



PRINCIPAL
Ronald G Palmer B. COM., FCA, J.P.

ASSOCIATE
Jacqueline Palmer B.A., F CA

8 December 2020

J & P Byrne Superannuation Fund
PO Box 167
Narrabeen NSW 2101

Invoice No.: 157295 Client Code: JPBY73

TAX INVOICE
ABN: 61 579 834 684

MEMORANDUM OF FEES FOR PROFESSIONAL SERVICES

Processing entries into the General ledger for the year ended 30th June 2020 including the reconciliation of each of the fund bank accounts.

Preparation of supporting work papers and audit questionnaire. \$1,500.00

Preparation of the Financial Statements to the Fund for the year ended 30th June 2020. \$250.00

For Professional Services rendered in the preparation and lodgement of the Fund's Income Tax Return with the Tax Commissioner in respect to the year ended 30th June 2020

Preparation of all necessary statutory documentation including minutes and resolutions for the year ended 30th June 2020, update of the Superannuation Fund Register to the 30th June 2020 and Investment Register to the 30th June 2020.

Attending to correspondence with the Australian Taxation Office and other matters as required. \$750.00

Disbursement

Auditing the financial records of the fund for the year ended 30th June 2020 in accordance with the SIS legislation and regulations and the Australian Taxation Office guidelines paid to Mr J McCann \$500.00

Property Title Search \$ 20.00

\$3,020.00
GST 302.00

TOTAL AMOUNT DUE \$3,322.00

Our terms are strictly 14 days. Your account is due on 22 December 2020



Remittance Advice

J & P Byrne Superannuation Fund

CLIENT CODE: JPB Y73

AMOUNT PAID: \$

INVOICE #: 157295

INVOICE DATE: 08 December 20

TOTAL AMOUNT DUE \$3,322.00

(including GST)

For Direct Deposit:

BSB: **062-155**

Account No: **1035-6240**

(Please quote Invoice number
and client code in reference)

Credit Card: Mastercard/Visa (Please circle)

Card No:

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Expires: ____ / ____

Name on Card:

Signature:
