

Client: **Tweed Superannuation Fund**Code: **LIT06S**

W/P:	Index
Initials	Date
BTW	26-Sep-23
Rev by:	

INDEX OF WORKPAPERSAs at: **30-Jun-23**Contact: **Stuart & Sharon**

Prep by:

Rev by:

Ref.		Leadsheet Title	Links	Applies	Comments or Notes	Cleared Date/Init
A		Job Management		✓		
	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			
B		Financial Statements				
	2	Income Tax Return				
	3	Final Trial Balance				
	3a	Final General Ledger				
PROFIT and LOSS ITEMS						
C		Contributions & Rollovers				
		Members Statements			Print from Class	
	1	Contributions Received & Contributions Cap Report			Print from Class	
	1a	s290-170 Deductibility Notices				
	2	Rollovers				
	3	Super Contributions Reserves				
	3a	Minute				
D		Gains & Losses				
	1a	Realised Gains Report	D1		Print from Class	
E		Investment Income				
	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)				
F		Member Benefit Payments				
	1	Benefits Paid & Pension Limit Report			Print from Class	
	1a	Pension Minutes				
	2	Lump Sum				
G		Expenses				
	2a	Commutations Minutes/Agreements				
	3	Rollouts				
	4	Release Authorities				
BALANCE SHEET ITEMS						
L		Investments				
	1	Investment Portfolio Report			Print from Class	
M		Other Assets				
	1a	Investment Confirmations				
N	1	Fixed Assets and Depreciation Schedule				
		Other Assets				
O	1	Cash and Bank (including Overdraft)				
	1	Other Assets				
P	2	Borrowing Costs	Q2			
	1	Sundry Assets				
Q		Income Tax				
	2	Tax reconciliation	Q2			
	2a	Actuarial Certificate				
	3	GST Reconciliation	Q3			
R		Liabilities				
	3a	BAS Statements				
T	1	Sundry Creditors				
	1	Other Liabilities				
OTHER						
V		Notes				
W						
X						
Y		Other relevant or supporting documents				
ZZ		Associate Details/Company Extract			Individual Trustees (1st Yr Only)/Directors of Corporate Trustee (Every year)	