

The Complete SMSF Administration Service

Heffron are the SMSF Administration experts.

Our complete SMSF administration service maintains up-to-date and accurate information for your fund during the course of the year, allows you to capitalise on the many planning opportunities available to SMSF trustees and avoids the regulatory threats created by a lack of specialist SMSF skills.

Below is a snapshot of the key inclusions.

administration

- ✓ Maintaining an investment register for listed securities, derivatives, fixed interest, managed funds, direct property and unlisted assets
- ✓ Regular reconciliations of transactions during the course of the year
- ✓ Maintaining individual member records including details of contributions, allocation of earnings and benefit payments
- ✓ Maintaining individual member records including member components and preservation components
- ✓ Maintaining reserve accounts
- ✓ Maintaining multiple member accounts for the same member
- ✓ Maintaining multiple pension accounts, including defined benefit pensions
- ✓ Preparation of PAYG payment summaries for pensions (as applicable)
- ✓ Arranging tax payments and other associated fund invoices
- ✓ Segregation of assets for members

tax planning & accounting

- ✓ Pro-active assistance in relation to optimising tax components when benefits are paid or restructured
- ✓ Pro-active CGT optimisation
- ✓ Anti-detriment & future liability deduction calculations
- ✓ Preparation of annual statutory financial accounts
- ✓ Preparation and lodgement of ATO statutory return
- ✓ Preparation of comprehensive workpapers and facilitate independent audit
- ✓ Preparation and lodgement of BAS and IAS returns (as applicable)
- ✓ Post distribution unit pricing
- ✓ In-house provision of actuarial certificates
- ✓ Retention of records in digital format and hard copy for the mandatory periods

compliance

- ✓ Pro-active advice on minimum pension obligations
- ✓ Pro-active SIS compliance review and annual sign off (eg trust deed, investment strategy, death benefit nominations, asset title, etc)
- ✓ In-house documentation service (including provision of trustee minutes) to support all fund transactions during the course of the year
- ✓ Monitoring of non-standard assets to advise of the need for revaluation

If you would like to access The Complete SMSF Administration Service for your SMSF please go to www.heffron.com.au or contact your Adviser.

Heffron

Rely on our
Excellence