

Client: **P & L Duffy Super Fund**Code: **DUF06S1**

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| Initials | Date      |
| BO       | 21-Jul-21 |
| Rev by:  |           |

**INDEX OF WORKPAPERS**As at: **30-Jun-21**

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|------------------------------|----|---|--------------------|---------|-------------------|-------------------|
| A                            |    | <b>Job Management</b>   |                    | ✓       |                   |                   |
|                              | 1  | MAPS - Matters for Attention Partner/Principal                        |                    |         |                   |                   |
|                              | 2  | Items forward   |                    |         |                   |                   |
|                              | 3  | Checklist   |                    | ✓       |                   |                   |
|                              | 3a | Reviewer Checklist  |                    |         |                   |                   |
|                              | 4  | Investment Strategy   | <a href="#">A4</a> | ✓       |                   |                   |
|                              | 4a | Asset Strategy Comparison   |                    | ✓       | Print from Class  |                   |
|                              | 5  | Review points   | <a href="#">A5</a> |         |                   |                   |
|                              | 6  | Queries   | <a href="#">A6</a> | ✓       |                   |                   |
|                              | 7  | Notes for Auditor   | <a href="#">A7</a> |         |                   |                   |
| B                            |    | <b>Financial Statements</b>   |                    |         |                   |                   |
|                              | 2  | Income Tax Return   |                    | ✓       |                   |                   |
|                              | 3  | Final Trial Balance   |                    | ✓       |                   |                   |
|                              | 3a | Final General Ledger  |                    | ✓       |                   |                   |
| <b>PROFIT and LOSS ITEMS</b> |    |   |                    |         |                   |                   |
| C                            |    | <b>Contributions &amp; Rollovers</b>                                  |                    |         |                   |                   |
|                              |    | Members Statements  |                    | ✓       | Print from Class  |                   |
|                              | 1  | Contributions Received & Contributions Cap Report                     |                    | ✓       | Print from Class  |                   |
|                              | 1a | s290-170 Deductibility Notices  |                    | ✓       |                   |                   |
|                              | 2  | Rollovers   |                    | ✓       |                   |                   |
| D                            |    | <b>Gains &amp; Losses</b>   |                    |         |                   |                   |
|                              | 1a | Realised Gains Report   | <a href="#">D1</a> |         | Print from Class  |                   |
|                              | 1b | Sale Documents  |                    |         |                   |                   |
| E                            |    | <b>Investment Income</b>  |                    |         |                   |                   |
|                              | 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                            |    | <b>Member Benefit Payments</b>  |                    |         |                   |                   |
|                              | 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                            |    | <b>Expenses</b>   |                    | ✓       |                   |                   |
|                              |    |   |                    |         |                   |                   |
| <b>BALANCE SHEET ITEMS</b>   |    |   |                    |         |                   |                   |
| L                            |    | <b>Investments</b>  |                    |         |                   |                   |
|                              | 1  | Investment Portfolio Report   |                    | ✓       | Print from Class  |                   |
|                              | 1a | Investment Confirmations  |                    |         |                   |                   |
| M                            | 1  | Fixed Assets and Depreciation Schedule                                |                    |         |                   |                   |
|                              |    | <b>Other Assets</b>   |                    |         |                   |                   |
| N                            | 1  | Cash and Bank (including Overdraft)                                   |                    |         |                   |                   |
| O                            | 1  | Other Assets  |                    |         |                   |                   |
|                              | 2  | Borrowing Costs   | <a href="#">O2</a> |         |                   |                   |
| P                            | 1  | Sundry Assets   |                    |         |                   |                   |

|              |    |  |                    |   |  |  |
|--------------|----|--|--------------------|---|--|--|
| <b>Q</b>     |    | <b>Income Tax</b>  |                    |   |  |  |
|              | 2  | Tax reconciliation                                       | <a href="#">Q2</a> | ✓ |  |  |
|              | 2a | Actuarial Certificate                                    |                    |   |  |  |
|              | 3  | GST Reconciliation                                       | <a href="#">Q3</a> |   |  |  |
|              | 3a | BAS Statements   |                    |   |  |  |
| <b>R</b>     |    | <b>Liabilities</b>                                       |                    |   |  |  |
|              | 1  | Sundry Creditors   |                    |   |  |  |
| <b>T</b>     | 1  | Other Liabilities  |                    |   |  |  |
| <b>OTHER</b> |    |  |                    |   |  |  |
| <b>V</b>     |    | Notes  |                    |   |  |  |
| <b>W</b>     |    |  |                    |   |  |  |
| <b>X</b>     |    | Exceptions Report  |                    |   | Print from Class   |  |
| <b>Y</b>     |    | Other relevant or supporting documents                   |                    |   |  |  |
| <b>ZZ</b>    |    | Associate Details/ABR/NowInfinity/Membership Application |                    | ✓ | Confirm Trustee(s) and/or Directors of Corporate Trustee & Members of the Fund |  |