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6 February 2023

The IF Group
Ms Narelle Davidson
Level 1, 181 Bay Street
BRIGHTON VIC 3191

Via email: narelle@theifgroup.com.au

STRICTLY PRIVATE AND CONFIDENTIAL

Dear Narelle

[RDK Mears Super Fund – Ethical Clearance Letter](#)

We have been approached by the above with the view to this firm taking over their accounting and taxation affairs. Please advise as to whether there are any professional or ethical reasons for not accepting this appointment.

On the basis that no such reason exists, please arrange for all relevant documents in your possession to be made available for collection and advise when ready. We will specifically require any permanent documents you are holding on the client's behalf, such as:

1. Complete record of Fund Register Documentation, including signed and dated copies of:
 - a. Original trust deed and any subsequent amendments
 - b. Trustee Consents and Membership Applications
 - c. ATO Trustee Declarations
 - d. Current Investment Strategy
 - e. Executed Binding Death Benefit Nominations (if in place)
 - f. Pension Establishment Documentation (if applicable)





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2. Signed Financial Accounts, SMSF Annual Return and Audit Report for the last year of lodgement, including:
 - a. Breakdown of details for and sundry debtors/creditors (if applicable)
 - b. Investment summary report at 30 June
 - c. Unrealised capital gains report at 30 June highlighting the breakdown of the cost base and number of units held for each underlying asset

Should you have any queries please do not hesitate to contact our office on (03) 8547 3011 or via email at hello@superb2b.com.au.

Yours faithfully

Nick Day
Director
SuperB2B

