

Work Related Car Expenses Information

for 2011 Tax Return



Please complete and sign this form, then e-mail, fax, post or hand deliver it to our office

OR

Submit the actual documentation detailed on this checklist for JEM to compile

TO: JEM Partners
ATTENTION:

FAX: (03) 9899 5723
E-MAIL: tax@jempartners.com.au

CLIENT NAME:		CLIENT SIGNATURE:	X
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INFORMATION FOR 2011 TAX RETURN

Log Book Kept: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Period Covered (remember, to claim under the log book method you must have maintained a log book for at least 12 continuous weeks):		From:	To:
Registration No:	Vehicle Make & Model:		
Owner of Vehicle:		Driver of Vehicle:	
Total Km Travelled in Financial Year:		Business Km in Log Book Period:	
Total Km in Log Book Period:		Your Calculation of Business Use % as per the log book:	
Date Purchased:	___/___/___	Purchase Price:	\$
<input type="checkbox"/> Leased <input type="checkbox"/> Hire Purchase <input type="checkbox"/> Paid Cash			

RUNNING COSTS	TOTAL FOR YEAR	MONTHLY PAYMENTS
Fuel:	\$	Please e-mail, fax or post to our office a copy of your Hire Purchase / Lease Agreement (if you haven't already).
Registration:	\$	
Insurance:	\$	
Repairs & Maintenance:	\$	
Lease Payments:	\$	\$
HP Payments:	\$	\$
Interest Paid:	\$	
RACV Fees:	\$	
Parking:	\$	
Tolls:	\$	