



Mr RW & Mrs M B Howard
 Howard RW & MB Super Fund
 PO Box 277
 KINGSCOTE SA 5223

Tax Invoice
013773
 Ref: HOWA0006
 30 June, 2020

Description	Amount
<p>FOR PROFESSIONAL SERVICES PROVIDED AS FOLLOWS:</p> <p>Preparation of financial statements and reports, revaluation of assets of the fund, arranging for the fund to be audited including the provision of financial reports and supporting source documentation to the auditor, preparation of the fund taxation return, preparation of audit engagement letter and superannuation fund management/trustee representation letter, preparation of minutes of meeting, review of minimum pension payment and other compliance matters, printing, binding and forwarding financial statements, reports, taxation return and other documentation etc to you, lodging of return with the ATO, collating scanning and filing of all documents and working papers for the year.</p> <p>Further details/services are as follows: *</p> <p>16/04/2020 DISCUSSIONS/ADVICE. Telephone discussions between Bernie and Michael regarding taxation matters. Part-time only chargeable</p> <p>09/06/2020 FINANCIAL ACCOUNTS PREPARATION Preparation of auditor engagement letter. Preparation of auditor representation letter. Printed ATO Income Tax Account and Integrated Client Account. Coded and posted bank statements. Posted auditor fee. Posted breakdown of term deposit. Office consideration with Michael regarding queries. Adjustments to accounts regarding same. Preparation of minutes of meeting. Phone call to Bernie regarding queries. Finalised financial statements. Scanned supporting documents. Emailed to auditor.</p> <p>TAXATION RETURN(S) PREPARATION Preparation of draft taxation return.</p> <p>23/06/2020 DISCUSSIONS/ADVICE. Telephone discussions between Bernie and Michael and email yesterday to Bernie by Michael regarding minimum pension payments for this current 2020 fin year.</p> <p>29/06/2020 FINANCIAL ACCOUNTS PREPARATION Phone call to auditor regarding process of audit. Resent information.</p>	<p>735.00</p>

Description	Amount
30/06/2020 LETTER/BINDING/FORWARDING: Binding of financial accounts and taxation returns, tagging of returns and other documents for signatures, lodging of taxation return with the ATO and collating, scanning and filing of records and returns.	
30/06/2020 FINANCIAL ACCOUNTS PREPARATION Printed financial statements, auditors report and supporting documents. TAXATION RETURN(S) PREPARATION Finalised and printed taxation return. Preparation of letter.	
GST	73.50
Terms: 7 DAYS FROM THE DATE OF THIS INVOICE	
	Amount Due: \$ 808.50
Direct Credit Details: Bendigo Bank, BSB 633-000, Account Number 148349855	

Please detach the portion below and return for payment

Remittance Advice			
Howard RW & MB Super Fund		Invoice: 013773	
		Ref: HOWA0006	
Cheque	Mastercard	Visa	30 June, 2020
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Amount Due: \$ 808.50
Card Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	CCV	<input type="text"/> <input type="text"/> <input type="text"/>
Cardholder	Signature	Expiry Date	