



# Documents Checklist

Name: \_\_\_\_\_

Year ended: 30 June 2001

		YES	NO	N/A
	<b>INDIVIDUALS</b>			
1	PAYG PAYMENT SUMMARY – INDIVIDUAL NON-BUSINESS (GROUP CERTIFICATE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	INTEREST RECEIVED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	DIVIDENDS RECEIVED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	OTHER ASSESSABLE INCOME	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	WORK-RELATED DEDUCTIONS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	PRIVATE HEALTH INSURANCE STATEMENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>BUSINESS</b>			
1	BANK STATEMENTS – 1/7/2000 TO 30/6/2001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	BANK DEPOSIT BOOKS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	CHEQUE BUTTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	CASH RECEIPTS BOOK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	CASH PAYMENTS BOOK	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	LIST OF TRADE DEBTORS @ 30/6/2001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	LIST OF CREDITORS @ 30/6/2001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	VALUATION OF STOCK ON HAND @ 30/6/2001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	MOTOR VEHICLE LOG	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	WAGE BOOK (if any)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	ANY OTHER RELEVANT INFORMATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>