

Contact List

A

Accounting/Taxation	• Tammy • Sam • Kellie • Emily
Accounts Payable	• Elaine
Accounts Receivable/Billing/Smartfee	• Elaine
Appointments	• Elaine • Craig • Priya
ASIC (Company Matters & Changes)	• Craig
ATO Payment Plans	• Priya

B

BAS/IAS Assistance	• Priya • Tammy • Sam • Kellie
Building Services Authority	• Tammy

C

Company set ups (new)	• Tammy
Complaints	• Tammy • Ken
Correspondence In/Out Queries	• Elaine • Craig • Emily

F

Finance (HP, leases, chattel mge, home loans etc)	• Ken • Craig
Financial Planning	• Ken • Craig • Margaret

I

Insurance (Life, Income Protection, Trauma & illness, TPD) ...	• Ken • Craig • Margaret
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L

Lodgement Queries – BAS/IAS	• Priya • Craig • Elaine
Lodgement Queries – Tax Returns	• Elaine • Craig • Emily

M

MYOB Queries	• Priya • Sam • Tammy
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P

Payroll	• Ken • Priya
Principal of firm - Accounting & Financial Planning	• Margaret

Q

Quickbooks Queries	• Tammy • Priya • Sam
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R

Requests for copies for Financial Statements & Tax Returns	• Elaine • Craig • Sam • Emily
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S

Salary Sacrificing	• Tammy
Self-Managed Superannuation Funds	• Tammy • Sam
Superannuation	• Tammy • Sam • Ken • Craig

T

Taxation Return Progress	• Elaine • Craig • Emily
Tax Refunds	• Craig • Elaine
Trust Account Refunds	• Priya • Craig
Trust establishment (new)	• Tammy

W

Website/Domain Names	• Ken
Work Cover	• Tammy • Ken

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