

# 2018 Tax Return Items to Consider



- yes
- no
- maybe

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 (*Refer to Business Items Checklist*)
- Capital Gains
- Foreign Income
- Rental Property Income

## Other Items to Consider

- HELP (Higher Education Loan Program) / HECS
- SFSS (Student Financial Supplement Scheme)
- Child Support Agency Liability
- 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

## Specific Deductions

- Deductible Super Contributions  
*(bring acknowledgment of receipt from your super fund)*
- Income Protection Insurance
- Union Fees
- Memberships & Subscriptions
- Reference Books / Journals / Trade Magazines
- Seminars / Courses / Conferences
- Home Office Expenses
- Telephone / Mobile Phone / Internet  
*(substantiation required if claiming over \$50)*
- Computer Costs (*includes repairs & printing costs*)
- Software
- Calculator / Electronic Organiser
- Tools & Equipment
- Briefcase
- Depreciation on work-related assets
- Sun Protection Items (*e.g. sunscreens, safety glasses*)
- Overtime Meal Expenses
- Bank Fees (*e.g. re deductible purchases*)
- Interest Expenses (*e.g. re deductible purchases*)

Please note that **substantiation of expenses** is required if claiming over \$300.00 of deductions.

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