



SMSF AND TAX ADVISERS



R Accountants
Business Advisors & Registered Tax Agent

Phone: 0402 554 261

Email: rosebook@gmail.com

Office: 13 Frederick St Fawkner VIC 3060



SMSF ACCOUNTING AND AUDIT PACKAGE

Professional Accountants and Business Advisors

13 Fredrick Street

Fawkner 3060

Melbourne

Professional Certifications

IPA CA FNTAA MPA RTA SMSF Association Member



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Self-Managed Superannuation Funds

My business partner is a chartered Accountant and I specialise in SMSF account preparation and Financials. We can offer a limited or a full range of services to your clients, we brand the finished product with your firm's logo and present to you as a PDF file. We can invoice the client directly or your firm - you can then add an 'administration' cost to our invoice and then charge you clients accordingly.

The software we use is BGL Simple Fund and you will receive Financial Statements, Minutes, Tax Return and an Independent Audit. If required we can also convert clients records from any tax return preparation software into our BGL software. We work with accounting firms all over Australia and the process is relatively simple; once the information is available it is scanned and emailed across to our office. Generally within 3-4 days you will receive an email containing the completed file in PDF format.

Require a new company to start your business? We can set up and register your company from the start and look after all the statutory registrations on your behalf.

We pride our self in fast and accurate turn around with minimal work required from your office other than collating the initial information and emailing this to our office for processing.

Our Fee Schedule for your perusal:

Financial Statement preparation

\$950 includes Tax Return

includes up to 10 transactions per month, add \$10 per transaction thereafter; add \$300 if fund is in pension mode and actuaries certificate is required, pension mode and no actuaries certificate required add \$150

Tax return preparation

\$150

Tax Lodgement Fees

Audit

\$450

Setup SMSF (individual trustee(s))

\$900

Includes lodgement of ABN and TFN application

Add corporate trustee

\$900



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Corporate secretarial services are available for \$165 per annual if required

Limited recourse borrowing setup

2700

Plus \$150 administration fee

I welcome the opportunity to discuss this proposal further. Can you please let me know when it would be a good time for me to call you and discuss in detail

Aejaz Nadeem
Rose Business Services

Public Accountants & Registered Tax Agents
Ph. 0402 554 261

Email: rosebook@gmail.com

Website: raccountants.com.au

MPA IPA FNTAA RTA SPAA Member



Tax agent
24639878



IPA INSTITUTE OF PUBLIC
ACCOUNTANTS



Member of the Institute of Public Accountants | Fellow of the National Tax & Accountants Association | Member of the SMSF Professionals' Association of Australia and RG146 complete this year

| A specialist firm with depth of knowledge in the area of Business services, Superannuation & SMSFs |

Michael Jensen | Partner

SMSF Registered Auditor

Michael Jensen & Associates

Chartered Accountant

Mobile: 0425 719 486

Telephone: (03) 9421 6026

Email: michael@mjaa.com.au

Website: www.mjaa.com.au

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Limited liability by a scheme approved under Professional Standards Legislation

Legal Disclaimer

Rose Business Services

Information provided on this website is general in nature and does not constitute financial advice.

General Advice Disclaimer - This website contains general advice only. You need to consider with your financial planner, your investment objectives, financial situation and your particular needs prior to making an investment decision. Rose Business Services and its Authorised Representatives do not accept any liability for any errors or omissions of information supplied on this website.

Superannuation Fund Tax Return Checklist

Name of taxpayer: _____
Address: _____
Preferred Contact No: _____

Year Ending: _____

Information	Information Provided	Not Applicable
Bank Statements		
Bank statements for the Financial Year	<input type="checkbox"/>	<input type="checkbox"/>
Details of all deposits and withdrawals	<input type="checkbox"/>	<input type="checkbox"/>
Cheque book butts and deposit books	<input type="checkbox"/>	<input type="checkbox"/>
Investments		
Details of rent, leasing or hiring income	<input type="checkbox"/>	<input type="checkbox"/>
Maturity notices for term deposits	<input type="checkbox"/>	<input type="checkbox"/>
Distribution statement from trusts	<input type="checkbox"/>	<input type="checkbox"/>
Dividend statements	<input type="checkbox"/>	<input type="checkbox"/>
Statements of returns of capital (from shares)	<input type="checkbox"/>	<input type="checkbox"/>
Contract notes and settlement statements for any shares purchased	<input type="checkbox"/>	<input type="checkbox"/>
Sell notes and settlement statements for shares sold (include original contract notes, if possible)	<input type="checkbox"/>	<input type="checkbox"/>
Confirmation of units purchased in managed funds	<input type="checkbox"/>	<input type="checkbox"/>
Sell notes for units in managed funds sold (include original purchase notes if possible)	<input type="checkbox"/>	<input type="checkbox"/>
Managed funds distribution statements, annual tax statements and capital gains statements	<input type="checkbox"/>	<input type="checkbox"/>
Any off-market transfer forms for any in specie contributions	<input type="checkbox"/>	<input type="checkbox"/>
Confirmation of purchase in forestry managed investment schemes	<input type="checkbox"/>	<input type="checkbox"/>
Annual tax statements for investments in forestry managed investment schemes	<input type="checkbox"/>	<input type="checkbox"/>
Any investments acquired from members or their associates during the income year	<input type="checkbox"/>	<input type="checkbox"/>
Any investments in related parties, including any outstanding distributions to be received	<input type="checkbox"/>	<input type="checkbox"/>
Any other investment assets purchased and sold	<input type="checkbox"/>	<input type="checkbox"/>
Contributions Received		
Records of all employer contributions (including salary-sacrifice contributions)	<input type="checkbox"/>	<input type="checkbox"/>
Records of any after-tax contributions (eg personal contributions)	<input type="checkbox"/>	<input type="checkbox"/>

Information	Information Provided	Not Applicable
Records of any contributions where no tax file number (TFN) was quoted	<input type="checkbox"/>	<input type="checkbox"/>
Written notices from members stating intention to claim deductions for their personal contributions	<input type="checkbox"/>	<input type="checkbox"/>
Acknowledgement notices by trustee to members confirming receipt of notices for personal contributions	<input type="checkbox"/>	<input type="checkbox"/>
Roll-overs		
Details of inward roll-overs	<input type="checkbox"/>	<input type="checkbox"/>
Details of outward roll-overs	<input type="checkbox"/>	<input type="checkbox"/>
Insurance Policies		
Copies of annual life insurance policy provided for members	<input type="checkbox"/>	<input type="checkbox"/>
Copies of death or disability policy provided for members	<input type="checkbox"/>	<input type="checkbox"/>
Benefits Paid		
Copies of any lump sum benefits paid to members	<input type="checkbox"/>	<input type="checkbox"/>
Details of pensions paid to members, including copies of PAYG summaries, if applicable	<input type="checkbox"/>	<input type="checkbox"/>
Common Deductions		
Death or disability premiums	<input type="checkbox"/>	<input type="checkbox"/>
Actuarial costs, accountancy fees and audit fees	<input type="checkbox"/>	<input type="checkbox"/>
Investment expenses, including nature of the expenses	<input type="checkbox"/>	<input type="checkbox"/>
Management and administrative expenses, including nature of the expenses	<input type="checkbox"/>	<input type="checkbox"/>
Other Information		
Details of any derivatives and instalment warrants entered into	<input type="checkbox"/>	<input type="checkbox"/>
Auditor's report for the previous financial year	<input type="checkbox"/>	<input type="checkbox"/>
Copies of Instalment Activity Statements and/or Business Activity Statements lodged for the income year	<input type="checkbox"/>	<input type="checkbox"/>
Copies of minutes of meetings	<input type="checkbox"/>	<input type="checkbox"/>
Copies of trustee declarations for any new trustees, or directors of corporate trustees	<input type="checkbox"/>	<input type="checkbox"/>
Copy of investment strategy	<input type="checkbox"/>	<input type="checkbox"/>
Record of all members as at 30 June	<input type="checkbox"/>	<input type="checkbox"/>
Details of any mergers with other superannuation funds	<input type="checkbox"/>	<input type="checkbox"/>
If you have any doubt about any income or expenses you have received or incurred, bring the documents in with you	<input type="checkbox"/>	<input type="checkbox"/>
Any other information that you think is relevant	<input type="checkbox"/>	<input type="checkbox"/>