

Client:

The Cubit Superannuation Fund

Code: CUB01S

W/P:

Index

Initials

Date

Prep by:

RGL

03-Feb-22

Rev by:

INDEX OF WORKPAPERS

As at:

30-Jun-21

Contact:

Terry & Judith Cubit

Elizabeth Meiklejohn
Cleared Date/Init

Ref.		Leadsheet Title	Links	Applies	Comments or Notes	Cleared Date/Init
		Job Management		✓		
A	1	MAPS - Matters for Attention Partner/Principal				
	2	Items forward				
	3	Checklist				
	3a	Reviewer Checklist				
	4	Investment Strategy	A4			
	4a	Asset Strategy Comparison			Print from Class	
	5	Review points	A5			
	6	Queries	A6			
	7	Notes for Auditor	A7			
		Financial Statements				
B	2	Income Tax Return				
	3	Final Trial Balance				
	3a	Final General Ledger				
		PROFIT and LOSS ITEMS				
		Contributions & Rollovers				
C		Members Statements			Print from Class	
	1	Contributions Received & Contributions Cap Report			Print from Class	
	1a	s290-170 Deductibility Notices				
	2	Rollovers				
		Gains & Losses				
D	1a	Realised Gains Report	D1		Print from Class	
	1b	Sale Documents				
		Investment Income				
E	1	Investment Income Summary Report & Distribution Reconciliation Report			Print from Class	
	1a	Trust Distributions - Annual Tax Statements				
	2	Investment Income Comparison Report			Print from Class	
	2a	Dividend Statements				
	3	Rental Property Schedule			Print from Class	
	3a	Rental Income & Expense Documents				
	4	Foreign Exchange Gains/(Losses)				
	5	Interest Received				
	6	Other Income				
		Member Benefit Payments				
F	1	Benefits Paid & Pension Limit Report			Print from Class	
	1a	Pension Minutes				
	2	Lump Sum				
	2a	Commutations Minutes/Agreements				
	3	Rollouts				
	4	Release Authorities				
G		Expenses				
		BALANCE SHEET ITEMS				
		Investments				
L	1	Investment Portfolio Report			Print from Class	
	1a	Investment Confirmations				
M	1	Fixed Assets and Depreciation Schedule				
		Other Assets				
N	1	Cash and Bank (including Overdraft)				
O	1	Other Assets				
	2	Borrowing Costs	O2			
P	1	Sundry Assets				
		Income Tax				
Q	2	Tax reconciliation	Q2			
	2a	Actuarial Certificate				
	3	GST Reconciliation	Q3			
	3a	BAS Statements				
		Liabilities				
R	1	Sundry Creditors				
T	1	Other Liabilities				
		OTHER				
V		Notes				
W						
X		Exceptions Report			Print from Class	
Y		Other relevant or supporting documents				
ZZ		Associate Details/ABR/NowInfinity/Membership Application			Confirm Trustee(s) and/or Directors of Corporate Trustee & Members of the Fund	