



**SMSF Account Based Actuarial Certificate**

**Acknowledgment**

In placing this order I acknowledge that:

1. It is my responsibility to ensure that the information I am supplying is correct.
2. If new documents have to be prepared as a result of errors in the information a further fee will be payable.
3. NTAA Corporate is not giving legal advice in arranging for the supply of these documents and that if either I or my client requires legal advice in relation to this matter that will be arranged separately.
4. The documents I will receive are in a standard form prepared for NTAA Corporate.
5. The Fund is a complying superannuation fund;
6. There are no segregated current pension assets and no segregated accumulation account assets;
7. The Fund is an accumulation fund and pension benefits are being provided from the Fund's assets;
8. The pension benefits are not guaranteed and they will continue to be paid at or within the relevant limits prescribed in the Superannuation Industry (Supervision) Regulations; and
9. Accumulation account benefits are fully vested and not guaranteed.

**Person ordering certificate**

Person ordering: .....

Firm: ..... NTAA Member Number: .....

Address .....

..... State & Postcode: .....

Phone: ..... Fax: .....

Email: .....

*By completing these instructions and sending them to NTAA Corporate, I/we hereby acknowledge and agree to the above terms and conditions and that I/we have read the explanatory material included in this form.*

**Payment details**

Please tick the following products you require and provide credit card details for payment. For other payment options, contact us on 1800 700 666.

Account Based Actuarial Certificate \$143

Mastercard  Visa  AMEX

Name on Card: .....

Credit Card No: .....

Expiry Date: ..... CVV Number .....

 Fax credit card details to NTAA Corporate on 1300 361 816 or email to info@ntaacorporate.com.au

 Post to NTAA Corporate, PO Box 7626, Melbourne, VIC 3004

 If you have any other queries, please call 03 9209 9799 or free call 1800 700 666



**SMSF Account Based Actuarial Certificate cont.**

**Fund Details**

Fund Name: .....

Please ensure the name of the fund is as set out in the trust deed e.g. ABC Superannuation Fund not ABC Super Fund.

Trustee(s) Name: .....

Financial Year: .....

**Fund Balance Details**

Fund Balance at start of year: \$ .....

Estimated Fund Balance at end of Financial Year: \$.....

**Pension Accounts Details**

<i>Details</i>	<i>Pensioner 1</i>	<i>Pensioner 2</i>	<i>Pensioner 3</i>	<i>Pensioner 4</i>
<i>Pension Commencement Date (or start of year)</i>	.....	.....	.....	.....
<i>Pension Cessation Date (if applicable)</i>	.....	.....	.....	.....
<i>Beginning Account Balance</i>	.....	.....	.....	.....
<i>End Account Balance</i>	.....	.....	.....	.....

**Cash Flows**

<i>Date</i>	<i>Details (Refer list below)</i>	<i>Cash in</i>	<i>Cash out</i>
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**Notes**.....  
 .....



## INSTRUCTIONS

### How should I complete the account balances on the input form?

The **fund balance at the beginning of the year** is simply taken from the previous year's accounts. If the fund commenced operations at 1 July of the tax year, enter the initial balance.

If the fund commenced operations at any other date during the tax year, enter zero dollars as the fund balance at the beginning of the year. In this situation enter the commencement date and initial balance amount in the Major Cash Flow input area (see below).

The **estimated fund balance at the end of the year** should be taken from the ledger as the total of the net assets of the fund at the end of the tax year (30 June). The total should be reduced by any provision for contributions tax, but relatively small amounts of contributions tax may be ignored. Apart from that adjustment, there is no need to make any allowance for the estimated tax on investment income.

If the fund ceased operations at any date during the tax year (including 1 July and 30 June), enter zero dollars and enter the relevant date and amounts in the Major Cash Flow input area (see below).

The **initial pension account balance** for a pension that commenced before 1 July is simply the closing balance in the previous year's member statement. If you do not know the commencement date of the pension, input 30 June of the previous tax year (not 1 July of the current tax year).

If the pension commenced at any date during the tax year, input that date and the initial amount applied. If the new pension was wholly created by the transfer from an accumulation account, do not enter the details in the Major Cash Flow input area (see below). If the new pension account was financed wholly or partly by new money, there you need to enter the new money amount and the date in the Major Cash Flow input area.

The **estimated accumulation and pension account balances at the end of the year** can be determined using normal superannuation fund accounting methods. Accumulation accounts may have to be adjusted for contributions tax (as above for the fund as a whole). There is no need to make any allowance for the effect of tax on investment income on the individual accounts. The total of the accounts must be the same as the estimated fund balance at the end of the year.

Even though the accountant will need to calculate an estimate of the individual pre-tax accumulation account balances, they are not required for the calculation of the tax exempt proportion. The input form only needs details for the pension accounts.

If the pension is still to be paid in the next tax year you do not have to input the end date (30 June is assumed). If the pension ceased at any date during the tax year input that date and the closing balance (no matter how small) before the final payment (do not input zero dollars). In addition enter the relevant date and amounts in the Major Cash Flow input area (see below).

### Why does your input form ask for pre-tax fund and pension account balances?

Although the exempt proportion calculated using pre-tax estimates will be different from one calculated using post-tax estimates, that difference is unlikely to result in a material difference in the tax payable.

If your accounting software already estimates after-tax balances, then you may use them instead of the pre-tax estimates.

### Do I need to input the accumulation account details for each member?

The input form does not allow for input of the individual accumulation account details because they are not required for the calculation of the tax exempt proportion.



### **Do I need to enter regular contributions or regular pension payments into the Major Cash Flow area?**

**Response** - There is no need to enter regular payments into the system. The formula that is used to calculate the tax exempt proportion assumes that any contributions, even relatively large ones, and any pension payments are spread evenly over the financial year. You only need to enter contributions if they are relatively large amounts and they are paid at irregular intervals during the year. The same applies to pension payments (for example if pensions are only paid in late June).

### **What should I include In Major Cash Flows?**

The only cash flow items to be shown under this heading are amounts coming into or going out of the fund that are attributable to non-investment activities. **Investment transactions (income, expenses and realised capital gains and losses) should be ignored when entering Major Cash Flows.**

The following list of transactions includes those that need to be considered and, for completeness, some transactions that must not be input.

1. For a fund that commenced operations during the tax year: the commencement date and the initial amount (no matter how small).
2. For a fund that ceased operations during the tax year: the cessation date and the final payment made (no matter how small).
3. For an individual pension account that closed for any reason during the tax year: see the two types of full commutation of pensions below.
4. Regular contributions: no input needed.
5. Irregular contributions: only if they were more than 5% of the value of the fund when they were received. You may enter all contributions, but it is not essential. Only 85% of concessional contributions should be input (these include employer contributions and salary sacrifice contributions). Non-concessional contributions (these include after tax employee contributions) should be entered in full.
6. Regular pension payments: as for regular contributions.
7. Irregular pension payments: as for irregular contributions.
8. The other items required are:
  1. Rollover amounts: only if they were more than 5% of the value of the fund when they were received.
  2. Amounts withdrawn from accumulation accounts and paid to a beneficiary (e.g. lump sum withdrawal or death benefit) or transferred to another superannuation fund: only if they were more than 5% of the value of the fund when they were paid.
  3. Amounts transferred from accumulation accounts to start new pensions in the fund: **no input**.
  4. **Partial** commutation of pensions (lump sum withdrawals from continuing pensions) paid to a beneficiary, transferred to another superannuation fund, or transferred to an accumulation account in the fund: only if they were more than 5% of the value of the fund when they were paid.
  5. **Full** commutation of pensions (lump sum on pension cessation) and paid to a beneficiary, or transferred to another superannuation fund: the cessation date and the final payment made (no matter how small).
  6. **Full** commutation of pensions and the account balance transferred to an accumulation account in the fund: **no input**.

Net investment income and capital gains or losses are assumed to occur, on average, at the middle of the year.