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To maximise your deductions and ensure that your tax return is complete, please review the following items and advise your Accountant if any apply to you.

- Income

 Employment Income (salary / wages)
 Allowances / Tips / Director's Fees
 Employer Lump Sum Payment
 Employment Termination Payment (ETP)
 Centrelink / Pension Income
 Annuities / Superannuation Lump Sum Payments
 Interest & TFN Credits
 Dividends / Imputation & TFN Credits
 Employee Share Schemes
 Partnership & Trust Distributions
 Business Income
 Capital Gains
 Foreign Income
- Rental Property Income

Other Items to Consider

HELP (Higher Education Loan Program) / HECS
 SFSS (Student Financial Supplement Scheme)
 Child Support Paid or Received
 Health Insurance
 PAYG Instalment Credits
 Other Offsets & Tax Credits
 Reportable Fringe Benefits amount

General Tax Deductions

- Work Related Motor Vehicle Expenses
- (Log Book may be required)
- Work Related Travel Expenses
 - (Travel Diary may be required)
- Work Related Clothing & Laundry Expenses
- Work Related Self-Education Expenses
- Other Work Related Expenses (see below)
- Interest & Dividend Deductions
- Gifts & Donations
- Tax Related Expenses
- (Includes tax agent fees, and travel to tax appointment)
- Undeducted Purchase Price-Pension / Annuity
- Personal superannuation contributions

Specific Deductions

Income Protection Insurance Union Fees Home Office Expenses Seminars / Courses / Conferences Overtime Meal Expenses Briefcase Tools & Equipment Depreciation on work-related assets Calculator / Electronic Organiser Computer Costs (includes repairs & printing costs) Software Memberships & Subscriptions Telephone / Mobile Phone / Internet Bank Fees (e.g. re: deductible purchases) Interest Expenses (e.g. re: deductible purchases) Sun Protection Items (e.g. sunscreens, safety glasses, protective gloves) Reference Books / Journals / Trade Magazines

Talk to us today for expert assistance to prepare your Tax Return and maximise your tax refund!

SPECIALISED BUSINESS SOLUTIONS

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The information in this document is of a general nature and does not take into account your individual needs and objectives. Please do not act on any information in this document before seeking advice from a qualified Accountant and a licensed Financial Planner.