

2026 Superannuation Fund Tax Return Checklist

Name of taxpayer: _____

Address: _____

Preferred contact no.: _____

Information	Information provided	Not applicable
Bank statements		
Bank statements for the tax year	☐	☐
Details of all deposits and withdrawals	☐	☐
Cheque book butts and deposit books	☐	☐
Investments		
Details of rent, leasing or hiring income	☐	☐
Maturity notices for term deposits	☐	☐
Distribution statements from trusts	☐	☐
Dividend statements	☐	☐
Statements of returns of capital (from shares)	☐	☐
Contract notes and settlement statements for any shares purchased	☐	☐
Sell notes and settlement statements for shares sold (and original contract notes if possible)	☐	☐
Confirmation for units purchased in managed funds	☐	☐
Sell notes for units in managed funds sold (and original purchase notes if possible)	☐	☐
Managed funds distribution statements, annual tax statements and capital gains statements	☐	☐
Income received through trusts other than managed investment funds	☐	☐
Off-market transfer forms for any in-specie contributions	☐	☐
Details of any investments acquired from members or their associates during the income year	☐	☐
Details of any investments in related parties, including any outstanding distributions to be received	☐	☐
Details of artwork, collectables and personal use assets (storage, insurance, valuations)	☐	☐
Details of any other investment assets purchased and sold	☐	☐
Records of crypto asset transactions	☐	☐

Information	Information provided	Not applicable
Contributions received		
Records of all employer contributions (including salary-sacrifice contributions)	☐	☐
Records of any after-tax contributions (eg personal contributions)	☐	☐
Records of any contributions where no TFN was quoted	☐	☐
Records of any contributions on behalf of spouse	☐	☐
Records of any spouse contributions splits	☐	☐
Details of any unused cap amounts for concessional contribution available to carry forward (total superannuation balance must be less than \$500,000 on 30 June)	☐	☐
Records of any downsizer contributions (up to \$300,000 per person aged 55 or over)	☐	☐
Records of any withdrawal of first home super saver (FHSS) scheme contributions (and associated earnings)	☐	☐
Records of any contributions from disposal of small business assets under capital gains tax small business 15-year exemption or retirement exemption	☐	☐
Details of deductions for personal contributions	☐	☐
Written notices from members stating intention to claim deductions for their personal contributions	☐	☐
Acknowledgement notices by trustee to members confirming receipt of notices for personal contributions	☐	☐
Rollovers		
Details of inward rollovers	☐	☐
Details of outward rollovers	☐	☐
Details of family law superannuation splitting payments and court orders	☐	☐
Insurance policies		
Copies of annual life insurance policy provided for members	☐	☐
Copies of death or disability policy provided for members	☐	☐
Benefits paid		
Details of any lump sum benefits paid to members	☐	☐
Details of any pensions paid to members, including payment summaries/income statements, minimum pension calculation and payment evidence, if applicable	☐	☐
Details of any early release of benefits	☐	☐

Information	Information provided	Not applicable
Common deductions		
Death or disability premiums	☐	☐
Actuarial costs, accountancy fees and audit fees	☐	☐
Investment expenses, including nature of the expenses	☐	☐
Management and administrative expenses, including nature of the expenses	☐	☐
Other information		
Details of any derivatives and instalment warrants entered into	☐	☐
Details of limited resource borrowing arrangements (LRBAs)	☐	☐
Auditor's report for the previous financial year	☐	☐
Copies of Business Activity Statements and/or Instalment Activity Statements lodged for the income year	☐	☐
Copy of trust deed and amendments	☐	☐
Trustee/director details	☐	☐
Copies of minutes of meetings	☐	☐
Copies of trustee declarations for any new trustees, or directors of corporate trustees	☐	☐
Copy of investment strategy and evidence of review	☐	☐
Record of all members as at 30 June 2026	☐	☐
Market valuation evidence for all assets at 30 June 2026	☐	☐
Has trustee/director become a disqualified person due to bankruptcy or conviction for dishonest conduct?	☐	☐
Details of any schemes involving non-arm's length income (NALI)	☐	☐
Details of any schemes involving non-arm's length expenditure (NALE)	☐	☐
Transfer Balance Account Report (TBAR) events and lodged reports	☐	☐
Other receipts or outgoings received or incurred, including where uncertain if assessable/deductible	☐	☐

