



Individual Income Tax Return Checklist 2018

Full Name		
Tax File Number (TFN)		
Date of Birth		
Australian Residency	<input type="checkbox"/> Australian Citizen	<input type="checkbox"/> Permanent Resident
	<input type="checkbox"/> Temporary Resident	<input type="checkbox"/> Foreigner
ABN (if applicable)		
Main Occupation		
Residential Address		
Postal Address		
Contact Methods	Telephone:	
	Email:	
Electronic banking details	Account Holder:	
	BSB:	
	Account Number:	

INCOME

Please provide evidence

- Salary or wages from employment, allowances, director fees
- Employer lump sum payments, such as Redundancy payments etc.
- Australian Government payments such as Youth Allowance, Newstart, Age Pension etc.
- Interests from Australian sources such as term deposits or bank accounts
- Dividends from companies in Australia and Overseas, including DRPs
- Disposal of assets such as properties, shares, land, precious metals or foreign assets?
- Business income
- Distributions from Trusts or Partnership
- Foreign income
- Rental income from investment properties
- Other income

Please Specify: _____

DEDUCTIONS

Please provide evidence

- Did you travel with your car from one workplace to another?
- If so, please provide a copy of your logbook or kilometres travelled
- Any unreimbursed travel expenses you have incurred related to your occupation?
- Do you have any work-related uniforms that are compulsory, occupation specific or protective clothing?
- Did you incur any study expenses in relation to your occupation?
- Any other work-related expenses such as subscription fee, union fees, stationeries, home office expenses, seminars or conferences, telephone expenses, computer expenses, internet expenses? ...
- Gifts and donations
- Other deductions such as income protection, superfund personal contributions

OTHER RELEVANT INFORMATION

Please provide evidence

- Did you have private health insurance for the year?
- Did you make superannuation co-contributions this financial year?
- Did you become or cease to be an Australian resident during the year?

Name (print) _____

Date ___/___/20__

Signature _____