

1 PERSONAL Details

Tax Year: _____
Full name: _____
Tax File Number: _____
Birthdate: _____
Email address: _____
Telephone: _____
Mobile: _____
Address: _____

Tax residency:
 Permanent Resident Resident for Tax Purposes Non Resident

Number of children and date of birth and other dependents:

Name: _____ DOB: _____
 Name: _____ DOB: _____
 Name: _____ DOB: _____
 Name: _____ DOB: _____

Private hospital cover: _____

Medicare levy exemption Entitled Not entitled

2 INCOME Details

PAYG Summaries: Attach your PAYG Summaries, also known as Group Certificates for each job that you have held during the financial year you will be completing a Tax Return for.

OTHER INCOME:

Interest earned on bank accounts: \$ _____
 Government payments, eg Centrelink, Austudy,
 Newstart, Parenting, etc: _____

Copies of Dividend Statements: (please attach) _____
 Foreign income: \$ _____

3 DEDUCTIONS

Any deductions you want to claim – such as items you have paid for that pertain to your job, ie uniforms, mobile phones, internet access, tools, etc. If in doubt, just include them and we will contact you if we require any additional information.

<p>1. Work related expenses - Motor Vehicle Eg. Repayments, insurance, fuel, logbook etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>2. Work related expenses - Travel Eg. Award transport domestic & overseas travel, tolls, parking etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>3. Work related expenses - Uniforms Eg. Uniforms, laundry, drycleaning, protective clothing, compulsory work uniform, tool, etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>4. Work related expenses - General A Eg. Home telephone, mobile phone, internet access etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>5. Work related expenses - General B Eg. Union fees, subscriptions, home office expenses etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>6. Self Education expenses Eg. Seminars, books and journals etc</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Amount</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

