

Client Name: **Start of a Happy life Superannuation Fund**



Year / Period Ended: **30/06/2023**

**SMSF FINANCIAL STATEMENTS & ITR REVIEW CHECKLIST**

	Y/N	N/A	Comments / Notes
A Trial Balance (Referenced to WPs)	✓		
B Points of Review/Notes for Next Year (Manager Notes)		✓	
C Interview Notes / Query Sheets		✓	
D Tax Reconciliation Statement	✓		
E Journal Sheets		✓	
F Allocation of Tax & Earnings	✓		
G If tax payable has Payment Slip been attached		✓	
H Ensure SF register docs are scanned and return register	✓		
I Client Reports (MYOB etc.)		✓	
J Other.....		✓	

(All other work papers as per Class account codes)

**BEFORE commencing the job have you considered the following?**

	Y/N	N/A	Comments
1 Has client checklist been prepared/reviewed - is further info required?	✓		
2 Have last years WPs, F/S and ITR been reviewed?	✓		

**AFTER completing the job have you considered the following?**

**P&L**

	Y/N	N/A	W/P Ref
3 Can you explain material variations in income/expenses/financial ratios to LY?	✓		
4 Has WP been prepared for any unusual account balances?	✓		
5 Member contributions identified?		✓	
6 Deductibility considered?		✓	
7 Confirmed all DRPs etc recorded?	✓		
8 Movement of NMV recorded for all investments?	✓		
9 Are accounting and audit fees reconciled?	✓		
10 Have you checked client ICA/IT accounts and GIC on portal?	✓		
11 Expenses paid by members recorded?		✓	
12 Tax journals entered/allocated?	✓		

**Balance Sheet**

13 Bank Reconciliations Completed?	✓		
14 Has WP been prepared for ALL Balance Sheet account balances with activity?	✓		
15 Holding statements sighted and correct for all investments?	✓		

**ITR**

16 Tax Reconciliation Items Identified?	✓		
17 Carried forward tax and capital losses applied?	✓		
18 Have PAYG, Franking credits etc been claimed?	✓		
19 Is the completed ITR free of errors?	✓		
20 Have you completed the collation instructions?	✓		

**Pre-Manager Review Check**

	Y/N	N/A	Comments
21 Are client query responses documented in WPs & Checklist updated for next year?	✓		
22 Have you documented points to be carried forward for next year?		✓	
23 Have you prepared all notes, minutes, agreements, resolutions (if required)?		✓	
24 Has Points of Review/Notes for Next Year been prepared (ref B)		✓	
25 Has a cover letter and required minutes been prepared?	✓		
26 Have all material findings been communicated in cover letter?	✓		
27 Any items that need to be addressed re current record keeping/bookkeeping?		✓	
28 Have you contributed at least one Value Add Idea?	✓		
29 Have you updated all Dropbox file names to correct conventions for all clients?	✓		
30 Have you updated the job description?	✓		

**Additional SMSF Matters**

	Y/N	N/A	Comments
31 Ensure Contribution do not exceed contribution caps		✓	
32 Are benefits paid over the minimum amount requirements?		✓	
33 Have all audit/compliance issues been addressed?		✓	
34 Have all required annual minutes been prepared?		✓	
35 Have additional minutes been prepared for all material/unusual events?		✓	
36 Has Investment Strategy been prepared/updated/copy reprinted?	✓		
37 Are trustee details correct in F/S and ITR?	✓		
38 Are Binding Death Nominations required (need updating every 3 years)		✓	
39 Have Trustee's minuted their consideration of taking out life insurance (2013 FY Onwards)		✓	
40 Has Payment Slip been attached?		✓	
41 Does the client have to pass the work test to contribute to super?		✓	
42 Was the fund maintained solely for retirement or retirement related purposes?	✓		
43 Did the Fund loan monies or give financial assistance to members or relatives?		✓	
44 Did the Fund purchase asset from related parties?		✓	
45 Has the appropriate reserving strategy documentation been prepared?		✓	
46 Do you need to prepare a Request to Adjust Concessional Contributions form in Class?		✓	
47 Did the Fund borrow monies during the year?		✓	
48 Do you need to include a Title Search?		✓	
49 If a member has a pension, and they or spouse had money in accumulation mode, do you need an actuarial certificate?		✓	
50 Does the fund have any investments that need a 'Third party not related' minute?		✓	
51 Do you have a rental statement or market value rent valuation if there is a rental?		✓	
52 Has the superfund sold a property during the year? If Yes, has bare trust company been deregistered?		✓	
53 Have you checked the exceptions report?	✓		

**Pre - Audit Check**

	Y/N	N/A	Comments
53 Is there a SIGNED engagement letter on file?	✓		
54 Have you checked to ensure Financial Statements Audit Reports are correct?	✓		
55 WPs to include 3rd party confirmations of insurance premiums		✓	
56 WPs to include copies of evidence of existence and valuation of all assets @ 30June	✓		
57 WPs to include in Audit Pack full Hub 24 Annual Tax Statement and Cash account transactions		✓	
58 Copy of original bank statements showing account owner in WPs to verify ownership by SF	✓		
59 Evidence of 'Deduction for personal super contributions' approved ATO form		✓	
60 Do we have a current ASIC statement for the Corporate trustee of the SMSF?		✓	

Prepared by: MA Initials: \_\_\_\_\_ Date: 13/09/2023  
 Reviewed by: \_\_\_\_\_ Initials: \_\_\_\_\_ Date: \_\_\_\_\_

**Value Add Ideas:**

- |                                 |   |
|---------------------------------|---|
| 1 Taxation planning             | 9 Assistance in Refinancing                   |
| 2 Benchmarking                  | 10 Improved bookkeeping/tax compliance        |
| 3 Super co-contribution         | 11 Automation of account procedures           |
| 4 Salary sacrificing            | 12 Risk & general insurance needs             |
| 5 Government Grants/Rebates     | 13 Superannuation/retirement issues           |
| 6 Cash Flow/Budget preparation  | 14 Investment planning/review                 |
| 7 Management Assistance/reviews | 15 Indirect taxes (eg. FBT, Payroll Tax, GST) |
| 8 Asset Protection              | 16 Business Succession issues                 |

# Start of a Happy Life Superannuation Fund

## Detailed Trial Balance as at 30 June 2023

Prior Year		Description	Current Year	
Debits	Credits		Debits	Credits
<b>INCOME</b>				
		Increase in Market Value - Shares in Listed Companies		
15,369.48	-	<b>I1</b> Rio Tinto Limited	-	7,697.58 ✓
-	13,050.04	Dividends - Shares in Listed Companies		
		<b>I2</b> Rio Tinto Limited	-	6,513.46 ✓
		Interest - Cash At Bank		
-	2.38	<b>I3</b> Macquarie Cash Management Trust A/C 123987299	-	474.98 ✓
<b>EXPENSE</b>				
1,701.70	-	<b>E1</b> Accountancy Fee	1,707.20 ✓	-
320.00	-	<b>E2</b> Audit Insurance	320.00 ✓	-
259.00	-	SMSF Supervisory Levy	259.00	-
<b>INCOME TAX</b>				
1,615.80	-	Income Tax Expense	705.15	-
<b>PROFIT &amp; LOSS CLEARING ACCOUNT</b>				
-	6,213.56	Profit & Loss Clearing Account	11,694.67	-
<b>ASSETS</b>				
		Shares in Listed Companies		
65,933.40	-	<b>A1</b> Rio Tinto Limited	73,630.98 ✓	-
		Cash At Bank		
24,941.62	-	<b>A2</b> Macquarie Cash Management Trust A/C 123987299	29,989.03 ✓	-
		Current Tax Assets		
-	1,615.80	<b>L1</b> Provision for Income Tax	-	705.15 ✓
		Current Tax Assets - Franking Credits - Shares in Listed Companies		
3,915.01	-	<b>A3</b> Rio Tinto Limited	1,954.04 ✓	-
<b>LIABILITIES</b>				
<b>MEMBER ENTITLEMENTS</b>				
		Mrs Janet O'hara		
-	93,174.23	Accumulation	-	104,868.90
<u>114,056.01</u>	<u>114,056.01</u>		<u>120,260.07</u>	<u>120,260.07</u>

**Start of a Happy Life Superannuation Fund**  
**Statement of Taxable Income**  
For the Period from 1 July 2022 to 30 June 2023

Description	Tax Return Ref.	Amount
<b><u>Income</u></b>		
<b>Section B</b>		
Total Gross Interest	C	474.00
Total Franked Dividend Amount	K	4,559.00
Total Dividend Franking Credit	L	1,954.00
<b>Total Assessable Income</b>		<b>6,987.00</b>
<b><u>Deductions</u></b>		
<b>Section C</b>		
Total Management and Administration Expenses	J	2,027.00
Total Other Deductions	L	259.00
<b>Total Deductions</b>		<b>2,286.00</b>
<b>Taxable Income or Loss</b>	(V - N) O	<b>4,701.00</b>
<b><u>Income Tax Calculation Statement</u></b>		
<b>Section D</b>		
<b>Gross Tax</b>		
Gross Tax @ 15% for Concessional Income	30 Jun 2023 T1	705.15
<b>Total Gross Tax</b>		<b>705.15</b>
<b>Rebates and Offsets</b>	C	<b>0.00</b>
<b>SUBTOTAL</b>		<b>705.15</b>
Total Credit: Refundable Franking Credits	E1	1,954.04
<b>Total Eligible Credits</b>		<b>0.00</b>
<b>Net Tax Payable</b>		<b>(1,248.89)</b>
Total Supervisory Levy	L	259.00
<b>Total Amount Due / (Refundable)</b>		<b>(989.89)</b>

---

**Start of a Happy Life Superannuation Fund**  
**Investment Revaluation as at 30 June 2023**

---

Investment	Price Date	Market Price	Quantity	Market Value	Change in Market Value
<b>Listed Securities Market</b>					
RIO Rio Tinto Limited (ASX:RIO)	30 Jun 2023	114.69000	642.00000	73,630.98	7,697.58
<b>Listed Securities Market Total</b>				<b>73,630.98</b>	<b>7,697.58</b>
<b>Fund Total</b>				<b>73,630.98</b>	<b>7,697.58</b>

038900 002 RIO



MRS JANET O'HARA &  
MRS KAY BAZELEY  
<START OF HAPPY LIFE S/F A/C>  
50 KEPPLERGROVE DRIVE  
SIPPY DOWNS QLD 4556

total=3519.07+2994.39=\$6,513.46 ✓  
FC=1055.72+898.32=\$1,954.04 ✓

## Dividend Statement

Holder Identification Number	HIN WITHHELD
Record Date	12 August 2022
Payable Date	22 September 2022
Half Year Ended	30 June 2022
Tax File Number	Quoted
Shareholding	642
AUD Dividend Rate Per Share	383.70 cents
AUD Franked Dividend Payable	\$2,463.35
AUD Unfranked Dividend Payable	\$0.00
AUD Franking Credits	\$1,055.72
AUD Tax Withheld	\$0.00
AUD Dividend Amount	\$2,463.35

**\$3,519.07**

Shareholder helpline number: 1800 813 292  
New Zealand holders: 0800 450 740  
International shareholders: +61 (3) 9415 4030  
www.investorcentre.com/rio

Computershare Investor Services Pty Ltd, GPO Box 2975, Melbourne VIC 3001 Australia

## Dividend advice - Interim dividend for the half year ended 30 June 2022

Dear shareholder,

On 27 July 2022 Rio Tinto declared a 2022 interim dividend of 383.70 Australian cents per share (equivalent to 267.00 US cents). A payment has been made to your nominated bank account in accordance with your details shown below.

The dividend is payable on ordinary shares registered in your name and entitled to participate as at the record date of 12 August 2022. For income tax purposes this dividend is fully franked (100 per cent) at the tax rate of 30 per cent.

Yours sincerely

Tim Paine  
Joint Company Secretary

**BANKING INSTRUCTION**  
MACQUARIE BANK LTD  
BSB: 184-446 ACC: XXXXXX99

Date Payable: 22 September 2022  
Payment Amount: \$2,463.35

Please retain this dividend statement for your records.

Manage your holdings online: Register at [www.investorcentre.com/rio](http://www.investorcentre.com/rio)

Elect direct credit payment and electronic communications at Investor Centre, our free self-service website is available 24/7. Manage your shareholdings online, the easy way!

View any outstanding payments



Change payment options



Switch to ecommunications



View your Shareholding



Change your address



Update your TFN



037175 002 RIO



MRS JANET O'HARA &  
MRS KAY BAZELEY  
<START OF HAPPY LIFE S/F A/C>  
50 KEPPLER GROVE DRIVE  
SIPPY DOWNS QLD 4556

Holder Identification Number	HIN WITHHELD
Record Date	10 March 2023
Payable Date	20 April 2023
Year Ended	31 December 2022
Tax File Number	Quoted
Shareholding	642
AUD Dividend Rate Per Share	326.49 cents
AUD Franked Dividend Payable	\$2,096.07
AUD Unfranked Dividend Payable	\$0.00
AUD Franking Credits	<b>\$898.32</b>
AUD Tax Withheld	\$0.00
AUD Dividend Amount	<b>\$2,096.07</b>

Shareholder helpline number: 1800 813 292 **\$2,994.39**  
 New Zealand holders: 0800 450 740  
 International shareholders: +61 (3) 9415 4030  
[www.investorcentre.com/rio](http://www.investorcentre.com/rio)  
 Computershare Investor Services Pty Ltd, GPO Box 2975, Melbourne VIC 3001 Australia

### Dividend advice - Final dividend for the year ended 31 December 2022

Dear shareholder,

On 22 February 2023 Rio Tinto declared a 2022 final dividend of 326.49 Australian cents per share (equivalent to 225.00 US cents). A payment has been made to your nominated bank account in accordance with your details shown below.

The dividend is payable on ordinary shares registered in your name and entitled to participate as at the record date of 10 March 2023. For income tax purposes this dividend is fully franked (100 per cent) at the tax rate of 30 per cent.

Yours sincerely

Tim Paine  
Joint Company Secretary

**BANKING INSTRUCTION**  
MACQUARIE BANK LTD  
BSB: 184-446 ACC: XXXXXX99

Date Payable: 20 April 2023  
Payment Amount: \$2,096.07

Please retain this dividend statement for your records.

Manage your holdings online: Register at [www.investorcentre.com/rio](http://www.investorcentre.com/rio)

Elect direct credit payment and electronic communications at Investor Centre, our free self-service website is available 24/7. Manage your shareholdings online, the easy way!

View any outstanding payments



Change payment options



Switch to ecommunications



View your Shareholding



Change your address



Update your TFN



## Transactions: Macquarie Cash Management Trust A/C 123987299 - Start of a Happy Life Superannuation Fund

Date Range: 01/07/2022 to 30/06/2023

## Macquarie Cash Management Trust A/C 123987299

	Date	Narrative	Debit	Credit	Balance	Quantity
Macquarie Cash Management Trust A/C 123987299						
	01/07/2022	Opening Balance	\$	0.00 \$	0.00 Cr	
	29/07/2022	MACQUARIE CMA INTEREST PAID	\$	7.14 \$	7.14 Cr	
	31/08/2022	MACQUARIE CMA INTEREST PAID	\$	15.83 \$	22.97 Cr	
	30/09/2022	MACQUARIE CMA INTEREST PAID	\$	23.00 \$	45.97 Cr	
	31/10/2022	MACQUARIE CMA INTEREST PAID	\$	32.56 \$	78.53 Cr	
	30/11/2022	MACQUARIE CMA INTEREST PAID	\$	36.75 \$	115.28 Cr	
	30/12/2022	MACQUARIE CMA INTEREST PAID	\$	42.45 \$	157.73 Cr	
	31/01/2023	MACQUARIE CMA INTEREST PAID	\$	48.32 \$	206.05 Cr	
	28/02/2023	MACQUARIE CMA INTEREST PAID	\$	42.84 \$	248.89 Cr	
	31/03/2023	MACQUARIE CMA INTEREST PAID	\$	50.49 \$	299.38 Cr	
	28/04/2023	MACQUARIE CMA INTEREST PAID	\$	49.05 \$	348.43 Cr	
	31/05/2023	MACQUARIE CMA INTEREST PAID	\$	63.45 \$	411.88 Cr	
	30/06/2023	MACQUARIE CMA INTEREST PAID	\$	63.10 \$	474.98 Cr	
	Total Macquarie Cash Management Trust A/C 123987299		\$	0.00 \$	474.98 \$	474.98 Cr
	Total Macquarie Cash Management Trust A/C 123987299		<b>0.00</b> \$	<b>474.98</b> \$	<b>474.98</b> \$	<b>Cr</b>





## AUDIT SHIELD SERVICE

Start of a Happy Life Superannuation Fund  
 4 Potts St  
 PALMVIEW QLD 4553

### Tax Receipt

TAI-23490117  
 Ref: STAR0001  
 6 July 2022

#### Details

Expiry Date: 31 July 2023 at 4p.m.  
 Level of Cover: \$ 10,000.00  
 Turnover Category: Self-Managed Super Fund

#### Payment

Fee for Audit Shield service participation:	\$ 290.91
GST Added:	\$ 29.09
Amount Paid:	<b>\$ 320.00</b>
Paid Date:	*6 July 2022

\* Participation in the Audit Shield service is active the **next business day** upon receipt of payment.

Name of Entities / Individuals to be covered:

**Start of a Happy Life Superannuation Fund**

Date: 13/09/2023

Dear Sir/Madam,

Thank you for your enquiry and below is the account balance(s) of your portfolio as of close of business on: 30/06/2023

**RIO TINTO LIMITED**  
**RIO ORDINARY FULLY PAID SHARES**

Name	Share Type	Register	Quantity	
MRS JANET O'HARA + MRS KAY BAZELEY <START OF HAPPY LIFE S/F> X*****9966	CHESS Sponsored	VIC	642	X \$114.69=\$73,630.98 ✓
<b>Total</b>			<b>642</b>	

Sincerely,

Computershare

Only Computershare managed holdings are listed.

## Account Name

JANET O'HARA &amp; KAY BAZELEY ATF THE START OF A HAPPY LIFE SUPERANNUATION FUND



## Cash Management Account Transaction Listing Report

## Your transactions

Please check each entry on this report. If you think there is an error or unauthorised transaction, please contact us right away.

Date	Description	Debits	Credits	Balance
<b>Jul 2022</b>				
	<b>Opening balance</b>			<b>24,941.62 CR</b>
Jul 5	TRANSACT FUNDS TFR TO INITIATIVE	320.00		24,621.62 CR
Jul 11	TRANSACT FUNDS TFR TO INITIATIVE	1,707.20		22,914.42 CR
Jul 29	MACQUARIE CMA INTEREST PAID		7.14	22,921.56 CR
<b>Aug 2022</b>				
Aug 24	ATO ATO005000016814526		2,040.21	24,961.77 CR
Aug 31	MACQUARIE CMA INTEREST PAID		15.83	24,977.60 CR
<b>Sep 2022</b>				
Sep 21	RIO TINTO LTD AUI22/00148514		2,463.35	27,440.95 CR
Sep 30	MACQUARIE CMA INTEREST PAID		23.00	27,463.95 CR
<b>Oct 2022</b>				
Oct 31	MACQUARIE CMA INTEREST PAID		32.56	27,496.51 CR
<b>Nov 2022</b>				
Nov 30	MACQUARIE CMA INTEREST PAID		36.75	27,533.26 CR
<b>Dec 2022</b>				
Dec 30	MACQUARIE CMA INTEREST PAID		42.45	27,575.71 CR
<b>Jan 2023</b>				
Jan 31	MACQUARIE CMA INTEREST PAID		48.32	27,624.03 CR
<b>Feb 2023</b>				
Feb 28	MACQUARIE CMA INTEREST PAID		42.84	27,666.87 CR
<b>Mar 2023</b>				
Mar 31	MACQUARIE CMA INTEREST PAID		50.49	27,717.36 CR
<b>Apr 2023</b>				
Apr 20	RIO TINTO LTD AUF22/00145607		2,096.07	29,813.43 CR
Apr 28	MACQUARIE CMA INTEREST PAID		49.05	29,862.48 CR
<b>May 2023</b>				
May 31	MACQUARIE CMA INTEREST PAID		63.45	29,925.93 CR
<b>Jun 2023</b>				
Jun 30	MACQUARIE CMA INTEREST PAID		63.10	29,989.03 CR
	<b>Closing balance</b>			<b>29,989.03 CR</b>

## Check we have your latest details

New contact details? Contact us to update them.

## End of transaction listing report

**BSB**  
184446

**Account No.**  
000123987299

**Account Name**  
JANET O'HARA & KAY BAZELEY ATF THE START  
OF A HAPPY LIFE SUPERANNUATION FUND

Janet O'Hara  
4 POTTS ST  
PALMVIEW QLD 4553



---

# Cash Management Account Transaction Listing Report

From 1 July 2022 to 30 June 2023

## Overview of this transaction listing report

---

Opening balance	- Total debits	+ Total credits	= Closing balance
\$24,941.62 <b>CR</b>	\$2,027.20	\$7,074.61	\$29,989.03 <b>CR</b>

---



## Income tax 551

---

<b>Date generated</b>	13 September 2023
<b>Overdue</b>	\$0.00
<b>Not yet due</b>	\$0.00
<b>Balance</b>	\$0.00

## Transactions

---

2 results found - from **13 September 2021** to **13 September 2023** sorted by **processed date** ordered **oldest to newest**

Processed date	Effective date	Description	Debit (DR)	Credit (CR)	Balance
19 Aug 2022	19 Aug 2022	Tax return Self Man Superfund - Income Tax for the period from 01 Jul 21 to 30 Jun 22		\$2,040.21	\$2,040.21 CR
19 Aug 2022	24 Aug 2022	EFT refund for Income Tax for the period from 01 Jul 21 to 30 Jun 22	\$2,040.21		<b>\$0.00</b>

---