



SCHEDULE A

2019/20 MOTOR VEHICLE EXPENSES DECLARATION

Important: If all information is not provided we will be unable to complete your FBT Cash Out Calculation.

Business Name: _____

Please Note: FBT only applies to Motor Vehicles designed to carry **less than** 9 people or **less than** 1 tonne.

	VEHICLE 1	VEHICLE 2	VEHICLE 3
Vehicle Description			
Speedo Reading 01/04/19 (if not provided last year)			
Speedo Reading 31/03/20 (or sale date if before 31/03/20)			
Sale Date (if applicable to above)			
Logbook Business Use Percentages (if applicable)			
Date Purchased / Leased (if vehicle acquired after 31/03/19)			
Cost of Vehicle incl. GST (only if acquired after 31/03/19)			
Did you pay any motor vehicle costs yourself and not through the company / trust accounts?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

If **YES**, please complete **PAGE 2** attached.

ADDITIONAL INFORMATION REQUIRED

- If a vehicle was purchased / leased during the year, please provide us with a copy of the purchase invoice and finance contract if you have not already done so. Please include the Speedo Reading at Purchase Date.
- If a logbook was prepared please provide a list of operating costs including registration, insurance, fuels and oil, lease payments, repairs and services and finance costs from 01/04/19 to 31/03/20. (You may be able to print these from your computerized system if applicable).

Name of Person Making Declaration _____ **Signature** _____ **Date** _____



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Complete this form if:

- Your own Trust or Company provides you with the benefit and you have personally paid some of the vehicle costs yourselves outside of the business account.
- You provide a motor vehicle for an employee that is available for private use and they personally have paid some of the vehicle costs.

I, _____ declare that the following expenses were incurred by
(Full Name)

me during the period from 01/04/2019 to 31/03/2020

in respect of _____, registration number _____.
(Make & Model of Car)

	Amount Paid
Fuel & Oil	\$
Registration	\$
Insurance	\$
Repairs & Maintenance	\$
RACQ	\$
Leasing Charge	\$

Other:

	\$
	\$
	\$

Signed

Date

Please note in an event of a tax audit, you will be required to provide documentary evidence of the above expenditure, except in the case of Fuel & Oil where a reasonable estimate based on kilometres travelled can be used.