

PAYDAY SUPER

Checklist for Employers



Everything you need to be ready before 1 July 2026.



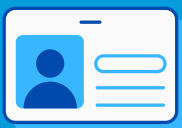
1 Review Your Payroll Software

- ✓ Can it calculate SG for every pay cycle?
- ✓ Can it submit accurate Single Touch Payroll (STP) reports?
- ✓ Does it handle more frequent super payments automatically?



2 Check Your Cash Flow

- ✓ Budget for super with every pay run
- ✓ Ensure funds are available to avoid late payments



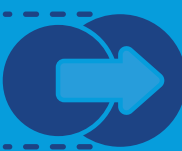
3 Update Employee Details

- ✓ Make sure fund details and TFNs are correct for all staff
- ✓ Double-check casual, part-time, and new employees



4 Plan Your Super Payments

- ✓ Set reminders for payroll deadlines
- ✓ Confirm the correct super fund codes for STP reporting



5 Transition Off the SBSCH (if applicable)

- ✓ Find an alternative super payment solution before 30 June 2026



6 Stay Compliant

- ✓ Avoid Super Guarantee Charge (SGC) penalties by paying on time
- ✓ Keep records of contributions for easy audits

Pro Tip: Test your payroll system with a “mock payday” before July 2026 – catch issues early and avoid surprises.

Need help getting ready for Payday Super? Talk to the team at Lemonade Beach Accounting today!