

# INCOME TAX CHECKLIST



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

<b>INCOME</b>	
Employment Income	<input type="checkbox"/>
Centrelink / Pension Income	<input type="checkbox"/>
Employment Termination Payment ( <i>ETP</i> )	<input type="checkbox"/>
Interest & TFN Credits	<input type="checkbox"/>
Dividends, Imputation & TFN Credits	<input type="checkbox"/>
Partnership & Trust Distributions	<input type="checkbox"/>
Capital Gains	<input type="checkbox"/>
Rental Property Income	<input type="checkbox"/>
Foreign Income	<input type="checkbox"/>
Employee Share Scheme	<input type="checkbox"/>
<b>OTHER ITEMS TO CONSIDER</b>	
HELP ( <i>Student Loans</i> )	<input type="checkbox"/>
Child Support Agency Liability & Payments	<input type="checkbox"/>
Private Health Insurance	<input type="checkbox"/>
PAYG Instalment Credits	<input type="checkbox"/>
Other Offsets & Tax Credits	<input type="checkbox"/>
Bank Account Details for Tax Return	<input type="checkbox"/>
<b>DEDUCTIONS</b>	
Work Related Motor Vehicle Expenses ( <i>Logbook may be required</i> )	<input type="checkbox"/>
Work Related Travel Expenses ( <i>Travel Log may be required</i> )	<input type="checkbox"/>
Work Related Clothing & Laundry Expenses	<input type="checkbox"/>
Work Related Self-Education Expenses	<input type="checkbox"/>
Other Work-Related Expenses	<input type="checkbox"/>
Dividend & Interest Deductions	<input type="checkbox"/>
Gifts & Donations	<input type="checkbox"/>
Undeducted Purchase Price Pension / Annuity	<input type="checkbox"/>
Tax Related Expenses ( <i>e.g. Travel to tax appointment</i> )	<input type="checkbox"/>
<b>SPECIFIC DEDUCTIONS</b>	
Income Protection Insurance	<input type="checkbox"/>
Union Fees	<input type="checkbox"/>
Home Office Expenses	<input type="checkbox"/>
Seminars	<input type="checkbox"/>
Overtime Meals	<input type="checkbox"/>
Briefcase	<input type="checkbox"/>
Tools & Equipment	<input type="checkbox"/>
Depreciation	<input type="checkbox"/>
Calculator	<input type="checkbox"/>
Electronic Organiser	<input type="checkbox"/>
Software	<input type="checkbox"/>
Memberships & Subscriptions	<input type="checkbox"/>
Telephone & Mobile Phone	<input type="checkbox"/>
Bank Fees	<input type="checkbox"/>
Interest Expenses	<input type="checkbox"/>
Sun Protection Deductions	<input type="checkbox"/>