

HHH Partners

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CODING REPORT

Please complete the forms that are attached to the back of your Coding Report:

CASH TRANSACTIONS (YELLOW SHEET)

Please provide details of transactions paid for by cash.

OUTSTANDING CHEQUES (GREEN SHEET)

Please provide details of any additional cheques you have written up to and including the quarter end date, which have not been included on your coding report.

DIESEL FUEL REBATE CLAIM (BLUE SHEET)

Don't forget that HHH Partners do not know your day-to-day use of diesel fuel and therefore cannot accept simply receiving fuel tax invoices to complete the 7C or 7D section of your BAS. You must complete the attached Diesel Fuel Rebate Claim form if you want to make a claim

Please complete these forms and return them to our office in the enclosed Reply Paid envelope, or emailing or faxing to the number below at your earliest convenience.

HHH PARTNERS