

## **SMSF Annual Checklist for Tax Return**

### **Bank Accounts:**

Bank statements for all bank accounts that cover the entire Financial year, so this may require extra statements to show 1<sup>st</sup> July and 30<sup>th</sup> June

### **Shares:**

- ☐ Annual Share Statement
- ☐ Dividend Notices issued
- ☐ Buy notices
- ☐ Sell notices
- ☐ Original buy price if any shares have been sold during the financial year
- ☐ HIN Number for shares held

### **Rental Property:**

- ☐ Loan Statements
- ☐ Bank statements
- ☐ Annual rental statements
- ☐ Rates Notices
- ☐ Water notices
- ☐ Insurance renewals
- ☐ Body Corp Notices
- ☐ Repairs and Maintenance – all receipts/invoices
- ☐ Valuation required every year on the property
- ☐ Commercial Property – we will require a copy of the lease

### **Crypto Currency - (may need additional information)**

- ☐ Buy Notices
- ☐ Sell Notices
- ☐ Trade Notices
- ☐ Detailed listing of Trades in CSV:
- ☐ Annual statements (both PDF and CSV format)

### **Gold/Silver – Precious Metals**

- ☐ Storage Fees for where this is stored
- ☐ Annual photos on a current newspaper to show date of photograph
- ☐ Insurance certificate (if required)
- ☐ Market valuation
- ☐ Insurance
- ☐ Stat Dec if stored at own residence

### **Collectibles**

- ☐ Valuations
- ☐ Storage Fees
- ☐ Insurance certificate

**Other**

- ☐ Rollover statements
- ☐ Accounting Fees
- ☐ Audit Fees
- ☐ ASIC Fees (if applicable)
- ☐ Insurance Premium Notices for Life Insurance
- ☐ Legal Fees
- ☐ Property Purchase contract/ sale contract