

Documents to Bring with You

Income Records

Earnings

- PAYG payment summary amounts (old group certificates)
- Allowances, benefits, earnings, directors fees etc
- Lump sum and termination benefits Including ETP Payment Summaries
- Centrelink or Veteran Affairs assistance Tax Statement please

Investment Income

- **Interest, Dividends & Distributions**
Include dividend slips, include dividends that have been reinvested, interest notification (including bank interest), trust distributions, Partnership distributions.
- **Rental income details**
Include address of property, purchase date, date first rented.
- **Foreign source income**
Include details of any foreign tax paid.
- **Bonuses from life insurance and friendly society policy**
- **Details of assets sold during the year e.g. shares, property.**
Include purchase and sale information including dates.

Share Trading Expenses

If you think you qualify as a share trader, your deductions may include:

- **Data Costs.**
- **Education.**
- **Home office expenses.**
- **Brokerage.**
- **Trading losses.**

Expense Records

Investment property expenses

If you have an investment property, to maximize your deductions you'll need:

- **A Tax Depreciation Schedule.** Building Depreciation can be a deduction if you have a valuer's valuation of the original cost price of the building.
- **Interest payments.** Bank Statements for the year.
- **Management fees.** Statements
- **Self managed properties.** If you manage your own property, you should have records of costs to do this – lease packs, stationery, travel costs to collect rent etc.
- **Seminars.** The cost of attending seminars related to the management of properties would be deductible. If the seminar also covers the acquisition of properties, only a proportion of it would be deductible.
- **Rates and Taxes**
- **Repairs and Maintenance**
- **Other expenses**

Additional Records

- **Private health insurance tax statement**
- **Changes in dependents**
- **Income and deductions for dependents**
- **Net medical expenses if they exceed \$1,500 total**
- **Medicare levy exemption statement**
- **HECS accumulated debt.** Statement and Financial Supplement Loan Statement