



Client:

**Lutran Superannuation Fund**

Code:

**LUU01S**

W/P:

**Index**

Initials

Date

Prep by:

**BO**

27-Jul-21

Rev by:

## INDEX OF WORKPAPERS

As at:

**30-Jun-20**

Contact:

Enter Client Contact

Ref.		Leadsheet Title	Links	Applies	Comments or Notes	Cleared Date/Init
<b>A</b>		<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</b>		<b>Financial Statements</b>				
	2	Income Tax Return		✓		
	3	Final Trial Balance		✓		
	3a	Final General Ledger		✓		
<b>PROFIT and LOSS ITEMS</b>						
<b>C</b>		<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		✓		
<b>D</b>		<b>Gains &amp; Losses</b>				
	1a	Realised Gains Report	<a href="#">D1</a>	✓	Print from Class	
	1b	Sale Documents		✓		
<b>E</b>		<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)				
	5	Interest Received		✓		
	6	Other Income		✓		
<b>F</b>		<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		✓		
<b>G</b>		<b>Expenses</b>		✓		
<b>BALANCE SHEET ITEMS</b>						
<b>L</b>		<b>Investments</b>				
	1	Investment Portfolio Report		✓	Print from Class	
	1a	Investment Confirmations		✓		
<b>M</b>	1	Fixed Assets and Depreciation Schedule				
		<b>Other Assets</b>				
<b>N</b>	1	Cash and Bank (including Overdraft)		✓		
<b>O</b>	1	Other Assets				
	2	Borrowing Costs	<a href="#">O2</a>			
<b>P</b>	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				
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<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	