

Date: 26/08/2021
Client: Bradley & Laura Edmunds
Address: 2a Beaconsfield Street, Fullarton 5063

Re: Engagement of SMSF Australia Pty Ltd

Following our discussions, we are pleased to accept your appointment as your SMSF Accountant providing you with specialised Self Managed Super Fund accounting and administration services. Our firm seeks to act in the best interests of our clients at all times and to provide the highest level of professional services.

Professional Fees and Payments

All professional fees for the services provided to you will be based on the time and degree of skill and acumen required to complete the tasks required, including out of pocket expenses and statutory charges, unless otherwise agreed between the parties. This amount will be quoted prior to the start of any major project.

Work completed outside of quoted scope are based on our professional fees being:

Partner	\$ 250.00 per hour
Accountant	\$ 150.00 per hour
Bookkeeper/other staff	\$ 70.00 per hour

For work undertaken for periods of less than an hour, the rate shall be charged in 15 minute blocks, or part thereof. All professional fees are GST exclusive.

Any estimate of the cost of service is only an estimate unless otherwise agreed and the actual cost may vary. It is not always possible to provide an accurate estimate of the total cost, as the total cost may change due to unforeseeable problems and delays, the cooperation or otherwise of third persons and deficiencies in documentation. If the costs are likely to be significantly higher than originally estimated, we will provide you with an additional letter of engagement informing you of this and setting out the reasons for the likely increase.



P: 1300 392 544

A: 435 Fullarton Rd, Highgate SA 5063, Australia

Quality Review

As the business includes Chartered Tax Advisers, Fellows of the Taxation Institute of Australia and the IPA we are subject to periodic quality assurance reviews. Unless otherwise advised by yourself, by engaging SMSF Australia Pty Ltd, you are consenting to your files possibly being part of such a quality review.

Standards

We aim to provide the highest standard of professional service and are focused on the concerns of our clients. If for any reason you feel you have not received the level of service expected or have an issue to raise, please contact myself to discuss how the problem may be resolved.