



BAGGETTA & CO

ACCOUNTANTS | FINANCIAL PLANNERS | SELF-MANAGED SUPER FUNDS

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2019 Deceased Trust Estate Checklist

To assist us in preparing the deceased estate trust taxation return in accordance with Australian Taxation Office requirements, please use this checklist when you compile the information.

For income and deductions, keep in mind that self-assessment applies. In the event of a Tax Office audit you will need to be able to substantiate the deductions claimed and income earned.

Finally, if any assets were sold during the year please provide full details so we can determine whether Capital Gains Tax may apply to the transaction.

****DELIVERY UPON COMPLETION****

(Please tick preferred delivery method upon completion of your income tax return)

- Email to me (only applicable to clients who email or use dropbox to send their tax information in to us)
(Email or dropbox to advice@baggetta.com.au Please use dropbox if your email and attachments are 10MB or more)
- I will collect it from your office upon notification from you
- Post to me (I understand postage fees may apply)

Deceased Trust Estate Name: _____

Full Name of Executor/s: _____

Preferred Contact Name : _____

Postal Address: _____

Email: _____

Telephone (W): _____ (H): _____ (M): _____

INCOME

1. Did the Estate receive any Death Benefit Superannuation Lump Sum payment?
 - NO. Go to question 2
 - YES. If Yes, please provide
 - PAYG Payment Summary
2. Did the Estate receive any Death Benefit Employment Termination Payment?
 - NO. Go to question 3
 - YES. If Yes, please provide
 - ETP PAYG Summary
3. Did the Estate receive any bank interest?
 - NO. Go to question 4
 - YES. If Yes, please provide
 - Annual bank summary statement

4. Did the Estate receive any dividends from shares it owned? NO. Go to question 5
 YES. If Yes, please provide
 Dividend statements including dividends reinvestments
5. Did the Estate receive any partnership or trust distributions? NO. Go to question 6
 YES. If Yes, please provide
 Annual tax summary statement (if applicable)
 Annual distribution statement (if applicable)
6. Did the Estate sell any shares? NO. Go to question 7
 YES. If Yes, please complete form below
 Capital gains tax checklist
(if you do not have one, please call baggetta & co)
7. Did the Estate receive rental income? NO. Go to question 8
 YES. If Yes, please complete form below
 Rental checklist
(if you do not have one, please call baggetta & co)
8. Did the Estate sell its rental property? NO. Go to question 9
 YES. If Yes, please provide
 FINAL settlement statement of sale
9. Did the Estate receive any foreign income? NO. Go to question 10
 YES. If Yes, please provide
 PAYG Payment Summary, and/or
 Any other supporting documentation
10. Did the Estate receive any other income not mentioned above? NO. Go to DEDUCTIONS
 YES. If Yes, please provide
 Supporting documentation

DEDUCTIONS

1. Did the Estate have deductions relating to Australian investment income?
(eg. Bank Fees, portfolio management fees etc)
- NO. Go to question 2
- YES. If Yes, please provide
- Supporting documentation
2. Did the Estate pay someone other than baggetta & co to prepare their tax return last year (if applicable)?
- NO. Please sign declaration below
- YES. If Yes, please provide
- Invoice from other tax agent/accountant

NEW CLIENTS ONLY AND NOT SET UP BY BAGGETTA & CO:

Please provide the following information:

- Date of Death: _____
- Tax File Number: _____

Please also provide a copy of the following if previous year's Estate Tax Return has been lodged:

1. 2018 Estate Tax Return Provided Not provided as 2019 will be the first Estate Tax Return from Date of Death

I confirm that I have reviewed the above checklist and have supplied all the relevant information to prepare the Deceased Trust Estate's 2019 income tax return.

I also confirm that the above information is correct to the best of my knowledge and that where necessary I hold documentary evidence in support of the claims.

Dated the day of 20.....

.....
Signature of Trustee

.....
Name of Trustee (please print)