



**Blue Chip Super**

[www.bluechipsuper.com.au](http://www.bluechipsuper.com.au)

21 March 2021

Mr Paul & Mrs Andrea Cairns  
**P & A Cairns Family Super Fund**  
11 Connewarre Close  
Wyndham VIC 3024

Dear Paul and Andrea,

**RE: SUPERANNUATION FUND TAX RETURN AND FINANCIAL STATEMENTS**

Please find enclosed the signing pages for the financial report and tax return for the above entity for the year ended 30 June 2020.

Please review the financial report and tax return that were emailed to you to ensure that they are to your satisfaction.

**Record keeping**

The tax law requires that you keep all documentation that relates to the tax return, generally for at least five years (calculated from the date the records were prepared or obtained, or from the date the transactions or acts to which the records relate were completed, whichever is the later).

The Tax Office regularly conducts tax audits, including business record keeping audits and substantiation audits, over a wide range of taxpayers and it is essential that all supporting documentation is retained for the period specified to enable the figures in the tax return to be verified.

**Documents for Signature**

Please sign and return the documents where indicated.

**Tax position for the year ended 30 June 2020**

Based on the tax return being assessed as lodged, there is a tax payable of \$259.00 which is made up entirely of the Tax Office supervisory levy of \$259.00. Further, based on the Business Activity Statement completed, GST of \$323 is refundable to the SMSF.

Should you have any queries please do not hesitate to contact me.

Yours sincerely

**Troy Mojsoski**

## Signature as prescribed in tax return

# Self-managed superannuation fund annual return 2020

**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 2020* (NAT 71287).

- ❗ The *Self-managed superannuation fund annual return instructions 2020* (NAT 71606) (the instructions) can assist you to complete this annual return.
- ⊖ The SMSF annual return cannot be used to notify us of a change in fund membership. You must update fund details via [ABR.gov.au](http://ABR.gov.au) or complete the Change of details for superannuation entities form (NAT 3036).

**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  in ALL applicable boxes.

- Postal address for annual returns:

**Australian Taxation Office**  
**GPO Box 9845**  
**[insert the name and postcode**  
**of your capital city]**

For example;

**Australian Taxation Office**  
**GPO Box 9845**  
**SYDNEY NSW 2001**

**Section A: Fund information**

**1 Tax file number (TFN)**

- To assist processing, write the fund's TFN at the top of pages 3, 5, 7 and 9.

- ❗ 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 2020 return?

**A** No  Yes

Is this the first required return for a newly registered SMSF?

**B** No  Yes

Signature as prescribed in tax return

Tax File Number

985479595

**6 SMSF auditor**

Auditor's name

Title: Mr  Mrs  Miss  Ms  Other 

Family name

Boys

First given name

Tony

Other given names

SMSF Auditor Number

100014140

Auditor's phone number

0410712708

Postal address

PO Box 3376

Suburb/town

Rundle Mall

State/territory

SA

Postcode

5000

Date audit was completed

A  /  / 

Was Part A of the audit report qualified?

B No  Yes 

Was Part B of the audit report qualified?

C No  Yes 

If Part B of the audit report was qualified, have the reported issues been rectified?

D No  Yes **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 Fund's financial institution account details**

This account is used for super contributions and rollovers. Do not provide a tax agent account here.

Fund BSB number

182512

Fund account number

964343776

Fund account name

P &amp; A Cairns Family Super Fund

I would like my tax refunds made to this account.  Go to C.**B Financial institution account details for tax refunds**

This account is used for tax refunds. You can provide a tax agent account here.

BSB number

Account number

Account name

**C Electronic service address alias**

Provide the electronic service address alias (ESA) issued by your SMSF messaging provider. (For example, SMSFdataESAAlias). See instructions for more information.

Signature as prescribed in tax return

Tax File Number

- 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 Amounts? **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

**10 Exempt current pension income**

Did the fund pay retirement phase superannuation income stream benefits 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** \$

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.

Signature as prescribed in tax return

Tax File Number

**Section B: Income**

**Do not complete this section** if all superannuation interests in the SMSF were supporting superannuation income streams in the retirement phase for the **entire year**, there was **no** other income that was assessable, and you **have not** realised a deferred notional gain. 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 or you elected to use the transitional CGT relief in 2017 and the deferred notional gain has been realised, complete and attach a *Capital gains tax (CGT) schedule 2020*.

Have you applied an exemption or rollover? **M** No  Yes  Code

Net capital gain **A** \$

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

Gross interest **C** \$

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

Gross foreign income **D1** \$  Net foreign income **D** \$  Loss

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

Transfers from foreign funds **F** \$  Number

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

**Calculation of assessable contributions**  
Assessable employer contributions  
**R1** \$

plus Assessable personal contributions  
**R2** \$

plus **\*\*No-TFN-quoted contributions**  
**R3** \$   
*(an amount must be included even if it is zero)*

less Transfer of liability to life insurance company or PST  
**R6** \$

Gross distribution from partnerships **I** \$  Loss

\*Unfranked dividend amount **J** \$

\*Franked dividend amount **K** \$

\*Dividend franking credit **L** \$

\*Gross trust distributions **M** \$  Code

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

**Calculation of non-arm's length income**

\*Net non-arm's length private company dividends  
**U1** \$

plus \*Net non-arm's length trust distributions  
**U2** \$

plus \*Net other non-arm's length income  
**U3** \$

\*Other income **S** \$  Code

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

**Net non-arm's length income**  
**U** \$   
*(subject to 45% tax rate) (U1 plus U2 plus U3)*

#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** **W** \$  Loss   
*(Sum of labels A to U)*

Exempt current pension income **Y** \$

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

Signature as prescribed in tax return

Tax File Number

**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         | <b>A1</b> \$ <input type="text" value="14,341"/> | <b>A2</b> \$            | <input type="text"/>              |
| Interest expenses overseas                 | <b>B1</b> \$ <input type="text"/>                | <b>B2</b> \$            | <input type="text"/>              |
| Capital works expenditure                  | <b>D1</b> \$ <input type="text"/>                | <b>D2</b> \$            | <input type="text"/>              |
| Decline in value of depreciating assets    | <b>E1</b> \$ <input type="text" value="9,905"/>  | <b>E2</b> \$            | <input type="text"/>              |
| Insurance premiums – members               | <b>F1</b> \$ <input type="text"/>                | <b>F2</b> \$            | <input type="text"/>              |
| SMSF auditor fee                           | <b>H1</b> \$ <input type="text"/>                | <b>H2</b> \$            | <input type="text"/>              |
| Investment expenses                        | <b>I1</b> \$ <input type="text" value="7,582"/>  | <b>I2</b> \$            | <input type="text"/>              |
| Management and administration expenses     | <b>J1</b> \$ <input type="text" value="522"/>    | <b>J2</b> \$            | <input type="text"/>              |
| Forestry managed investment scheme expense | <b>U1</b> \$ <input type="text"/>                | <b>U2</b> \$            | <input type="text"/>              |
| Other amounts                              | <b>L1</b> \$ <input type="text"/>                | <b>L2</b> \$            | <input type="text"/>              |
|  | <input type="text" value="Code"/>                |                         | <input type="text" value="Code"/> |
| Tax losses deducted                        | <b>M1</b> \$ <input type="text" value="39"/>     |                         |                                   |

**TOTAL DEDUCTIONS**  
**N** \$   
 (Total **A1** to **M1**)

**TOTAL NON-DEDUCTIBLE EXPENSES**  
**Y** \$   
 (Total **A2** to **L2**)

**#TAXABLE INCOME OR LOSS**  
**O** \$   Loss  
 (TOTAL ASSESSABLE INCOME less TOTAL DEDUCTIONS)

**TOTAL SMSF EXPENSES**  
**Z** \$   
 (N plus Y)

#This is a mandatory label.

Signature as prescribed in tax return

Tax File Number

985479595

### 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 2020* on how to complete the calculation statement.

|                                     |              |                                   |   |
|-------------------------------------|--------------|-----------------------------------|---|
| #Taxable income                     | <b>A \$</b>  | <input type="text" value="0"/>    | (an amount must be included even if it is zero) |
| #Tax on taxable income              | <b>T1 \$</b> | <input type="text" value="0.00"/> | (an amount must be included even if it is zero) |
| #Tax on no-TFN-quoted contributions | <b>J \$</b>  | <input type="text" value="0.00"/> | (an amount must be included even if it is zero) |
| <b>Gross tax</b>                    | <b>B \$</b>  | <input type="text" value="0.00"/> | (T1 plus J)                                     |

|                           |              |                      |  |
|---------------------------|--------------|----------------------|--|
| Foreign income tax offset | <b>C1 \$</b> | <input type="text"/> | Non-refundable non-carry forward tax offsets |
| Rebates and tax offsets   | <b>C2 \$</b> | <input type="text"/> |  |
|                           |              |                      | <b>C \$</b> <input type="text"/>             |
|                           |              |                      | (C1 plus C2)                                 |

**SUBTOTAL 1**

**T2 \$**

(B less C – cannot be less than zero)

|   |              |                                   |
|---|--------------|-----------------------------------|
| Early stage venture capital limited partnership tax offset                                    | <b>D1 \$</b> | <input type="text" value="0.00"/> |
| Early stage venture capital limited partnership tax offset carried forward from previous year | <b>D2 \$</b> | <input type="text" value="0.00"/> |
| Early stage investor tax offset   | <b>D3 \$</b> | <input type="text" value="0.00"/> |
| Early stage investor tax offset carried forward from previous year                            | <b>D4 \$</b> | <input type="text" value="0.00"/> |

**Non-refundable carry forward tax offsets**

**D \$**

(D1 plus D2 plus D3 plus D4)

**SUBTOTAL 2**

**T3 \$**

(T2 less D – cannot be less than zero)

|   |              |                                   |                                  |
|---|--------------|-----------------------------------|----------------------------------|
| Complying fund's franking credits tax offset    | <b>E1 \$</b> | <input type="text"/>              | Refundable tax offsets           |
| No-TFN tax offset                               | <b>E2 \$</b> | <input type="text"/>              |                                  |
| National rental affordability scheme tax offset | <b>E3 \$</b> | <input type="text"/>              |                                  |
| Exploration credit tax offset                   | <b>E4 \$</b> | <input type="text" value="0.00"/> |                                  |
|   |              |                                   | <b>E \$</b> <input type="text"/> |
|   |              |                                   | (E1 plus E2 plus E3 plus E4)     |

**#TAX PAYABLE T5 \$**

(T3 less E – cannot be less than zero)

**Section 102AAM interest charge**

**G \$**

Signature as prescribed in tax return

Tax File Number

|  |                                   |
|--|-----------------------------------|
| Credit for interest on early payments – amount of interest                       |                                   |
| <b>H1 \$</b>   | <input type="text"/>              |
| Credit for tax withheld – foreign resident withholding (excluding capital gains) |                                   |
| <b>H2 \$</b>   | <input type="text"/>              |
| Credit for tax withheld – where ABN or TFN not quoted (non-individual)           |                                   |
| <b>H3 \$</b>   | <input type="text"/>              |
| Credit for TFN amounts withheld from payments from closely held trusts           |                                   |
| <b>H5 \$</b>   | <input type="text" value="0.00"/> |
| Credit for interest on no-TFN tax offset   |                                   |
| <b>H6 \$</b>   | <input type="text"/>              |
| Credit for foreign resident capital gains withholding amounts                    |                                   |
| <b>H8 \$</b>   | <input type="text" value="0.00"/> |
| <b>Eligible credits</b>  |                                   |
| <b>H \$</b>  | <input type="text"/>              |
| <i>(H1 plus H2 plus H3 plus H5 plus H6 plus H8)</i>                              |                                   |

|   |             |                                   |
|---|-------------|-----------------------------------|
| <b>#Tax offset refunds</b><br><small>(Remainder of refundable tax offsets)</small>  | <b>I \$</b> | <input type="text" value="0.00"/> |
| <i>(unused amount from label E – an amount must be included even if it is zero)</i> |             |                                   |

**PAYG instalments raised**

**K \$**

**Supervisory levy**

**L \$**

**Supervisory levy adjustment for wound up funds**

**M \$**

**Supervisory levy adjustment for new funds**

**N \$**

|   |             |                                     |
|---|-------------|-------------------------------------|
| <b>AMOUNT DUE OR REFUNDABLE</b><br><small>A positive amount at S is what you owe, while a negative amount is refundable to you.</small> | <b>S \$</b> | <input type="text" value="259.00"/> |
| <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 2020.

Tax losses carried forward to later income years **U \$**

Net capital losses carried forward to later income years **V \$**

Signature as prescribed in tax return

Tax File Number

### Section F: Member information

#### MEMBER 1

Title: Mr  Mrs  Miss  Ms  Other

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

OPENING ACCOUNT BALANCE \$

**I** Refer to instructions for completing these labels.

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** \$

Proceeds from primary residence disposal

**H** \$

Receipt date Day  / Month  / Year

**H1**

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 Amounts)

**M** \$

**TOTAL CONTRIBUTIONS N** \$

(Sum of labels **A** to **M**)

#### Other transactions

Allocated earnings or losses

**O** \$   Loss

Inward rollovers and transfers

**P** \$

Outward rollovers and transfers

**Q** \$

Lump Sum payments

**R1** \$  Code

Income stream payments

**R2** \$  Code

Accumulation phase account balance

**S1** \$

Retirement phase account balance - Non CDBIS

**S2** \$

Retirement phase account balance - CDBIS

**S3** \$

TRIS Count

**CLOSING ACCOUNT BALANCE S** \$

(**S1** plus **S2** plus **S3**)

Accumulation phase value **X1** \$

Retirement phase value **X2** \$

Outstanding limited recourse borrowing arrangement amount **Y** \$

Signature as prescribed in tax return

Tax File Number

**MEMBER 2**

Title: Mr  Mrs  Miss  Ms  Other

Family name

First given name

Other given names

Member's TFN See the Privacy note in the Declaration.  Date of birth  /  /

**Contributions**

OPENING ACCOUNT BALANCE \$

**I** Refer to instructions for completing these labels.

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** \$

Proceeds from primary residence disposal

**H** \$

Receipt date Day  / Month  / Year

**H1**

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 Amounts)

**M** \$

**TOTAL CONTRIBUTIONS N** \$

(Sum of labels **A** to **M**)

**Other transactions**

Allocated earnings or losses **O** \$

Loss

Inward rollovers and transfers **P** \$

Outward rollovers and transfers **Q** \$

Lump Sum payments **R1** \$

Code

Income stream payments **R2** \$

Code

Accumulation phase account balance **S1** \$

Retirement phase account balance - Non CDBIS **S2** \$

Retirement phase account balance - CDBIS **S3** \$

TRIS Count

**CLOSING ACCOUNT BALANCE S** \$

(**S1** plus **S2** plus **S3**)

Accumulation phase value **X1** \$

Retirement phase value **X2** \$

Outstanding limited recourse borrowing arrangement amount **Y** \$

Signature as prescribed in tax return

Tax File Number

**Section H: Assets and liabilities**

**15 ASSETS**

15a Australian managed investments

Listed trusts **A** \$

Unlisted trusts **B** \$

Insurance policy **C** \$

Other managed investments **D** \$

15b Australian direct investments

Cash and term deposits **E** \$

**Limited recourse borrowing arrangements**

Australian residential real property

**J1** \$

Australian non-residential real property

**J2** \$

Overseas real property

**J3** \$

Australian shares

**J4** \$

Overseas shares

**J5** \$

Other

**J6** \$

Property count

**J7**

Debt securities **F** \$

Loans **G** \$

Listed shares **H** \$

Unlisted shares **I** \$

Limited recourse borrowing arrangements **J** \$

Non-residential real property **K** \$

Residential real property **L** \$

Collectables and personal use assets **M** \$

Other assets **O** \$

15c Other investments

Crypto-Currency **N** \$

15d Overseas direct investments

Overseas shares **P** \$

Overseas non-residential real property **Q** \$

Overseas residential real property **R** \$

Overseas managed investments **S** \$

Other overseas assets **T** \$

**TOTAL AUSTRALIAN AND OVERSEAS ASSETS U** \$

(Sum of labels **A** to **T**)

15e 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  \$

Signature as prescribed in tax return

Tax File Number

**15f Limited recourse borrowing arrangements**

If the fund had an LRBA were the LRBA borrowings from a licensed financial institution? **A** No  Yes

Did the members or related parties of the fund use personal guarantees or other security for the LRBA? **B** No  Yes

**16 LIABILITIES**

|  |   |   |
|--|---|---|
| Borrowings for limited recourse borrowing arrangements   | <b>V1 \$</b> <input type="text" value="265,834"/> | Borrowings <b>V \$</b> <input type="text" value="265,834"/> |
| Permissible temporary borrowings   | <b>V2 \$</b> <input type="text"/>                 |   |
| Other borrowings   | <b>V3 \$</b> <input type="text"/>                 |   |
| Total member closing account balances (total of all <b>CLOSING ACCOUNT BALANCES</b> from Sections F and G) |   | <b>W \$</b> <input type="text" value="218,422"/>            |
| Reserve accounts   |   | <b>X \$</b> <input type="text"/>                            |
| Other liabilities  |   | <b>Y \$</b> <input type="text"/>                            |
| <b>TOTAL LIABILITIES</b>   |   | <b>Z \$</b> <input type="text" value="484,256"/>            |

**Section I: Taxation of financial arrangements**

**17 Taxation of financial arrangements (TOFA)**

Total TOFA gains **H \$**

Total TOFA losses **I \$**

**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 2019-20 income year, write **2020**). **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 2020*. **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 2020* for each election. **C**

If revoking an interposed entity election, print **R**, and complete and attach the *Interposed entity election or revocation 2020*. **D**

Signature as prescribed in tax return

Tax File Number

985479595

**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](http://ato.gov.au/privacy)

**TRUSTEE'S OR DIRECTOR'S DECLARATION:**

I declare that, the current trustees and directors have authorised this annual return and it is documented as such in the SMSF's records. I have received a copy of the audit report and are aware of any matters raised therein. The information on this annual return, including any attached schedules and additional documentation is true and correct.

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

22-Mar-21

DocuSigned by:  
Paul Cairns

Date  /  / **Preferred trustee or director contact details:**Title: Mr  Mrs  Miss  Ms  Other 

Family name

Cairns

First given name

Paul

Other given names

Phone number 

Email address

paul.cairns@target.com.au

Non-individual trustee name (if applicable)

P &amp; A Cairns Family Super Pty Ltd

ABN of non-individual trustee Time taken to prepare and complete this annual return  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 2020 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

22-Mar-21

DocuSigned by:  
Troy Mojsoski

Date  /  / **Tax agent's contact details**Title: Mr  Mrs  Miss  Ms  Other 

Family name

Mojsoski

First given name

Troy

Other given names

Tax agent's practice

Blue Chip Super

Tax agent's phone number

1300975999

Reference number

P&amp;ACAIRN0100

Tax agent number

78364005

**P & A Cairns Family Super Fund**  
**P & A Cairns Family Super Pty Ltd ACN: 613188720**  
**Trustees Declaration**



The directors of the trustee company have determined that the fund is not a reporting entity and that the special purpose financial statements should be prepared in accordance with the accounting policies described in Note 1 to the financial statements.

In the opinion of the directors of the trustee company:

- (i) the financial statements and notes to the financial statements for the year ended 30 June 2020 present fairly, in all material respects, the financial position of the superannuation fund at 30 June 2020 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;
- (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 superannuation fund has been carried out in accordance with its trust deed and in compliance with the requirements of the Superannuation Industry (Supervision) Act 1993 and associated Regulations during the year ended 30 June 2020.

Signed in accordance with a resolution of the directors of the trustee company by:

DocuSigned by:

*Paul Cairns*

.....0082178AFEB04FB.....

Paul Cairns  
P & A Cairns Family Super Pty Ltd  
Director

DocuSigned by:

*Andrea Cairns*

.....B1A26D768E894DE.....

Andrea Cairns  
P & A Cairns Family Super Pty Ltd  
Director

22-Mar-21

Dated this ..... day of .....2021

## P & A Cairns Family Super Fund

# Compilation Report



We have compiled the accompanying special purpose financial statements of the P & A Cairns Family Super Fund which comprise the statement of financial position as at 30/06/2020 the operating statement for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1 to the financial statements.

### The Responsibility of the Trustee

The Trustee of P & A Cairns Family Super Fund are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the financial reporting framework used is appropriate to meet their needs and for the purpose that the financial statements were prepared.

### Our Responsibility

On the basis of information provided by the Trustee, we have compiled the accompanying special purpose financial statements in accordance with the financial reporting framework as described in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the financial reporting framework described in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110: Code of Ethics for Professional Accountants.

### Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the directors of the trustee company who are responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the special purpose financial statements.

Blue Chip Super

of

PO Box 1777, Wollongong Dc, New South Wales 2500

Signed:

DocuSigned by:  
  
765D929B51324BE...

Dated: 11/03/2021

.....**Electronic Lodgment Declaration (SMSF)**

**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](http://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](http://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 | Name of Fund                   | Year |
|-----------------|--------------------------------|------|
| 985479595       | P & A Cairns Family Super Fund | 2020 |

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:

- .....
- All the information provided to the agent for the preparation of this tax return, including any applicable schedules is true and correct; and
  - I authorise the agent to lodge this tax return.

Signature of Partner, Trustee, or Director

DocuSigned by:  
  
 0082178AFEB4FB...

Date

22-Mar-21

/ /

## 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.**

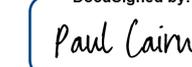
This declaration must be signed by the partner, trustee, director or public officer prior to the EFT details being transmitted to the Tax Office. If you elect for an EFT, all details below must be completed.

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

|                       |                                |                                      |
|-----------------------|--------------------------------|--------------------------------------|
| <b>Wt i bhBUa Y</b>   | P & A Cairns Family Super Fund |                                      |
| <b>Account Number</b> | 182512 964343776               | <b>Client Reference</b> P&ACAIRN0100 |

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

Signature

DocuSigned by:  
  
 0082178AFEB4EB

Date

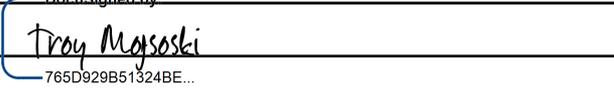
22-Mar-21

/ /

.....Tax Agent's 8 YWUfUjcb

**I declare that:**

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

|                                |  |                             |              |
|--------------------------------|--|-----------------------------|--------------|
| <b>Agent's signature</b> ..... | <small>DocuSigned by:</small><br><br><small>765D929B51324BE...</small> | <b>Date</b>                 | 22-Mar-21 /  |
| <b>Contact name</b>            | Troy Mojsoski  | <b>Client Reference</b>     | P&ACAIRN0100 |
| <b>Agent's Phone Number</b>    | 1300975999 .....   | <b>HUI '5 [ YbhBi a Vyf</b> | 78364005     |

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**P & A Cairns Family Super Fund**

**Minutes of a meeting of the Director(s)**

held on 11 March 2021 at 11 Connewarre Close, Wyndham, Victoria 3024

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|   |   |
|---|---|
| <b>PRESENT:</b>                                     | Paul Cairns and Andrea Cairns   |
| <b>MINUTES:</b>                                     | The Chair reported that the minutes of the previous meeting had been signed as a true record.   |
| <b>FINANCIAL STATEMENTS OF SUPERANNUATION FUND:</b> | <p>It was resolved that the financial statements would be prepared as special purpose financial statements as, in the opinion of the trustee(s), the superannuation fund is a non-reporting entity and therefore is not required to comply with all Australian Accounting Standards.</p> <p>The Chair tabled the financial statements and notes to the financial statements of the superannuation fund in respect of the year ended 30 June 2020 and it was resolved that such statements be and are hereby adopted as tabled.</p>                |
| <b>TRUSTEE'S DECLARATION:</b>                       | It was resolved that the trustee's declaration of the superannuation fund be signed.  |
| <b>ANNUAL RETURN:</b>                               | Being satisfied that the fund had complied with the requirements of the Superannuation Industry (Supervision) Act 1993 (SISA) and Regulations during the year ended 30 June 2020, it was resolved that the annual return be approved, signed and lodged with the Australian Taxation Office.  |
| <b>TRUST DEED:</b>                                  | The Chair tabled advice received from the fund's legal adviser confirming that the fund's trust deed is consistent with all relevant superannuation and trust law.  |
| <b>INVESTMENT STRATEGY:</b>                         | The allocation of the fund's assets and the fund's investment performance over this financial year were reviewed and found to be within the acceptable ranges outlined in the investment strategy. After considering the risk, rate of return and liquidity of the investments and the ability of the fund to discharge its existing liabilities, it was resolved that the investment strategy continues to reflect the purposes and circumstances of the fund and its members. Accordingly, no changes in the investment strategy were required. |
| <b>INSURANCE COVER:</b>                             | The trustee(s) reviewed the current life and total and permanent disability insurance coverage on offer to the members and resolved that the current insurance arrangements were appropriate for the fund.  |
| <b>ALLOCATION OF INCOME:</b>                        | It was resolved that the income of the fund would be allocated to the members based on their average daily balance (an alternative allocation basis may be percentage of opening balance).  |
| <b>INVESTMENT ACQUISITIONS:</b>                     | It was resolved to ratify the investment acquisitions throughout the financial year ended 30 June 2020.   |
| <b>INVESTMENT DISPOSALS:</b>                        | It was resolved to ratify the investment disposals throughout the financial year ended 30 June 2020.  |
| <b>AUDITORS:</b>                                    | <p>It was resolved that</p> <p>Tony Boys</p> <p>of</p> <p>PO Box 3376, Rundle Mall, South Australia 5000</p> <p>act as auditors of the Fund for the next financial year.</p>  |
| <b>TAX AGENTS:</b>                                  | It was resolved that  |

**P & A Cairns Family Super Fund**

**Minutes of a meeting of the Director(s)**

held on 11 March 2021 at 11 Connewarre Close, Wyndham, Victoria 3024



act as tax agents of the Fund for the next financial year.

**TRUSTEE 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 s 120 of the SISA.

**CONTRIBUTIONS RECEIVED:**

It was resolved that the contributions during the year be allocated to members on the basis of the Members Statement accompanying the financial reports.

**ACCEPTANCE OF ROLLOVERS:**

The trustee has ensured that any rollover made to the Fund, meets the requirements of the Fund's deed and does not breach the superannuation laws in relation to:

1. making rollover between Funds; and,
2. breaching the Fund or the member investment strategy.

The trustee has reviewed the rollover and received advice that the rollover is 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 rollover on behalf of the member.

**PAYMENT OF BENEFITS:**

The trustee has ensured that any payment of benefits made from the Fund, meets the requirements of the Fund's deed and does not breach the superannuation laws in relation to:

1. making payments to members; and,
2. breaching the Fund or the member investment strategy.

The trustee has reviewed the payment of the benefit 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 benefits on behalf of the member.

**CLOSURE:**

All resolutions for this meeting were made in accordance with the SISA and Regulations.

There being no further business the meeting then closed.

Signed as a true record –

DocuSigned by:

*Andrea Cairns*

B1A26D768B894DE...

Andrea Cairns

Chairperson

# P & A Cairns Family Super Fund

## Members Statement

Paul Cairns  
11 Connewarre Close  
Wyndham, Victoria, 3024, Australia

### Your Details

Date of Birth : 19/12/1970  
Age: 49  
Tax File Number: Provided  
Date Joined Fund: 01/07/2016  
Service Period Start Date: 05/11/2003  
Date Left Fund:  
Member Code: CAIPAU00002A  
Account Start Date 01/07/2016  
Account Phase: Accumulation Phase  
Account Description: Accumulation

Nominated Beneficiaries N/A  
Vested Benefits 217,577.52  
Total Death Benefit 217,577.52

### Your Balance

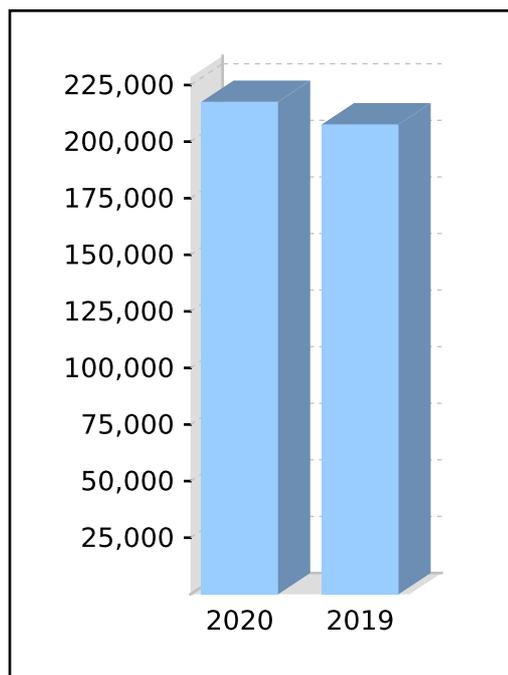
Total Benefits 217,577.52

#### Preservation Components

Preserved 217,577.52  
Unrestricted Non Preserved  
Restricted Non Preserved

#### Tax Components

Tax Free 15,220.04  
Taxable 202,357.48



### Your Detailed Account Summary

|  | This Year  | Last Year   |
|--|------------|-------------|
| Opening balance at 01/07/2019                        | 207,628.78 | 50,164.59   |
| <u>Increases to Member account during the period</u> |            |             |
| Employer Contributions                               | 12,840.32  | 13,151.04   |
| Personal Contributions (Concessional)                |            |             |
| Personal Contributions (Non Concessional)            |            | 907.50      |
| Government Co-Contributions                          |            |             |
| Other Contributions                                  |            |             |
| Proceeds of Insurance Policies                       |            |             |
| Transfers In   |            | 169,750.00  |
| Net Earnings   | (2,883.88) | (26,339.62) |
| Internal Transfer In                                 |            |             |
| <u>Decreases to Member account during the period</u> |            |             |
| Pensions Paid  |            |             |
| Contributions Tax                                    | 1,926.05   | 1,972.69    |
| Income Tax   | (1,918.35) | (1,967.96)  |
| No TFN Excess Contributions Tax                      |            |             |
| Excess Contributions Tax                             |            |             |
| Refund Excess Contributions                          |            |             |
| Division 293 Tax                                     |            |             |
| Insurance Policy Premiums Paid                       |            |             |
| Management Fees                                      |            |             |
| Member Expenses                                      |            |             |
| Benefits Paid/Transfers Out                          |            |             |
| Superannuation Surcharge Tax                         |            |             |
| Internal Transfer Out                                |            |             |
| Closing balance at 30/06/2020                        | 217,577.52 | 207,628.78  |

# P & A Cairns Family Super Fund

## Members Statement

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### Trustee's Disclaimer

This statement has been prepared by the Trustee for the member whose name appears at the top of this statement. 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 error, omission or misprint. All amounts shown in relation to benefits do not take into account any amounts which may be withheld to satisfy the requirements imposed by the Income Tax Assessment Act 1936.

Signed by all the trustees of the fund

DocuSigned by:

*Paul Cairns*

Paul Cairns  
Director

DocuSigned by:

*Andrea Cairns*

Andrea Cairns  
Director

# P & A Cairns Family Super Fund

## Members Statement

Andrea Cairns  
11 Connewarre Close  
Wyndham, Victoria, 3024, Australia

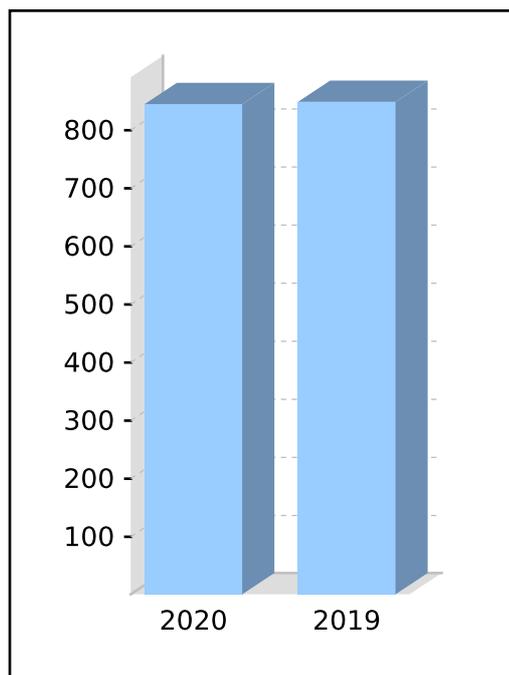
### Your Details

Date of Birth : 06/06/1964  
Age: 56  
Tax File Number: Provided  
Date Joined Fund: 01/07/2016  
Service Period Start Date:  
Date Left Fund:  
Member Code: CAIAND00001A  
Account Start Date 01/07/2016  
Account Phase: Accumulation Phase  
Account Description: Accumulation

Nominated Beneficiaries N/A  
Vested Benefits 844.98  
Total Death Benefit 844.98

### Your Balance

|                                |         |
|--------------------------------|---------|
| Total Benefits                 | 844.98  |
| <u>Preservation Components</u> |         |
| Preserved                      | 844.98  |
| Unrestricted Non Preserved     |         |
| Restricted Non Preserved       |         |
| <u>Tax Components</u>          |         |
| Tax Free                       | 907.50  |
| Taxable                        | (62.52) |



### Your Detailed Account Summary

|  | This Year | Last Year |
|--|-----------|-----------|
| Opening balance at 01/07/2019                        | 848.86    |           |
| <u>Increases to Member account during the period</u> |           |           |
| Employer Contributions                               |           |           |
| Personal Contributions (Concessional)                |           |           |
| Personal Contributions (Non Concessional)            |           | 907.50    |
| Government Co-Contributions                          |           |           |
| Other Contributions                                  |           |           |
| Proceeds of Insurance Policies                       |           |           |
| Transfers In   |           |           |
| Net Earnings   | (11.58)   | (63.37)   |
| Internal Transfer In                                 |           |           |
| <u>Decreases to Member account during the period</u> |           |           |
| Pensions Paid  |           |           |
| Contributions Tax                                    |           |           |
| Income Tax   | (7.70)    | (4.73)    |
| No TFN Excess Contributions Tax                      |           |           |
| Excess Contributions Tax                             |           |           |
| Refund Excess Contributions                          |           |           |
| Division 293 Tax                                     |           |           |
| Insurance Policy Premiums Paid                       |           |           |
| Management Fees                                      |           |           |
| Member Expenses                                      |           |           |
| Benefits Paid/Transfers Out                          |           |           |
| Superannuation Surcharge Tax                         |           |           |
| Internal Transfer Out                                |           |           |
| Closing balance at 30/06/2020                        | 844.98    | 848.86    |

# P & A Cairns Family Super Fund

## Members Statement

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### Trustee's Disclaimer

This statement has been prepared by the Trustee for the member whose name appears at the top of this statement. 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 error, omission or misprint. All amounts shown in relation to benefits do not take into account any amounts which may be withheld to satisfy the requirements imposed by the Income Tax Assessment Act 1936.

Signed by all the trustees of the fund

DocuSigned by:



Paul Cairns

Director

DocuSigned by:



Andrea Cairns

Director

Cannot generate Pension Summary report, no pension member accounts available for the report in selected period.

Warning: This form has been designed to assist you to prepare the ATO's Business Activity Statement. This form cannot be lodged with the ATO.

THE TRUSTEE FOR P & A CAIRNS FAMILY SUPER FUND  
PO BOX 1777  
WOLLONGONG DC NSW 2500

# Annual GST return

## 2020

Revision number false  
Document ID 44209436686  
ABN 22718649161

When completing this form:

- print clearly using a black pen
- round down to whole dollars (do not show cents)
- if reporting a zero amount, print '0', (do not use NIL)
- leave boxes blank if not applicable (do not use N/A, NIL)
- do not report negative figures or use symbols such as +, -, /, \$.

Authorised contact person who completed the form

Contact phone number

**Why have you received this annual GST return?**  
You have chosen to pay GST **annually** or by **instalments**. Please complete this form to calculate and pay any amount you owe the ATO, or to calculate any amount the ATO owes you.

**When is this form due?**  
You **must** return this form (even if nil activity) and make any payment by 17/05/2021

**How to complete this form**

- Complete the boxes (G1, G2, G3, G10 & G11) that apply to your business for the period shown above, using information from your accounts or by using the GST calculation sheet.
- Indicate whether the G1 amount includes GST by writing **X** in the appropriate box.

**Simpler BAS**

Total sales (G1 requires 1A completed) **G1** \$

Does the amount shown at G1 include GST? (indicate with X)  Yes  No

### METHODS OF PAYMENT

#### BPAY®

Contact your financial institution to make this payment from your cheque or savings account. You will need the details listed below.

**Biller Code: 75556**  
**Reference: 4227186491614660**

#### Credit card

Payments can be made online or by phone, visit our website at [ato.gov.au/howtopay](http://ato.gov.au/howtopay) or phone **1300 898 089**. A card-payment fee applies.

#### Other payment options

For more information about other payment options, you can:

- visit our website at [ato.gov.au/howtopay](http://ato.gov.au/howtopay)
- phone us on **1800 815 886**.

Payments cannot be made in person at any of our branches or shopfronts.

**How to complete this section**

- Calculate your GST on sales (1A) and GST on purchases (1B) for the period shown on the front of this form using information from your accounts or by using the GST calculation sheet. Complete 1A & 1B
- If you have a wine equalisation tax obligation, complete 1C & 1D (if appropriate)
- If you have a luxury car tax obligation, complete 1E & 1F (if appropriate)
- If you are a GST instalment payer, add up the amounts at G21 (or G23 if you varied your instalment amount) on your activity statement(s) for the period shown on the front of this form. Write the amount at 1H
- Calculate and complete 2A & 2B
- Complete the 'Payment or refund' section

**Summary****Amounts you owe the ATO**GST on sales **1A** \$ Wine equalisation tax **1C** \$ Luxury car tax **1E** \$ **1A + 1C + 1E 2A** \$ **Amounts the ATO owes you**GST on purchases **1B** \$ Wine equalisation tax refundable **1D** \$ Luxury car tax refundable **1F** \$ GST instalments (amounts reported at G21 or G23 in your BAS for the period shown on front) **1H** \$ **1B + 1D + 1F + 1H 2B** \$ **Payment or refund?****Is 2A more than 2B?**

(indicate with X)

Yes, then write the result of **2A minus 2B** at 9. **This amount is payable to the ATO.**No, then write the result of **2B minus 2A** at 9. **This amount is refundable to you** (or offset against any other tax debt you have).**Your payment or refund amount****9** \$ 

❗ Do not use symbols such as +, -, /, \$

**Declaration** I declare that the information given on this form is true and correct, and that I am authorised to make this declaration. The tax invoice requirements have been met.

DocuSigned by:

22-Mar-21

Signature

Paul Cairns

Date / /

0082178AFEB4FB...

**Return this completed form to**Locked Bag 1793  
Penrith NSW 1793**HRS****MINS** 

Estimate the time taken to complete this form. Include the time taken to collect any information.

❗ Taxation laws authorise the ATO to collect information including personal information about individuals who may complete this form. For information about privacy and personal information go to [ato.gov.au/privacy](http://ato.gov.au/privacy). Activity statement instructions are available from [ato.gov.au](http://ato.gov.au) or can be ordered by phoning **13 28 66**.**Warning: This form has been designed to assist you to prepare the ATO's Business Activity Statement.****This form cannot be lodged with the ATO.****PAYMENT SLIP**

ATO code 0000 0156 03

ABN

Amount paid

EFT code 4227186491614660

Australian Taxation Office  
Locked Bag 1936  
ALBURY NSW 1936

P & A Cairns Family Super Fund  
11 Connewarre Close  
Wyndham VIC 3024

Dear Trustees

P & A Cairns Family Super Fund  
**Audit Engagement Letter**

**Objectives and Scope of the Audit**

You have requested that we audit the financial statements of the SMSF for the year ended 30 June 2020. We are pleased to confirm our acceptance and understanding of this engagement by means of this letter.

Our audit will be performed in accordance with Australian Auditing Standards, the *Superannuation Industry (Supervision) Act 1993* (SISA) and the *Superannuation Industry (Supervision) Regulations* (SISR) with the objective of expressing an opinion on the financial report and the fund's compliance with the specified requirements of the SISA and the SISR.

**Our Responsibilities**

We will conduct our audit in accordance with Australian Auditing Standards. Those Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance as to whether the financial report is free from material misstatement.

An audit involves performing audit procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. An audit also includes evaluating the appropriateness of the financial reporting framework, accounting policies used and the implementation and operation of accounting and internal control systems that are designed to prevent and detect fraud and error, as well as evaluating the overall presentation of the financial report.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatement may not be detected, even though the audit is properly planned and performed in accordance with Australian Auditing Standards.

In making our risk assessments, we consider internal control relevant to the entity'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 entity's internal control. We will, however, communicate to you in writing any significant deficiencies in internal control relevant to the audit of the financial report that we have identified during the audit.

**Trustees' Responsibilities**

Our audit will be conducted on the basis that the trustee(s) acknowledge and understand that they have responsibilities:

- For the preparation of the financial report that gives a true and fair view in accordance with the Australian Auditing Standards, other mandatory reporting requirements and the SIS Act and SIS Regulations is that of the trustee(s);
- For such internal control as the trustee(s) determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error; and
- To provide us with:
  - Access to all information of which the trustees are aware that is relevant to the preparation of the financial report such as records, documentation and other matters;

- Additional information that we may request from the trustees for the purpose of the audit; and
- Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from trustees written confirmation concerning representations made to us in connection with the audit.

Australian Auditing Standards require that we determine whether the financial reporting framework applied in the preparation of this special purpose of financial report is acceptable. If we determine the financial reporting framework to be unacceptable, we will not be able to undertake the audit engagement unless the framework is amended and then determined to be acceptable.

If a qualified audit report is to be issued following the completion of our audit, we will advise the details to you in a timely manner and prior to the issue of our report.

### **Audit of SIS Compliance**

For the year ended 30 June 2020, we are required to form an opinion in respect of compliance with certain aspects of SIS. Our report must refer to the following sections and regulations:

Sections: 17A, 35AE, 35B, 35C(2), 52, 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, 13.22C

### **Report on Significant Matters**

Under section 129 of the 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 the Act or Regulations which we believe has occurred, is occurring or may occur.

We are also required to report to the ATO, as regulator, any contravention of the SISA and the SISR, where we believe the contravention may affect the interests of the members of beneficiaries of the fund.

In addition, we are also required under section 130 to report to you if we believe the superannuation fund may be, or may be about to become, in an unsatisfactory financial position. If we are not satisfied with your response as trustee(s) as to the action taken to rectify the situation or we receive no response, we are obliged to report the matter to the ATO.

A failure on the part of the trustee to rectify these breaches to the satisfaction of the ATO may result in significant penalties to the trustee and the fund itself.

In addition to our report on the financial statements, we will also report to you any material weaknesses in the fund's system of accounting and internal control which come to our notice during the course of our audit.

### **Quality Control**

The conduct of our audit in accordance Australian Auditing Standards means that information acquired by us in the course of our audit 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 expressed consent.

Our audit files may, however, be subject to review as part of the quality control review program of Regulators and or Professional Bodies which monitors compliance with professional standards by its members.

We advise you that by signing this letter you acknowledge that, if requested, our audit files relating to this audit will be made available under this program. Should this occur, we will advise you. The same strict confidentiality requirements apply under this program as apply to us as your auditor.

**Independence/Conflict of Interest**

We have established policies and procedures designed to ensure our independence, including policies on holding financial interests in the superannuation fund and other related parties, rotation of audit partners, business relationships, employment relationships, and the provision of non-audit services in accordance with professional statement APES 110 – Code of Ethics for Professional Accountants.

**Outsourced Services**

We do not use any outsourced services in overseas locations when conducting client assignments.

**Data Storage**

We use data storage located in the office but it may be replicated to other locations.

Accepting our services as part of this engagement agreement indicates your acceptance of the use of outsourced services, cloud hosted software and outsourced data storage under the conditions outlined above.

**Limitation of Liability**

Our firm’s liability to you or any other user of the audit report is limited by a Scheme approved under Professional Standards Legislation.

**Other**

We would appreciate acknowledgement of terms and conditions set out in this letter. Please note that this letter will be effective for future years unless the terms of the engagement are altered by future correspondence.

Please sign and return the attached copy of this letter to indicate that it is in accordance with your understanding of the arrangements for our audit of the financial report.

If you have any queries in relation to this please contact me.

To: MR ANTHONY BOYS

I/We hereby confirm your appointment as Auditor under the above terms of engagement.

For and on behalf of P & A Cairns Family Super Pty Ltd as trustee for the P & A Cairns Family Super Fund

**Signed &  
Dated**

|   |   |           |
|---|---|-----------|
| DocuSigned by:<br><i>Paul Cairns</i><br><small>0082178AFEB04FB...</small> | DocuSigned by:<br><i>Andrea Cairns</i><br><small>B1A26D768B894DE...</small> | 22-Mar-21 |
|---|---|-----------|

Yours sincerely  
ANTHONY BOYS – REGISTERED COMPANY AUDITOR

**DATED:**

Signed document to be returned to P.O. Box 3376 Rundle Mall 5000

ANTHONY BOYS  
PO BOX 3376,  
RUNDLE MALL 5000

Dear Anthony,

P & A Cairns Family Super Fund  
**Superannuation Fund Management/Trustee Representation Letter**

In connection with your audit examination of the financial report of P & A Cairns Family Super Fund for the year ended 30 June 2020, hereby confirm, at your request that to best of our knowledge and belief, the following representation relating to the accounts are correct.

**Financial Report**

We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter, for the preparation of the financial report.

The management/trustee have determined that the fund is not a reporting entity for the year ended 30 June 2020 and that 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 requirement of the SISA and the SISR, and to confirm that the financial report is free of material misstatements, including omissions.

**Sole Purpose**

The fund has been maintained for the sole purpose of providing superannuation benefits to its members and their dependents.

**Superannuation Fund Books/Records/Minutes**

- (a) We have made available to you all financial records and related data, other information, explanations and assistance necessary for the conduct of the audit.
- (b) We have made available to you Minutes of all trustee(s)' meetings and the Trust Deed.
- (c) We have established and maintained an adequate internal control structure to facilitate the preparation of reliable financial statements, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- (d) We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities.
- (e) Records maintained during the period were in accordance with the Australian Taxation Office requirements.

**Asset Form**

The assets of the superannuation fund are being held in a form suitable for the benefit of the members of the fund, and have been held in accordance with the fund's investment strategy.

### **Ownership and Pledging of Assets**

The superannuation fund has satisfactory title to all assets disclosed in the Statement of Financial Position. Investments are registered in the name of the trustee(s).

No assets of the superannuation fund have been pledged to secure liabilities of the superannuation fund or of others.

### **Investments**

- (a) We have considered the requirement of generally accepted accounting standards in regards to impairment of assets when assessing the impairment of assets and in ensuring that no assets are stated in excess of their recoverable amount.
- (b) There are no commitments, fixed or contingent, for the purchase or sale of long-term investments that have not been disclosed in the financial statements.
- (c) The investment strategy has been determined with due regard to risk, return, liquidity, diversity and the insurance needs of fund members, and the assets of the fund are in line with this strategy.
- (d) All investments are acquired, maintained and disposed of on an arm's length basis.

### **Trust Deed**

The superannuation fund is being conducted in accordance with its Trust Deed.

### **Superannuation Industry (Supervision) Act and Regulations**

- (a) The fund meets the definition of a self-managed superannuation fund under the SISA.
- (b) The fund has been conducted in accordance with the SISA, the SISR and its governing rules at all times during the year. Also there were no amendments to the governing rules during the year, except as notified to you.
- (c) The fund is being conducted in accordance with the SISA and the SISR, in particular the relevant requirements of the following provisions:  
  
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
- (d) The trustee(s) have been nominated and may only be removed in such manner and circumstances as are allowed in the Trust Deed.
- (e) The trustees are not disqualified persons under s126K of the SISA.
- (f) Any vacancy among the trustee(s) is filled in accordance with the Trust Deed.
- (g) The trustee(s) have complied with all trustee standards set out in SISR and the covenant prescribed by section 52 of the SISA.
- (h) The trustee(s) have complied with all investment standards set out in the SISA and the SISR.
- (i) Information retention obligations have been complied with.

- (j) All contributions accepted and benefits paid have been in accordance with the governing rules of the fund and relevant provisions of the SISA and the SISR.

There are no breaches or possible breaches of the SIS legislation whose effects should be considered for disclosure in the financial report or to the Australian Taxation Office.

#### **Commitments**

- (a) There are no material commitments for construction or acquisition of property, plant and equipment to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.
- (b) There were no commitments for purchase or sale of securities or assets or any options given by the fund including options over share capital.

#### **Taxation**

- (a) We have calculated income tax expense, current tax liability, deferred tax liability and deferred tax asset according to the definitions of taxable income and allowable deductions. We have calculated and recognised all other applicable taxes according to the relevant tax legislation.
- (b) There are no activities that invoke the anti-avoidance provisions of any applicable tax legislation.

#### **Borrowings**

The trustees have not borrowed money on behalf of the superannuation fund with the exception of borrowings which were allowable under the SIS Act and the SIS Regulations.

#### **Related Parties**

- (a) The fund has not made any loans to, or provided financial assistance to members of the fund or their relatives.
- (b) No asset has been acquired from a member or related party other than as permitted under the SISA and the SISR.
- (c) Related party transactions and related amounts receivable or payable have been properly disclosed in the financial statements.
- (d) All related party transactions have been conducted on commercial terms as if the transaction was undertaken on an arms length basis in accordance with section 109 of the SIS Act, **AND** those related party transactions do not contravene *practical Compliance Guidelines* issued by the Regulator regarding non arms length Income and non arms length expenditure.

#### **Accounting Misstatement Detected by Audit**

There has been no misstatement noted by audit during the course of the current year audit.

#### **Insurance**

The superannuation fund has an established procedure whereby an officer reviews at least annually the adequacy of insurance cover on all assets and insurable risks where relevant. This review has been

performed and where it is considered appropriate, assets and insurable risks of the superannuation fund are adequately covered by insurance.

#### **Accounting Estimates**

We confirm the significant assumptions used in making accounting estimates are reasonable.

#### **Fair Value Measurements and Disclosures**

We confirm that significant assumptions used in fair value measurements and disclosures are reasonable and appropriately reflect our intent and ability to carry out specific courses of action on behalf of the fund.

#### **Going Concern**

In the opinion of the trustees there are reasonable grounds to believe that the superannuation fund will be able to:

- Pay its debts as and when they fall due.
- Continue as a going concern for the foreseeable future.

We, therefore, confirm that the going concern basis is appropriate for the financial report.

#### **Events after Balance Sheet Date**

We are not aware of any events that have occurred between the financial reporting date to the date of this letter that we need to disclose or recognise in the financial report.

#### **Comparative Information**

We confirm that there have been no restatements made to correct a material misstatement in the prior period financial report that affects the comparative information.

#### **Fraud and Error**

- (a) There has been no:
  - (i) Fraud, error, or non-compliance with laws and regulations involving management or employees who have a significant role in the internal control structure.
  - (ii) Fraud, error, or non-compliance with laws and regulations that could have a material effect on the financial report.
  - (iii) Communication from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.
- (b) The superannuation fund has disclosed to the auditor all significant facts relating to any frauds or suspected frauds known to management that may have affected the superannuation fund.
- (c) The superannuation fund has disclosed to the auditor the results of its assessment of the risk that the financial report may be materially misstated as a result of fraud.
- (d) The superannuation fund has disclosed to the auditor the results of its assessment of the risk that the financial report may be materially misstated as a result of fraud.

## Legal Matters

We confirm that all matters that may result in legal action against the fund or the trustees in respect of the fund, have been discussed with a solicitor and brought to the attention of the auditor so that a solicitor's representation letter may be obtained.

## General

- (a) Neither the superannuation fund nor any Trustees have any plans or intentions that may materially affect the book value or classification of assets and liabilities at balance sheet date.
- (b) The superannuation fund accepts responsibility for the implementation and operations of accounting and internal control systems that are designed to prevent and detect fraud and error. We have established and maintained adequate internal control to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.
- (c) There are no violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial report or as a basis for recording an expense.
- (d) The superannuation fund has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.

We understand that your examination was made in accordance with the Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the fund taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

## Additional Matters

There are no additional matters.

**Signed by the Directors of P & A Cairns Family Super Pty Ltd as Trustee for the P & A Cairns Family Super Fund**

DocuSigned by:  
  
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**Director / Trustee**

DocuSigned by:  
  
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**Director / Trustee**