investor checklist

certified accountants

Documentation required for end of financial year preparation of income tax return (in addition to the individual checklist requirements) to help you get organised and us to work more efficiently for you.

- ☐ **Investments in shares or units** – where acquisition or disposal takes place during the year, please provide copies of the buy/sell documentation.
- ☐ **Rental property** – where acquisition or disposal occurs during the year, please provide copies of the offer and acceptance together with the final settlement statement.
- ☐ **Rental property** – please provide the managing agent's annual summary of income and expenses; where self-managed, please prepare a summary.
- ☐ **Dividend income** – please provide copies of the dividend notices or a summary including any imputation credits.
- ☐ **Trust/fund distributions** – please provide a copy of the annual tax statement. It is usually issued in August or September.
- ☐ **Borrowed monies** – where income producing assets (shares, units or property) have been acquired with borrowed funds, please provide the financial institution's loan account statement for the financial year.
- ☐ **Other expenses** paid by you and relating to investments but not included in statements should be included.

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