannuation Industry (Supervision) Act 1993 (SISA)* and *SIS Regulations (SISR)* specified in the approved form auditor's report as issued by the Australian Taxation Office (ATO), which are
Sections: 17A, 35AE, 35B, 35C(2), 62, 65, 66, 67,67A, 67B, 82-85, 103, 104, 104A, 105, 109, 126K
Regulations: 1.06(9A), 4.09, 4.09A, 5.03, 5.08, 6.17, 7.04, 8.02B, 13.12, 13.13, 13.14 ,13.18AA

We are pleased to confirm our acceptance and our understanding of this engagement by means of this letter. This letter will be effective for future years unless we are required to revise it per ATO requirements, or the engagement is terminated. Our audit will be conducted pursuant to SISA with the objective of our expressing an opinion on the financial report and the fund's compliance with the specified requirements of SISA and SISR.

The responsibilities of the auditor

We will conduct our financial audit in accordance with Australian Auditing Standards and our compliance engagement in accordance with applicable Standards on Assurance Engagements, issued by the Auditing and Assurance Standards Board (AUASB). These standards require we comply with relevant ethical requirements relating to audit and assurance engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material

misstatement and you have complied, in all material respects, with the specified requirements of SISA and SISR and the governing rules of the fund.

We will conduct our engagement in accordance with Standard on Assurance Engagements ASAE 3100 *Compliance Engagements* issued by the Auditing and Assurance Standards Board.

In performing our audit procedures, we will obtain audit evidence about the compliance activity of the fund and controls implemented to meet the various SISA and SISR compliance requirements. The procedures selected will depend on our judgement, including the identification and assessment of risks of material non-compliance.

The timing of the audit will be dictated by the provision of relevant documentation to commence the audit. In accordance with section 35C of SISA, we are required to provide to the trustees of the Fund an auditor's report in the approved form within the prescribed time as set out in SISR, being a day before the latest date stipulated by the ATO for lodgement of the fund's Annual Return.

We apply Australian Standard on Quality Control 1 ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement and accordingly, maintain a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal & regulatory requirements.

We comply with the competency standards set by the Australian Securities & Investment Commission (ASIC), the auditor independence requirements prescribed by in accordance with the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) as required by SISR and the ethical requirements relating to assurance engagements which are founded on the fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

Our audit will be conducted on a third party online audit program which offers various audit methodologies and processes including storing of audit evidence and reports on their secured server. We have satisfied ourselves your fund data is secured on their servers and will be protected with highest level of online security possible.

Financial audit

Our financial audit involves performing audit procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depends on our judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error.

Our audit objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. These audit procedures may include to identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion.

Our financial audit also includes evaluating the appropriateness of the financial reporting framework, accounting policies used and the reasonableness of accounting estimates made by the trustees, as well as evaluating the overall presentation structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation of the financial report.

Due to the test nature and other inherent limitations of an assurance audit engagement and the inherent limitations of any accounting and internal control systems, the possibility of collusion to commit fraud, and the possibility that some audit evidence are persuasive and not conclusive, there is an unavoidable risk even some material misstatements due to fraud, error or due to non-compliance with SISA and SISR may remain undiscovered.

A reasonable assurance engagement does not provide assurance on whether compliance with all SISA and SISR provisions will continue in the future. As a result, our audit can only provide reasonable, not absolute, assurance that the financial report is free from any material misstatement.

In making our risk assessments, we consider internal controls relevant to the fund's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Fund's internal controls. However, we expect to provide you with a separate letter concerning any significant deficiencies in the Fund's system of accounting and internal controls that come to our attention during the audit of the financial report. This will be in the form of a trustee letter.

Our procedures do not include a review of the Fund's self-managed superannuation fund annual return, although we may peruse it to identify areas that require our close attention. Accordingly, no opinion will be given, and no responsibility taken for any issues arising from any inaccuracies in the annual return lodged. We also do not audit the member statements, however we do complete an audit of the movements in the member account during the financial year. Accordingly, we are unable to provide an opinion as to the accuracy of historical components and eligible service date information that relate to transactions that occurred in prior years.

Going Concern Concept

In our audit report, we will conclude on the appropriateness of trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the fund's ability to continue as a going concern. If we conclude a material uncertainty exists, we are required to draw attention in the auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion.

Our conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the fund to cease to continue as a going concern.

Compliance engagement

A compliance engagement involves performing audit procedures to obtain audit evidence about the Fund's compliance with the provisions of SISA and SISR specified in the ATO's approved auditor's report.

Our compliance engagement with respect to investments includes determining whether the investments are made for the sole purpose of funding members' retirement, death or disability benefits and whether you have an investment strategy for the Fund, which gives due consideration to risk, return, liquidity, diversification, insurance policies for members and review regularity of the investment strategy. Our procedures will include testing whether the investments are made for the allowable purposes in accordance with the investment strategy, but not for the purpose of assessing the appropriateness of those investments to the members.

Engagement restricted only to provision of audit opinion and compliance conclusion

Our engagement is restricted to the provision of an audit opinion on the financial statement and provision of a conclusion on each trustee's compliance with the specified sections and regulations of SISA and SISR as mentioned in the ATO recommended audit report.

We are not engaged to provide any financial advice. If we make any comments on any asset, should not be construed as financial advice and each trustee should consider seeking professional assistance with respect to any comments made. We are not licensed financial advisers and do not provide financial advice. We do not provide any opinion or otherwise on the suitability of the trustee selected or third party recommended and implements investments.

It is not expected that we will form an opinion on any investment or investment strategy or trustee action. We take no responsibility for and provide no warranty or assurance the investment strategy and fund's investments and trustee actions are appropriate or suitable for the Fund and its members and or their beneficiaries as the case may be.

Our audit does not guarantee any investment performance, return of capital, income payment, tax effectiveness, minimization of stamp duty or land taxes or other taxation measures or otherwise from any investment of the Fund or any investment strategy or trustee action.

The responsibilities of the trustees

We take this opportunity to remind you it is the responsibility of the trustees to ensure the Fund, at all times, complies with SISA and SISR as well as any other legislation relevant to the Fund. Each trustee is responsible for the preparation and fair presentation of the financial reporting requirements of the Fund's governing rules, SISA and SISR.

Our auditor's report will explain the trustees are responsible for the preparation and the fair presentation of the financial report and for determining the accounting policies used are consistent with the financial reporting requirements of the Funds governing rules, comply with the requirements of SISA and SISR and are appropriate to meet the needs of the members.

This responsibility includes:

- Establishing and maintaining controls relevant to the preparation of a financial report that is free from misstatement, whether due to fraud or error. The system of accounting and internal control should be adequate in ensuring all transactions are recorded and the recorded transactions are valid, accurate, authorised, properly classified and promptly recorded, so as to facilitate the preparation of reliable financial information.
- This responsibility to maintain adequate internal controls also extends to the Fund's compliance SISA including any Circulars and Guidelines issued by a relevant regulator to the extent applicable. The internal controls should be sufficient to prevent and/or detect material non-compliance with such legislative requirements.
- Identifying, designing and implementing internal controls as they determine necessary to meet compliance requirements of SISA and SISR and monitor ongoing compliance.
- Assessing the fund's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the trustees intend to wind-up the fund. The going concern basis of accounting is appropriate when it is reasonably foreseeable the fund will be able to meet its liabilities as they fall due.
- Selecting and applying appropriate accounting policies.
- If the preparation of financial report is outsourced, then each trustee is responsible for overseeing the fund's financial reporting process.
- Making accounting estimates that are reasonable in the circumstances.
- Reviewing on a regular basis a compliant investment strategy, taking into account all investment risks/decisions in making Fund investments (and assessment of recoverability of Fund investments).

- Ensure that restrictions on contributions are followed where a member's Total Superannuation Balance exceeds the cap amount (currently \$1.6 million).
- Making available to us all the books of the Fund, including any registers and general documents, minutes and other relevant papers of all Trustee meetings and giving us any information, explanations and assistance we require for the purposes of our audit. Section 35C(2) of SISA requires Trustees must give to the auditor any document the auditor requests in writing within 14 days of the request.

As part of our audit process, we will request from the trustees written confirmation concerning representations made to us in connection with the audit. This will be in the form of a Trustee Representation Letter.

Valuing all investments at market value.

Investments are valued at net market value at the financial year end.

It is the trustees responsibility to use qualified independent valuer, where the value of the asset represents a significant proportion of the fund's value or the nature of the asset indicates that the valuation is likely to be complex.

In valuation of listed shares and listed managed units, the trustees should use the closing price on each listed security's approved stock exchange or licensed market at the end of the financial year.

Trustees while valuing real property must base it on objective and supportable data or use external valuation where they expect the valuation is materially inaccurate or a significant event (such as a natural disaster , macro-economic events , market volatility or changes to the character of the asset) has occurred since it was last valued.

When valuing any investment in unlisted security for end of the year financial year statement, for example, a share in a private company, or a unit in an unlisted trust, Trustees must take into account a number of factors that may affect its value, including both the:

- value of the assets in the entity
- consideration paid on acquisition of the unlisted securities or units.

Trustees must use market values that are based on either published exit price from the unit trust register or unit trust manager or company director of the private company. Trustees at the time of signing the financial statements of the fund agree that they are aware of the value of all the assets funds and agree that their valuation is correct specially unlisted assets (such as units in unlisted managed funds, syndicates or private company). Trustees have ensured that they are satisfied with valuation of all assets and where ever they had doubts on valuation, they have used an external independent valuer specially where ever they were of the opinion that the nature of the asset indicates that the valuation is likely to be complex.

Trust Deed and deeds of change of Trustee

Trustees should seek appropriate legal advice to execute, amend or modify the Trust deed and establish the Trust on an ongoing and compliant basis.

We, as auditors, do not examine whether the Trust deed or modifications or amendments to the Trust deed are validly executed and will not be responsible if there legal dispute between trustees.

We will not be responsible if any documents are not legally executed and specifically exclude all liability for damages associated with an incorrectly executed or amended or changed trust deed or new Trustee appointment or removal.

Reliance on audit report by external parties

Our audit report is prepared for the members of the Fund and we disclaim any assumption of responsibility for any reliance on our report, or on the financial report to which it relates, to any person other than the members of the Fund, or for any purpose other than that for which it was prepared.

Borrowings by the Fund

If the fund invests in a limited recourse borrowing arrangement (LRBA) or similar investment, we specifically make no warranty or assurance regarding whether potential stamp duty and capital gains taxation liabilities are minimized, now or into the future. We provide no assurances on the compliance or otherwise of such LRBA arrangements to parties involved in providing finance to the fund.

Communication with SMSF trustees/directors

We will communicate with you if we have any concerns during the course of the audit. Since you have chosen an accountant / administrator to provide us documents and financial statements of the fund for audit, you agree that all communications to your accountant / administrator are deemed to also be communications to you. If your Fund has more than one trustee/director, you agree communications with one trustee/director are deemed to be communications with all trustees/directors.

We may want to communicate directly with you in relation to audit of your fund regarding:

- recoverability of a loan investment by the Fund; or
- value of the asset in the financial statements may be overstated.

In these circumstances, you agree that we should directly contact and communicate with your accountant in relation to any our concerns and we do not need to notify you before directly contacting and communicating with the your accountant / administrator and we have discretion to decide whether to include you in any direct communication with your accountant / administrator.

Independence

We confirm, to the best of our knowledge and belief, the engagement team meets the current independence requirements of APES 110 Code of Ethics for Professional Accountants (as amended), issued by the Accounting Professional & Ethical Standards Board in relation to the statutory audit engagement (an audit required by legislation) of the Fund. Hence no member of the engagement team can provide any accounting, legal or financial advice. Our engagement as an auditor of the fund is limited to obligations imposed on us by SISA (e.g. section 129).

In conducting our financial audit and compliance engagement, should we become aware we have contravened these independence requirements, we shall notify you on a timely basis. However, please note we are not engaged to provide any financial advice and none will be provided, including an opinion, if a self managed superannuation fund is appropriate for trustees or they have taken

responsibility of where member funds are invested or trustees understand their legal and taxation obligations.

We have complied with the competency standards set by ASIC.

Our engagement does not include us forming an opinion nor advising trustees on the following:

- the members have sufficient funds to establish the Fund or continue to manage the Fund;
- investment restriction on underlying assets;
- rollover to the Fund or transferring assets to the Fund;
- level and type of contributions by each member of the Fund;
- monitor members eligibility to make contributions in respect of Total Superannuation Balance;
- acquiring or disposing any particular financial product or class of financial product;
- initial and ongoing costs of administering the Fund;
- if they are prepared and able to allocate the time and skill needed to administer the Fund;
- if they have adequate insurance cover for all members of the Fund;
- limited government protections in the event of fraud or theft or dispute;
- limited access to superannuation complaints tribunal; or
- advantages and disadvantages of a self-managed superannuation fund (SMSF).

Report on matters identified

Under section 129 of SISA, we are required to report to you in writing, if during the course of, or in connection with, our audit, we become aware of any contravention of SISA or SISR which we believe has occurred, is occurring or may occur. Furthermore, you should be aware we are also required to notify the ATO of certain contraventions of SISA and SISR we become aware of during the audit, which meet the tests stipulated by the ATO, irrespective of materiality of the contravention or action taken by the trustees to rectify the matter, even if you terminate the engagement. Finally, under section 130, we are required to report to you and the ATO if we believe the financial position of the Fund may be, or may be about to become unsatisfactory.

You should not assume any matters reported to you, or a report that there are no matters to be communicated, indicates there are no additional matters, or matters you should be aware of in meeting your responsibilities. The completed audit report may be provided to you as a signed printed copy or a signed electronic version via email or any other electronic means.

As you aware each investment has multiple risks, including loss of capital. In conducting our audit, we will not be checking the liquidity of the Fund's assets, the nature or class of investments, nor their suitability to the Fund's investment strategy. If any asset's capital is lost, due to any reason, we will not be responsible for any damages under section 12GF of Australian Securities and Investments Commission Act 2001. You are responsible for investing the Fund's assets and you should take full care of those investments. However, as an auditor, it is our duty of care to inform you, if in our opinion, we notice any investments are not recoverable. Please note many investments are complex in nature and we are not trained as SMSF auditors to analyse each investment, hence you should not entirely rely on our opinion.

In conduct of our audit, we are not required to form an opinion and report to you if the Fund is making or likely to make an economic loss or the Fund's assets are getting damaged or likely to get damaged due to conduct of any other person who you rely for investment decisions or appoint as custodians or investment manager. We are appointed to audit the Fund's financial report and not to audit entities where this Fund invests such as custodian services, unrelated trusts, companies or other entities.

Compliance program

The conduct of our engagement in accordance with Australian Auditing Standards and applicable Standards on Assurance Engagements means information acquired by us in the course of our engagement is subject to strict confidentiality requirements. Information will not be disclosed by us to other parties except as required or allowed for by law or professional standards, or with your express consent.

Our audit files may, however, be subject to review as part of the compliance program of a professional accounting body, the ATO, or ASIC. We advise you by signing this letter you acknowledge, if requested, our audit files relating to this audit will be made available under these programs. Should this occur, we will advise you. The same strict confidentiality requirements apply under these programs as apply to us as your auditor.

Limitation of liability

As a practitioner/firm participating in a scheme approved under Professional Services Legislation, our liability may be limited under the scheme.

Fees

We look forward to full co-operation with you / your administrator and we trust you will make available to us whatever records, documentation and other information are requested in connection with our audit.

Our fee will be billed as work in progress or once the audit has been completed and will be based on the time required to complete the engagement. Any out of pocket expenses will be billed separately.

Further, where a contravention report needs to be lodged with the ATO, an additional fee will be charged for the preparation and lodgement of the contravention report.

Use of a specialist

In some limited circumstances, It may be necessary for us to seek legal, Actuarial or valuer advice in relation to the audit of your Fund. We will first seek to obtain a fee quote from a law firm/legal adviser for your approval before incurring any fees. Such fees will be billed to you as disbursements.

Other

Please sign and return the attached copy of this letter to indicate it is in accordance with your understanding of the arrangements for our financial audit and compliance engagement of Matthew Salter Family Super Fund.

Yours faithfully,

E-Z Tax Solutions



Mr Ian Hall
SMSF Auditor

I/We understand, consent to and agree with all the terms of this engagement:
Acknowledged on behalf of the trustees of Matthew Salter Family Super Fund



Mr Matthew Salter
Director of Corporate Trustee

1/11/19
[Date]



Mrs Lisa Salter
Director of Corporate Trustee

1.11.19
[Date]

15 October 2019

The Trustee,
Matthew Salter Family Super Fund,
357 Collins Street
MELBOURNE VIC 3000

Dear Sir / Madam,

RE: AUDIT MANAGEMENT LETTER
Matthew Salter Family Super Fund

I wish to advise I have conducted an independent audit of the financial report of Matthew Salter Family Super Fund (the Fund) for the year ended 30 June 2016 in order to express an opinion on it.

I have complied with the ethical responsibilities and independence requirements in accordance with the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) as required by the Superannuation Industry (Supervision) Act 1993 (SISA) and SIS Regulations (SISR).

Auditors are encouraged by the Australian Taxation Office (ATO) to issue management letters at the completion of each audit as a means of advising the trustee of any matters noted during the course of the audit.

Audit Procedure

My audit has been conducted in accordance with Australian Auditing Standards. My assurance engagement to report on the fund's compliance with the applicable requirements of SISA and SISR involved performing procedures to obtain evidence about the compliance activity and controls implemented to meet the compliance requirements.

My audit work comprises of examination of evidence supporting the amounts and other disclosures in the financial report, on a test basis, in order to form an opinion as to whether, in all material respects, the financial report is fairly stated in accordance with the accounting policies described in the notes thereto.

Audit Methodology

My audit team applied Australian Standard on Quality Control 1 ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement.

My audit work involved examination, again on a test basis, of evidence supporting compliance with requirements of SISA and SISR. These tests have not been performed continuously throughout the period, were not designed to detect all instances of non-compliance, and have not covered any other provisions of SISA and SISR apart from those specified in the audit report.

My audit of the financial report was to evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures and to evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

Internal Controls, Materiality & Reasonable Assurance

I have conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3100 *Compliance Engagements* issued by the Auditing and Assurance Standards Board.

I exercise professional judgment and maintain professional scepticism throughout the audit. My audit work also involved the review and obtain an understanding of internal controls and systems in order to design my audit plan and procedures that are appropriate in the circumstance. Accordingly, my examination may not have identified all the weaknesses that may exist in the Fund.

My audit objective was to obtain, reasonable assurance about whether the financial report as a whole is free from material misstatement and identify and assess the risks, whether due to fraud or error of any material misstatement. I designed and performed audit procedures in response to those risks, and obtained audit evidence that were sufficient and appropriate to provide a basis for my opinion.

Due to the inherent limitations of an assurance engagement, together with the internal control structure it is possible that fraud, error, or non-compliance with audited provisions of SISA and SISR may occur and not be detected.

Fund Investments

In conducting my audit, I have not checked liquidity of any of the Fund's assets, the nature or class of investments, nor their suitability to the Fund's investment strategy. If any asset's capital is lost, I will not be responsible for any damages under section 12GF of Australian Securities and Investments Commission Act 2001.

You are responsible for investing the Fund's assets and you should take full care of those investments. It is my duty of care to inform you, if in my opinion, I notice any investments are not recoverable. Please note many investments are complex in nature and I am not trained to analyse each investment, hence you should not entirely rely on my opinion.

I am not required to form an opinion and report to you if the Fund is making or likely to make an economic loss or the Fund's assets are getting damaged or likely to get damaged due to conduct of any other person who you rely for investment decisions or appoint as custodians or investment manager. My audit was limited to this Fund's financial report and not to entities where this Fund invests such custodian services, unrelated trusts and companies, or other similar entities.

Going Concern

My audit procedure included appropriate use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Fund's ability to continue as a going concern.

My conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the Fund to cease to continue as a going concern.

Member Statements

I note the member statements attached to the financial report have not been audited, as this is outside the scope of our audit engagement. Whilst I do complete an audit of the movements in the member account during the financial year being audited, I am unable to provide an opinion as to the accuracy of historical components and eligible service date information that relates to transactions that occurred in prior years.

Conclusion

I advise I have not come across, during the course of my audit, any matters I believe should be brought to your attention.

Should you wish to discuss anything regarding the above, please do not hesitate to contact the undersigned.

Yours faithfully,
E-Z Tax Solutions

A handwritten signature in black ink, appearing to read 'Ian Hall', is written over a horizontal line.

Mr Ian Hall

Matthew Salter Family Super Fund

357 Collins Street MELBOURNE VIC 3000

Mr Ian Hall
E-Z Tax Solutions
21 Corowa Crescent
GREENSBOROUGH VIC 3088

Dear Sir / Madam,

Trustee Representation Letter

This representation letter is provided in connection with your audit of the financial report of Matthew Salter Family Super Fund (the Fund) and the Fund's compliance with the Superannuation Industry (Supervision) Act 1993 (SISA) and SIS Regulations (SISR) and the requirements of the relevant Income Tax Assessment Act, for the year ended 30 June 2016, for the purpose of you expressing an opinion as to whether the financial report is, in all material respects, presented fairly in accordance with the accounting policies adopted by the Fund and the Fund has complied, in all material respects, with the governing rules of the Fund, relevant requirements of SISA and SISR.

The trustees have determined the Fund is not a reporting entity for the year ended 30 June 2016 and the requirement to apply Australian Accounting Standards and other mandatory reporting requirements do not apply to the Fund. Accordingly, the financial report prepared is a special purpose financial report which is for distribution to members of the Fund and to satisfy the requirements of SISA and SISR.

We acknowledge our responsibility for ensuring the financial report is in accordance with the accounting policies as selected by ourselves and requirements of SISA and SISR, and confirm the financial report is free of material misstatements, including omissions.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

1. Sole purpose test

The Fund is maintained for the sole purpose of providing benefits for each member on their retirement, death, termination of employment or ill-health.

2. Trustees are not disqualified

No disqualified person acts as a director of the trustee company or as an individual trustee. Further, no trustee is an undischarged bankrupt or has been convicted of an offence concerning dishonesty.

3. Trust deed, trustees' responsibilities and fund conduct

The Fund meets the definition of a self-managed superannuation fund under SISA, including no member is an employee of another member, unless they are relatives and no trustee [or director of the corporate trustee] receives any remuneration for any duties or services performed by the trustee [or director] in relation to the Fund.

The Fund has been conducted in accordance with its constituent trust deed at all times during the year and there were no amendments to the trust deed during the year, except as notified to you.

We understand our duties as a Trustee or Director of the trustee company. We understand by law we must act honestly in all matters concerning the Fund and act in the best interests of all members. Accordingly, the trustees have complied with all aspects of the trustee requirements of SISA and SISR.

The trustees are not subject to any contract or obligation which would prevent or hinder the trustees in properly executing their functions and powers.

The Fund has been conducted in accordance with SISA, SISR and the governing rules of the Fund.

The Fund has complied with investment standards set out in SISA, SISR and the governing rules of the Fund.

The Fund has complied with the requirements of SISA and SISR specified in the approved form auditor's report as issued by the ATO, which are sections 17A, 35AE, 35B, 35C(2), 62, 65, 66, 67, 67A, 67B, 82–85, 103, 104, 104A, 105, 109, 126K of SISA and regulations 1.06(9A), 4.09, 4.09A, 5.03, 5.08, 6.17, 7.04, 8.02B, 13.12, 13.13, 13.14 and 13.18AA of SISR.

All contributions accepted and benefits paid have been in accordance with the governing rules of the Fund and relevant provisions of SISA and SISR.

There have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.

4. Australian resident superannuation fund

During the period and all times during the year, the Fund met the definition of an Australian resident fund. The Trustees specifically confirm:

- a) The Fund was established in Australia or at least one asset of the Fund is situated in Australia; and
- b) The central management and control of the Fund is ordinarily in Australia; and
- c) Either the Fund had no active member, or at least 50% of the following is attributable to superannuation interests held by active members who are Australian residents:
 - The total market value of the Fund's assets attributable to superannuation interests held by active members, or
 - The sum of the amounts that would be payable to or in respect of active members if they voluntarily ceased to be members

5. Investment strategy

The investment strategy has been determined with due regard to risk, return, liquidity and diversity, and the assets of the Fund are in line with this strategy. The investment strategy is reviewed on a regular basis. We have considered whether the Fund should hold insurance cover for members of the Fund. We have also considered whether fund assets are adequately insured from all types of risks.

6. Accounting policies

All the significant accounting policies of the Fund are adequately described in the financial report and the notes attached thereto. These policies are consistent with the policies adopted last year. We are responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Fund's governing rules, SISA and SISR.

If the preparation of accounting records is outsourced, we are responsible for overseeing the Fund's financial reporting process.

7. Fund books and records

We acknowledge our responsibility for the fair presentation of the financial report, Statement of financial

position, Operating statement and the appropriate disclosures of all information required by statute.

In preparation of the financial report we evaluated the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made. We have evaluated the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We have made available to you all financial records and related data, other information, explanations and assistance necessary for the conduct of the audit; and minutes of all meetings of the trustees. We confirm all copies of Fund documents provided (either provided in paper or electronically via email or otherwise) to conduct your audit are true representations of the original documents.

We also acknowledge our responsibility for the design and implementation of internal control to prevent and detect error. We have established and maintained an adequate internal control structure to facilitate the preparation of reliable financial reports, and adequate financial records have been maintained.

We monitor internal controls over financial reporting by reviewing all reports provided by the information technology systems utilised by the Fund, for accuracy.

We advise the Fund does not have a formal process for identifying, estimating or assessing business risks relevant to the financial reporting objectives. We consider this to be appropriate for the Fund.

We are not aware of any specific risks, arising from the use of information technology by the Fund that should be brought to your attention.

There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.

Where a custodian is used by the Fund, we confirm we have not been advised of any fraud, non-compliance with laws and/or regulations or uncorrected misstatements that would affect the financial report of the Fund.

All accounting records and financial reports have been kept for 5 years, minutes and records of trustees' [or directors of the corporate trustee] meetings [or for sole trustee: decisions] have been kept for 10 years and trustee declarations in the approved form have been signed and kept for each trustee appointed after 30 June 2007.

8. Fraud, error and non-compliance

We consider the risk the financial report is materially misstated due to fraud to be low due to the nature of the Fund. We confirm trustees are signatories on all transactions and no transaction can be executed without the consent of trustees. Additionally, the trustees and/or our administrator conduct regular reconciliation of the Fund's transactions, accounts and investments.

While we have not identified any specific risks, we acknowledge any potential fraudulent risk areas include investment or cash being misappropriated and/or contributions being intercepted prior to being banked into the Fund's bank account.

We believe we have adequate procedures in place to detect, reduce the risk of fraud and rectify any fraudulent activities. We will ensure any fraudulent activities are brought to your attention for your consideration.

We confirm there have been no:

- a) Frauds, error or non-compliance with laws and regulations involving any member of management or employees that could have a material effect on the financial report.
- b) Communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.

- c) Violations or possible violations of laws or regulations whose effects should have been considered for disclosure in the financial report or as a basis for recording an expense.

We are aware each trustee is also responsible for such internal controls as they determine are necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error. We are aware each trustee is responsible for complying with the requirements of SISA and SISR and for identifying, designing and implementing internal controls as they determine necessary to meet compliance requirements and monitor ongoing compliance.

We as trustees understand and acknowledge that it is the trustee's responsibility to make all investment decisions (including investment in crypto currency - if any), we have considered investment risk, and responsibility of risks of return of capital, capital gains and investment income and you as an auditor cannot be held responsible if we make wrong or risky decisions or lose capital of the fund.

We understand all the investment risks for each investment lies with the trustees of the fund and not with the auditor of the fund, including loss of capital. In conducting your audit we are aware you will not be checking the liquidity of the Fund assets, the nature or class of investments, nor their suitability to our investment strategy.

If any assets of the fund fail and capital is lost, we will not be taking any action for damages against you under section 12GF of Australian Securities and Investments Commission Act 2001. However, as an auditor, we understand it is your duty of care to inform us, if you notice any investments are not recoverable.

In conduct of your audit, it is not expected you form an opinion and report to us if the Fund is making or likely to make an economic loss or the Fund's assets are getting damaged or likely to get damaged due to conduct of any other person who we rely for investment decisions or appoint as custodians or investment manager. We understand your appointment is to audit the Fund's financial report and not to audit entities where this Fund invests, for example custodian services, unrelated trusts, companies or other entities.

9. Asset form and valuation

The assets of the Fund are being held in a form suitable for the benefit of the members of the Fund and are in accordance with our investment strategy.

Investments are valued at net market value at the financial year end. Market value is determined by us by using a 'fair and reasonable' process, where it meets the following:

- it takes into account all relevant factors and considerations likely to affect the value of the asset;
- it has been undertaken in good faith;
- it uses a rational and reasoned process;
- it is capable of explanation to a third party.

In preparing the financial statement, we have used a qualified independent valuer, where the value of the asset represents a significant proportion of the fund's value or the nature of the asset indicates that the valuation is likely to be complex.

In valuation of listed shares and listed managed units, we have used the closing price on each listed security's approved stock exchange or licensed market at the end of the financial year.

Real property valuation at the yearend in the financial statement is based on objective and supportable data. We have used external valuation where we have found it to be prudent and where we expect the valuation is materially inaccurate or a significant event (such as a natural disaster , macro-economic events , market volatility or changes to the character of the asset) has occurred since it was last valued.

When valuing any investment in unlisted security for end of the year financial year statement, for example, a share in a private company, or a unit in an unlisted trust, we have taken into account a number of factors that may affect its value, including both the:

- value of the assets in the entity
- consideration paid on acquisition of the unlisted securities or units.

Whilst finalizing the financial statement at the year end, we have used market values that are based on either published exit price from the fund or trust manager or company director. In any case, we are aware of the value of these assets held by the fund in these unlisted assets (managed funds or private company) on balance date. We are satisfied with its valuation and where ever we had doubts on valuation, we have used an external independent valuer, that is, where ever we were of the opinion that the nature of the asset indicates that the valuation is likely to be complex.

We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities.

We have considered the importance of safeguarding the assets of the Fund and we have implemented appropriate procedures that include the regular review of the appropriateness of the authorised signatories on bank and investment accounts and arranging adequate insurance and storage for assets where necessary.

There are no commitments, fixed or contingent, for the purchase or sale of long term investments.

10. Uncorrected misstatements

We believe the effects of those uncorrected financial report misstatements aggregated by the auditor during the audit are immaterial, both individually and in aggregate, to the financial report taken as a whole.

11. Ownership and pledging of assets

The Fund has satisfactory title to all assets appearing in the statement of financial position / net assets. All investments are registered in the name of the Fund, where possible, and are in the custody of the respective manager/trustee. In situations where the Trustee of the fund, in their legal capacity as Trustee of the fund were not able to be registered as the beneficial owner or beneficiary of the assets, procedures and documentation are in place to ensure the asset is held by a custodian or a custodial trustee for and on behalf of the Fund.

The trustees have signed a declaration of trust for the benefit of the fund for any real estate held by the Fund (if any) is held (title of real estate) by the individual trustees/corporate trustee in trust for the Fund.

There are no liens or encumbrances on any assets or benefits as at the date of financial report other than those reflected in the financial report and no assets, benefits or interests in the Fund have been pledged or assigned to secure liabilities of others.

All assets of the Fund are held separately from the assets of the members, employers and the trustees. All assets are acquired, maintained and disposed of on an arm's length basis and appropriate action is taken to protect the assets of the Fund.

12. Related parties

Related party transactions and related amounts receivable or payable, (such as sales, purchases, loans, transfers, leasing arrangements, off-market transfers and guarantees - written or oral), where applicable, have been properly recorded or disclosed in the financial report. Acquisitions from, loans to, leasing of assets to and investments in related parties have not exceeded the in-house asset restrictions in SISA at the time of the investment, acquisition or at year end.

The Fund has not made any loans or provided financial assistance to members of the Fund or their relatives.

13. Leases or Loans to Related parties

No non business used property is leased to a related party of the members of the Fund. All business use property if leased to related party, the rent is set at market rates and proper commercial leasing arrangement is in place including a lease document executed in a commercial manner.

All the units or shares owned in related trusts or related companies or investment in related trust and companies or loans to related parties or entities controlled by related parties, we the trustees have followed the in-house asset rules and none of the related trusts where the fund has invested has borrowed.

14. Borrowings

The Fund has not borrowed money or maintained any borrowings during the period, with the exception of borrowings which were allowable under SISA. If any permitted borrowing has occurred, any borrowing is appropriately documented and compliant with SISA and SISR. To the best of the trustee's knowledge, if the Fund has invested in a limited recourse borrowing arrangement (LRBA), it is compliant with SISA. Any borrowings from any related party complies with Practice Compliance Guideline 2016/5 issued by ATO and any loan from a related party meets the requirements of a loan obtained from a commercial lender.

15. Contributions and Pensions

Taking into consideration all contributions to other funds, contributions to the Fund are in accordance with any contribution caps applicable to members. Any work test or similar qualifying criteria has been met to facilitate contributions. Likewise, any pension or lump sum payments are within payment restrictions, if any are applicable, and that a condition of release has been met and satisfied to permit payment.

All contributions in the financial year are made to this fund and we confirm that we have not made any contributions to any other superannuation fund.

16. Subsequent events

No events or transactions have occurred since the date of the financial report, or are pending, which would have a significant adverse effect on the Fund's financial position at that date, or which are of such significance in relation to the Fund as to require mention in the notes to the financial statements in order to ensure they are not misleading as to the financial position of the Fund or its operations.

17. Outstanding legal action

We confirm there is no outstanding legal action or claims against the Fund. The Fund has complied with all aspects of any contractual agreement that would have a material effect on the financial report in the event of non-compliance. There have been no communications from the ATO concerning a contravention of SISA or SISR which has occurred, is occurring, or is about to occur.

Any minutes of meetings with the Fund's legal counsel have been provided for your attention.

18. Going Concern

We confirm we are not aware of any matters, whether individually or collectively, that will cast significant doubt over the Fund's ability to continue as a going concern. In preparing the financial report, we are responsible for assessing the fund's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the trustees intend to wind-up the Fund. We understand the going concern basis of accounting is appropriate when it is reasonably foreseeable the Fund will be able to meet its liabilities as they fall due.

19. Trust Deed(s) and deeds of change of trustee

We have sought our own legal advice to establish the Fund and have properly executed the trust deed as applied at establishment of the Fund by signing the original deed and having it stamped and witnessed as applicable. Any modification or updates to the trust deed and governing rules have been appropriately made and executed in a legally binding manner and copies of deeds have been retained to ensure a complete history of the Fund's trustees and members is maintained.

20. Additional matters

We understand your examination will be made in accordance with Australian Auditing Standards and applicable Standards on Assurance Engagements and will therefore be designed primarily for the purpose of expressing an opinion on the financial report of the Fund taken as a whole, and on the compliance of the Fund with specified requirements of SISA and SISR. Further, your tests of the financial and compliance records and other auditing procedures will be limited to those which you consider necessary for that purpose. We know that you are not a licensed financial advisors and we have not asked you to provide us any financial advice as trustees of the fund.

We are aware this engagement is in accordance with Standard on Assurance Engagements ASAE 3100 *Compliance Engagements* issued by the Auditing and Assurance Standards Board and your firm applies Australian Standard on Quality Control 1 ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements* in undertaking this assurance engagement and accordingly maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

We are also aware you will comply with the competency standards set by ASIC, the auditor independence requirements prescribed by SISR and the ethical requirements relating to assurance engagements which are founded on the fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

Should you find any records or reports deficient, please write to us.

Yours faithfully,



Mr. Matthew Salter
Director of Corporate Trustee

1/11/19
[Date]



Mrs Lisa Salter
Director of Corporate Trustee

1.11.19
[Date]



McQueen Advisors Pty Ltd
ABN 68 162 058 817

Level 21, 357 Collins Street Melbourne VIC 3000
T 1300 856 765
F 03 9908 2599
accounting@mcqueengroup.com.au
www.mcqueengroup.com.au

Tax Invoice

To: Mr M & Mrs L Salter
Matthew Salter Family Superannuation
3 Hector Street
BRIGHTON VIC 3186

Number: 000975
Date: 29 October, 2019
Our Ref: MATT0002

Description	Amount
Work in relation to your Self Managed Super Fund for the year ended 30 June 2016 including: <ul style="list-style-type: none">• Liaison with you and your financial adviser in relation to items relevant to your SMSF• Discussions with you to confirm the Investment Strategy for your super fund• Preparation and lodgement of the SMSF tax return• Preparation of the SMSF financial statements and member benefit statements• Preparation of various trustee minutes and compliance documents• Sundry services rendered as required in relation to the above matter	2,000.00
Reimbursement for 2016 SMSF auditor fee	318.18
GST	231.82

Terms: 14 Days

Amount Due: 2,550.00

Our bank details have changed. Please see below

Remittance Advice

EFT Bank Details

Account Name: McQueen Advisors Pty Ltd
BSB: 033-002
Account No.: 029019

Matthew Salter Family Superannuation Fund
Client Ref: MATT0002

Invoice: 000975
29 October, 2019

Amount Due: \$ 2,550.00

Please quote your invoice number 000975 or client reference number MATT0002 as a payment reference